



## Non-Profit Facility Summit - March 4, 2010

<b>Time</b>	<b>Session</b>	
7:45-8:30	Breakfast and Registration / Intro	
8:30-9:30	The who, what, when where, how, and why of writing a Preventative Maintenance Manual	CJ Clark / Atlanta Community Toolbank
9:30-9:40	Break	
9:40-10:40	Session II Phone Systems/IT Maintenance	Darrell Rodgers/ Emerald Data Solutions
9:40-10:40	Session II Project Management	Clara Smith CMS Enterprise
10:40-10:50	Break	
10:50-11:50	Session III What is an Emergency Plan, and why does my agency need one?	Jeff Jellets / Salvation Army
10:50-11:50	Session III HVAC Maintenance	Richard Tillison EMCOR
11:50-1:00	Tour of Food Bank LEED Certified Facility- Lunch	Rob Johnson / Atlanta Community Foodbank
1:00-2:00	Session IV Energy Efficiency Beginners	Mike Sabo /EnergyAce
1:00-2:00	Session IV Energy Efficiency Advanced	Wayne Robertson /EnergyAce
2:00 - 2:10	Break	
2:10- 3:10	Session V Facility Assessments	Andy Hoover / The Best Consultant
2:10-3:10	Session IIIV How to Run Green Day to Day	Dan May and Carol Bartlet Interfaith power and light