

**THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA**

**ENVIRONMENTAL HEALTH & SAFETY DEPARTMENT**

**TELEPHONE (754) 321-4200**

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October 5, 2017

Signature on File

TO: Monica Schlosser, Principal  
**Cooper City Elementary**

FROM: Alison Witoshynsky, Project Manager  
Environmental Health & Safety Department

SUBJECT: Indoor Air Quality (IAQ) Assessment

**For Custodial Supervisor Use Only**

Custodial Issues Addressed

Custodial Issues Not Addressed

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On October 4, 2017, I conducted an assessment at **Cooper City Elementary School**. Attached are findings and recommendations for further assessment, remediation, or corrective actions needed.

The IAQ assessment did identify one or more existing conditions impacting IAQ and has generated appropriate work orders to correct deficiencies in systems and maintenance that could contribute to decreased indoor air quality. At the time of the assessment, these concerns were not an immediate health or safety concern to building occupants. However, due to individual sensitivities and predisposing health factors, it is possible that some building occupants may elicit a health response to agents and / or conditions identified during the evaluation. Therefore, to further improve IAQ, prevent development of future IAQ-related problems, and to reduce the potential for IAQ-related complaints by building occupants, the IAQ Assessment Team recommends appropriate follow up of each item identified and listed in the attached evaluation.

*Please ensure that your Head Facilities Serviceperson receives a copy of this correspondence so that the recommendations requiring their attention can be addressed. In an attempt to separate IAQ issues from general maintenance items, the attached assessment may contain direction for site based staff to generate a work order through COMPASS. Within two weeks a representative from the Custodial/Grounds Department will conduct a follow-up visit to ensure that all site based custodial issues have been appropriately addressed.*

Should any questions arise, or if the current concerns continue after the attached recommendations have been addressed, please feel free to contact us at 754-321-4200.

AW:smn

Enc.

cc: Sam Bays, Director, Maintenance Operations  
Shelley Meloni, Director, Pre-Construction  
Mark Dorsett, Manager, Zone 1, Physical Plant Operations Division  
Greg Neiman, Area Supervisor, Zone 1  
Kurt Wirz, Area Manager Trades  
Gerald Devio, Supervisor II Custodial  
Benjamin Osborne, Supervisor II Custodial  
Mark Murray, Supervisor II Custodial  
Broward Teachers Union  
Federation of Public Employees

# IAQ Assessment

Cooper City Elementary

Evaluation Date October 4, 2017

Time of Day 11:25 AM

Outdoor Conditions    Temperature 88.5    Relative Humidity 62.8    Ambient CO2 468

Fish	Temperature	Range	Relative Humidity	Range	CO <sup>2</sup>	Range	# Occupants
157	68.9	72 - 78	74.5	30% - 60%	707	MAX 700 > Ambient	0-1
Noticeable Odor		Visible water damage / staining?		Visible microbial growth?		Amount of material affected	
Ceiling		Walls		Floor			
No		2' X 4' Lay in		Plaster		12" x 12" Vinyl	
No		No		No		No	
Ceiling Clean		Walls Clean		Flooring Clean		Room Surfaces Clean	
Yes		Yes		Yes		Yes	
HVAC Supply Grills Clean		Inside of Supply Duct Clean		Ceiling at Supply Grills Clean		HVAC Return Grills Clean	
Yes		Yes		Yes		N/a	
Trash Removed		Signs of Pests		Room Cluttered		Exhaust Fans Working	
Yes		No		Yes		N/A	
Drain Traps Wet		Food if Stored in Room is in Sealed Containers		Unapproved Chemicals / Cleaners in Room		Air Fresheners in Room	
N/A		N/A		No		No	
Mechanical Equipment Location		Filters Installed Properly		Condensate Pan Clean		Mechanical Room Clean	
FISH 155A		Yes		Yes		Yes	
Filters Clean		Cooling Coil Clean		Inside of HVAC Unit Clean			
No		Yes		Yes			
Fresh Air Intake Location		Pollutant Sources Near Air Intake		Fresh Air Intake Free of Obstruction			
Roof top		Not readily accessible		N/A			

**Observations**

Occupant complaining of sickness over last four years including bloodshot eyes. FISH 157 is the PE office, the adjacent FISH 156 is the storage room for PE equipment. The occupant keeps the connecting door between FISH 156 and 157 open. When in the office, she and the HFSP report that the interior door to the hallway (007) is also kept open. In addition, the exterior door to FISH 100B is often kept open OR not closed after use. Finally, there are stained ceiling tiles and drywall soffitt in Hallway 007; likely from roof leak at flashing location. The ceiling tiles were recently changed, but need to be changed again with continued rain.

**Corrective Actions to be Completed by Site Based Staff**

Encourage occupant to reduce clutter	▼
Keep door to adjacent storage room closed, as soil on equipment can be source of microbial growth	▼
Keep exterior door(s) closed to maintain interior air quality conditions	▼
Remove and replace A/C Filters	▼
Wipe ceiling in hallway with Wexcide and monitor, call in W/O to remove if necessary	▼

**Corrective Actions to be Completed by PPO**

Evaluate and repair HVAC system as needed	▼
Set Temperature to 72 - 78 degrees	▼
Repair HVAC to Reduce Humidity Levels	▼
Evaluate and repair cause of stained ceiling tile	▼
Install new ceiling tile upon repair, cuts needed	▼
	▼
	▼
	▼