



# THE DGS DIGEST

## *Congratulations Vetran Johnson*

### *DGS's Employee of the Month Recipient for December 2017!*



Congratulations to Vetran Johnson, the DGS December 2017 Employee of the Month! Vetran Johnson has been working for DGS for the past 7 years and 3 months. Since he joined the DGS family he has been a Fleet mechanic in the welding shop. Vetran loves the art of welding and knows it's crucial to the maintenance of the City's vehicles. He possesses a technical and skillful touch that is required for repairing trucks, cruisers, and snow plows. Vetran takes great pride in his work. He comes into work each day with a "get it done" mentality. Vetran makes sure that he performs quality work, understanding that it is a reflection of him, the welding shop, and DGS. In his free time, Vetran enjoys spending time with his family and is committed to his wife and three children, ages 20, 17, and 5. He lives in Baltimore City.

## *Facilities Engineer accepted into Baltimore Fellowship*



Congratulations to Carole Young, an Engineer in our Facilities division. She was selected to join the 2018 GIVE Fellowship Program. GIVE is a program run by Business Volunteers Maryland, a local nonprofit. The program, combines business leadership with non-profit volunteering. Carole first heard of the program through a DGS E-Blast and with the support of her supervisor and co-workers, she was able to create a stellar application for the program. Carole is no stranger to volunteering and community involvement as she grew up in an environment where both were prevalent. Carole says, "I've been volunteering since I was zero." A more proactive opportunity to volunteer is what attracted her to the program. She feels that the GIVE program will help her to bring more team building skills into her work at DGS.

## *Be the DGS Director for a day!*

I have been the Director of DGS for 5 years now. Due to your efforts, the agency is better than ever. City buildings are able to open each day because of the work we do to keep them operational. The Major Project and Facilities divisions are tirelessly working alongside non-profits and other entities to renovate fire and police stations, amongst many other buildings. Without our hard work maintaining and repairing vehicles, the trash would not get collected and the medics would not be able to mobilize to save lives. Over the past 5 years Fleet Management has greatly improved vehicle availability – especially during snowstorms. As a team we have grown. Many of the other agencies see our best practices and try to copy them. To celebrate my 5th anniversary with DGS I will name one employee, "Director for a Day." One of you will get to work with me for one day from 9am to noon. At noon I will buy you lunch. You will sit with me at meetings and learn more about what I do. If you are interested, email your full name and work location to [dgs.director@baltimorecity.gov](mailto:dgs.director@baltimorecity.gov) or call 410-396-3704 by Friday, January 12th. I will randomly select one winner. Team, thanks for 5 great years. I look forward to many more!



## DGS Spotlight: Winter Prep



DGS is responsible for maintaining all city buildings and fleet—next time you're out, look out for all of the cars on the road with a Baltimore City logo on the side or a building with a city seal. During an expected snow storm both our Fleet and Facilities divisions ramp up their preparations to keep the buildings clear of snow and ice, and the city's vehicles on the roads to treat and plow snow. At **Fleet Management**, a swift activation means long shifts of 12 to 16 hours and a variety of work. Today, there are more trucks on the street plowing than in past years, but that also means more trucks are in the shops. Each shift is unique, the mechanics never know what will come into the shop. The problems can vary greatly, from leaks,

spinning spreader engine failures, tires, augers, and hydraulics to electrical and truck body repairs. Back in the 1970s the City did not have a system in place for preventative maintenance during the snow season. The day before a snow storm, trucks and vehicles would be lined up from the Dickman Street Central Garage to Hanover Street for snow maintenance. More recently, Fleet has begun preparing the snow vehicles in July. A large part of the success of Fleet during snow activations is the input of the mechanics. Small changes like placing certain wires on opposite sides of a plow as to not mix them up, or using male and female parts on plugs as to not accidentally connect the wrong wires has made the work easier and quicker. During the 2016 snow storms, Fleet mechanics created a mobile diagnostic testing cart. It worked so well that each bay now uses the cart to perform work all year long. These types of advancements have improved operations in the shops significantly. The shops used to average 75-80 open tickets on a shift, now, with the new tools and systems in place, open tickets average 30-35.

The **Facilities Maintenance Division** prepares for snow removal as well. New brine spreaders make a huge difference in the pretreatment of sidewalks and steps and is much more environmentally friendly, using about one quarter the amount of salt when compared to previous spreaders. Facilities possesses about 15 of the new spreaders and the staff was trained in their use and repair by Fleet personnel. Facilities Maintenance takes an all hands on deck approach to snow removal. This year, all the downtown and shop staff will report to remove snow around the downtown campus buildings. Additionally, Facilities will have contractors at police stations and multi-purpose centers across the city removing and plowing snow. If snow is in the forecast, crews will pretreat the sidewalks with brine the evening prior to the expected snow. Depending on the storm, preparations can go around the clock and removal continues until everything is cleared. However, prior to beginning, staff are encouraged to warm-up by stretching. DGS employees in both Fleet Management and Facilities Maintenance are always prepared for snow events. Without their hard work, the plows wouldn't be able to clear the streets, employees wouldn't be able to gain access to buildings, and the entire city would grind to a halt.



**DO YOU KNOW SOMEONE WHO SHOULD BE THE NEXT EMPLOYEE OF THE MONTH? NOMINATE THEM TODAY!**

There are 2 ways you can nominate your co-worker, staff or team member:

1. Hand Ballots located throughout General Services
2. Email [DGS\\_HR@BALTIMORECITY.GOV](mailto:DGS_HR@BALTIMORECITY.GOV)

Direct questions regarding the Employee of the Month process to Catherine Burns in the Human Resources Office (410) 396-3627

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## New Hires at DGS

New Hires	
Desmond McBride	Auto Maintenance Worker
James Swann	Auto Maintenance Worker
Samantha McKenny	Utility Aide

Congratulations Information Systems Management Office for being awarded as DGS's first All Stars!



If you are a supervisor and want to award a team or individual for their great work then contact [Ryan.Trout@baltimorecity.gov](mailto:Ryan.Trout@baltimorecity.gov)

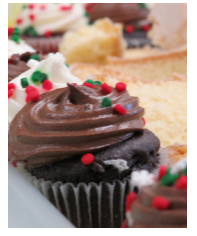
## 50/50 Raffle brings in donations for United Way

The Department of General Services raised \$357.50 in the 50/50 raffle for the United Way of Central Maryland campaign. These funds will be added to the department's total which is getting closer and closer to our goal! Keep up the great work!



# HAPPY HOLIDAYS FROM DGS

## DGS Celebrations!



### Mitten Tree Ceremony



### Door and Desk Decorating Contest

Our winners: Information Systems Management!  
K Campbell, Sagirah Palmer, Gilbert Hall, Japp Haynes,  
Mahwish Mathi and Leandre Bowling

