

B+C2
003

9 October 1987

MEMORANDUM FOR: Director of Medical Services

FROM: John M. Ray
Director of Logistics

SUBJECT: Logistical Needs of Office of Medical Services

REFERENCE: Memo for D/OL from D/OMS, dated 2 Oct. 87, Same Subject

Jerry

STAT

1. I share with you the concerns mentioned in reference regarding OMS space. Be assured that we in the Office of Logistics will do whatever we can to make the OMS area as "presentable" as possible. I have forwarded your memorandum to Chief, Facilities Management Division/OL, who will serve as our focal point in this matter. John will be in direct contact with you in the near future to discuss measures that can be carried out in the near term to achieve whatever is possible to improve the working conditions in OMS.

STAT

3. As far as long-range improvements are concerned, John will also be discussing these with you so that they can be incorporated into our program, which will improve the working environment in the entire Original Headquarters Building.



John M. Ray

cc: C/FMD/OL

O-DL/JMRAY:mgk (8 OCT 87)

Distribution:

- Orig - Addressee
- 1 - C/FMD/OL
- ~~1~~ - OL Files
- 1 - D/L Chrono

OL 0040-87

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

Logistical Needs of OMS

FROM:

Director of Medical Services
1D4061 Hqs.

EXTENSION

NO.

OL
21019X-87

DATE

2 October 1987

TO: (Officer designation, room number, and building)

DATE

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

RECEIVED

FORWARDED

1. D/OL

2. DD/L

10/6

HK

3. EO

10/6

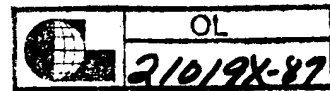
10/6

ML

4. B-Log/Sus

5. FMD -

John - I think we should do whatever we can. The OMS area is terrible.



2 October 1987

MEMORANDUM FOR: Director of Logistics
FROM: Gary E. Foster
Director of Medical Services
SUBJECT: Logistical Needs of OMS

John:

1. I'd like to have someone from your office assigned to help us rethink OMS space and to do what we can in the near term to make this office more hospitable and more sanitary. Several things have become apparent in my six months here:

a. It has been years since parts of this office were painted or seriously cleaned. Our clinical area does not meet either doctor's office or clinic area sanitation standards on most days. Furthermore, it would not look clean even if it were.

b. Lighting throughout the office is dreadful. Our ceilings are too high to make people feel comfortable. Our already small individual offices are made inhospitable to both the sick and the healthy because of inadequate lighting and the dwarfing heights of the rooms.

c. The place is arranged badly, both for the practice of medicine and for normal office functions.

d. There is virtually no storage space for special supplies. Patient spaces are filled with our "spare parts."

e. Treatment of emergencies is very difficult with our current layout. Long halls, tight turns, small doorways, and inadequate access to clinical and lab areas make it difficult to wheel in emergency stretchers and to treat simultaneous crises.

f. The waiting area for allergy shots and travel immunizations is far too small.

g. Our lab is inadequate for the testing we must provide, costing us efficiency and putting at risk our samples, specimens, and patients.

SUBJECT: Logistical Needs of OMS

2. I know that your people are aware of our problems. In fact, when we had a major cleaning crisis in the gym, your staff helped us pressure Allied and that situation has improved. We have made some recent space adjustments and have received excellent priority service from Logistics. But the office needs more significant and thoughtful attention quickly. We need to plan for more size and changed shape so that OMS personnel and our patients can see that things will get better. I'd appreciate any attention that the Office of Logistics can give to this set of issues in the near term.

3. Clearly, a fair share of responsibility for this situation belongs to OMS. Management here pressed the system too little, and I have to tell you that there is no money in the budget to support the kind of redesign and spiffing up that is necessary. At the same, I have to say that the system also has failed OMS. None of the automatic things like drapery cleaning, wall painting, or regular vacuuming and dusting seem to happen here as often as elsewhere in the building. I'd really like to turn things around. I'll work my side, but I also need your support.

4. I've attached copies of some current work orders that address painting and recarpeting. Clearly, these are for show until we can get it right. I don't mind short-term fixes if they give the impression that we take the larger issues seriously. Any other short-term fixes--that go beyond cleaning and beautification--need to be undertaken only in the context of a real plan. Otherwise we'll keep making our current conditions worse by small increments.

5. Thanks for whatever you can do.

[Redacted signature box]

Gary D. Foster

Attachments

** LOGS already being helpful on this*