

USF Health - Space Committee
May 11, 2011
2:30pm – 3:30pm, CMS 3048
MINUTES

Members:

Stan Douglas, Jay Evans, Lynne Hansen (til 3), Joe Jackson, Phil Marty (Matt Anderson attended for Rsch), Jennifer Moyer, Anne Phillips (unable to attend), Kevin Sneed, Joann Strobbe, Audean Ross

- I. Welcome: Joann/Stan welcomed members, quorum present, 3/29 Minutes reviewed & approved
Audean provided copies of holding, pending & new SRFs to members
- II. Space Requests in **HOLD Status:**
#20 GME Relocate 10-12 office spaces **Approved**, Clinic remodel Oct '11, OFM send email, immediate needs?
- III. **Pending Space Request Updates:**
- #7 Psych MDT 306-326 (Sheehan) **Pending**, Dec '10 Retired, PMarty f/u w/FFernandez, if no objections proceed
 - #27A PharmD MDC 2127 & 2127A (Bernal) **Pending**, Relocate to FOB 1st Flr w/Diabetes? PMarty f/u, Vacate Letter
 - #30 COPH UPC 5th Flr (12-14 full time staff) **In Progress**, JEvans working w/FPP lease agent for UPC 5th Flr space
 - #31 Pharm Phys MDL 1st Flr (D'Agostino Office) **In Progress**, Creating office in MDL renovation by Aug'11
 - #36 Berlin FOB 5th Flr (Move to ACH, office commitment?) **Pending**, JStrobbe discuss w/SKlasko, Vacate Letter
 - #37 PaperFree FOB 2nd Flr (Move from 4th Flr to 2nd Flr cubicles) **Pending**, JJackson working multiple issues see below
 - a. Move ENT schedulers to FOB 2nd Flr IT cubicles
 - b. Use ENT FOB vacated offices for????
 - c. Move Public Affairs & possible Villages staff to CMS 3rd Flr
 - d. Move Harrell Ctr staff to FOB
 - e. Move PaperFree, FHIC-Wolfson & possible Villages staff to 5th Flr UPC
- IV. **New Space Requests:**
- #38 OEA MDC 2534 (Salkos/Olsuki – Temp 6 mos) **Approved**, re-evaluate location in 6 mos
 - #39 PharmD MDC 3145 & 3145A (2 Fac 6/1 & 2 Fac 8/1) **Approved**, OFM verify vacancy
 - #40 OEA MDL 1041/1045 (Oswald, New Hire/Yr Book) **Approved**, OFM will find space to relocate Yr Bk til SSS open
- V. Review Current Relocations/Renovations:
- a. **Morsani 5th & 6th Flr:** Moves scheduled to begin 5/20 for 8wks, completed by 7/18, no clinic downtime, Dermatology, Rheumatology, IMED, Swallowing Ctr, clinics should be vacated by mid June
 - b. **Auditorium/Grp Learning/Anatomy:** Renovations wrapping up, estimated completion Jul 2011
- VI. Other Items:
- a. Pharm Phys Chair Candidate – space needs @ next visit, invite Douglas, Marty & Deschenes to mtg
 - b. Bldg behind Tarek's – used for Arts storage, request main campus to turn over to USF Health/COPH
 - c. CPD – Moving to CAMLS mid Feb '12, how can we utilize this vacated space?

Next Meeting: Wed, June 22th 2:30-3:30pm in CMS 3007