

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

**BRIAN KATZ
CHIEF SAFETY & SECURITY OFFICER**

Signatures on File

May 28, 2020

TO: Principal
Head Facility Service Persons
All Facilities

FROM: Brian Katz
Chief Safety & Security Officer

VIA: Valerie S. Wanza, Ph.D.
Chief School Performance & Accountability Officer

SUBJECT: **SUMMER ENERGY SAVING AND INDOOR AIR QUALITY MEASURES**

In preparation for the upcoming 2020-2021 school year, Environmental Health & Safety (EH&S) is providing the following reminder to promote energy savings and take Indoor Air Quality (IAQ) water intrusion preventative measures.

During this time of low occupancy due to the COVID-19 Pandemic and the summer break, staff should check all manual controlled air conditioner (A/C) units. These are all A/C units that are not controlled by the Energy Management System (EMS). Examples include A/C units in portables, modular buildings, and gym offices. Checking and accurately setting the AC units will assist in preventing condensation which will reduce the potential for microbial growth.

It is recommended that all non-EMS controlled A/C units in each portable, gym office, modular building remain operational, but running within "unoccupied hours" parameters. The A/C units should primarily be used to circulate air, not so much for cooling as the spaces are unoccupied.

If a portable, modular unit, or gym office has more than one A/C unit, please shut down all but one unit. The main goal is to set the temperature around 78 degrees and have the air circulating within the unit, not bringing in outside air (Set to Auto).

Call in a Work Order with Physical Plant Operations (PPO) to address specific malfunctions or problems with setting these A/C units. If water intrusion or other IAQ issues are identified requiring building material remediation, please visit the EH&S website for additional guidance on IAQ Protocol and Assessment Requests.

If you have any questions, please contact the Environmental Health & Safety Department at 754-321-4200.

VSW/BK/TN/RR/KB/AW

c: School Performance and Accountability Directors
Senior Leadership Team
Roger Riddlemoser, Director, Environmental Health & Safety

