



The Tool Box

Serving the Electrical, HVAC & Plumbing Industries Since 1912

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The Stick By Tom Frisby, The Frisby Group

One of the first, if not the first, tools was the stick. It could be used to scrape a little trench in the ground to plant seeds, a weapon (an arrow or a spear); as a scepter for a king or a magic marker for a kid learning to draw. The stick is an example of the humankind's creativity, how it has continued to take the natural resources around it and make them ever more our servants, to reduce human effort and improve how we do things. And our quality of life.

In each evolution of the stick as a tool, those who followed had to be taught how to use that stick. It was one thing to tell the member of your tribe that the stick could be made into an arrow and another stick could be arched over to make a bow, and then with a string in tension you could shoot that arrow into the heart of a wild animal and have gazelle burgers for supper tonight. They had to be taught. Trained. Practiced.

Among many of the earlier cultures, the older members were given the task of training the younger ones. The apprentice concept in cabinet and furniture making began half a millennium ago. The mentor became a walking vocational school as he provided hands on and real time guidance to members of the crew.

We have gotten to where we are, good or bad, because leaders have continued to push the envelope, moving from caves to thatched roofs, to adobe, masonry, concrete, steel and now self-rising structures that will be able to grow themselves. But in each evolutionary stage, the inventor didn't implement what had been created. He or she had to teach others how to do the implementation. Henry Ford didn't build cars or really invent much about them. He created the tool (assembly line) to build them fast and cheap.

The story of construction has been just that . . . *teaching others how to do it. And how to do it better.* At least sometimes. We have a lot of tools that are underutilized. We have had critical path scheduling (CPM) around over a half century; BIM has been here for a decade or so; cell phones and lap top computers are almost ancient. Yet each of these technologies (tools) is not well and universally used in the industry. The reason: they are not well introduced into companies, there is inadequate training because of presidents who don't want to use money for training that could go for the new boat or lake house.

A ton of new "sticks" – tools – based on digital and robotic technology is already being used, and even more in the pipeline. There are hundreds of millions of dollars being pumped into start up companies which are developing digital applications for more accurate layout, for smart apparel which can provide safer work environments and virtual job planning, tracking from the factory through the installation and operation. And the list goes on, like drones which can deliver material the superintendent forgot to order for this morning's work, to self-operated (and remote controlled) trucks and excavating equipment, and robots that can paint a room for you. 3D printing is on numerous job sites already.

(Continued on page 4)

INSIDE THIS ISSUE:

| | |
|--------------------------------------|---|
| <i>Gregory Electric Co., Inc.</i> | |
| <i>Mechanical Member Article</i> | 2 |
| <i>December Birthdays</i> | 2 |
| <i>Safety Tip</i> | 3 |
| <i>Welcome New Members</i> | 3 |
| <i>Birth Announcement</i> | 3 |
| <i>Anniversaries</i> | 3 |
| <i>Update Your Outlook</i> | 3 |
| <i>Condolences</i> | 3 |
| <i>Upcoming Events</i> | 3 |
| <i>Page 1 Article Continued</i> | 4 |
| <i>Backwards Planning</i> | |
| <i>6 Simple Rules for Scheduling</i> | |
| <i>Next Year By Jim Mathis</i> | 4 |
| <i>Page 4 Article Continued</i> | 5 |
| <i>Page 5 Article Continued</i> | 6 |
| <i>Around the State</i> | 6 |
| <i>Season's Greetings</i> | 6 |
| <i>Capital Electric Supply</i> | |
| <i>Associate Member Article</i> | 7 |
| <i>Area Meeting Calendar</i> | 7 |
| <i>Vision/Mission Statement</i> | 8 |



Have
A
Merry
Christmas
And
A
Happy
New Year!!



**Mechanical Member:
GREGORY ELECTRIC COMPANY, INC.**

Since 1949, Gregory Electric Company, Inc. has grown to be one of the largest specialty contractors in South Carolina. Gregory Electric Company excels as a strategic partner in the design, installation, and service of energy and infrastructure projects. It is a diverse organization with expertise in the construction of: industrial and commercial electrical, high voltage power, mechanical, solar, HVAC, telecommunication, water utility, and water feature projects.

Gregory Electric was established over 69 years ago by Thomas Gregory and his brother, James. In 1993 Robert E. Livingston, Jr. was appointed president of Gregory Electric Company, Inc. In 1999, Bob took over as owner and CEO of the company and has continued the tradition of excellence started by Tommy and James Gregory.

Though headquartered in the Five Points area of Columbia, Gregory Electric has seven offices across the Carolinas, and performs work throughout the Southeast as well as along the eastern seaboard. Gregory Electric Company and its leadership team strive to be valuable members of the business community as well as the community at large in South Carolina by serving on various boards and supporting local non-profits. Gregory Electric Company believes that it has a responsibility to give back to help build a stronger community.

Gregory’s values are based on safety, quality, productivity, family, and teamwork. Integrity is the bedrock upon which we base our Values, Mission, and Vision.

**Gregory Electric Company, Inc.
PO Drawer 1419
Columbia, SC 29202-1419
Phone: (803) 748-1122 Fax: (803) 748-1102**



DECEMBER BIRTHDAYS

| | | |
|------------------------|--|------------------------|
| Mary Owens | 12/5 Walkup Electrical Construction | Wife of Randall |
| Jim Rabon | 12/9 Honorary Life Member | |
| Fae Sox | 12/10 Honorary Life Member | Wife of Wyman |
| Harvey Kirkland | 12/12 Honorary Life Member | |
| Tiffney Cullum | 12/13 Cullum Constructors, Inc. | Wife of Chris |
| Nancy Reed | 12/16 Cullum Mechanical Construction, Inc.. | |
| Steve Barwick | 12/18 Barwick Plumbing Company | |
| Furman Cullum | 12/19 Cullum Mechanical Construction, Inc. | |
| Carol Forsberg | 12/24 Honorary Life Member | Wife of Ned |
| Katrina Shealy | 12/25 Honorary Life Member | Wife of Jimmy |
| Sandra Merritt | 12/27 Honorary Life Member | Wife of Ray |
| Johnny Richards | 12/27 Gatch Electrical Contractors, Inc. | |
| Chris Cullum | 12/29 Cullum Constructors, Inc. | |
| David Paul | 12/31 Sanitary Plumbing Contractors, Inc. | |

Happy Birthday Members!

*We Would Like To Announce Yours. If you would like to be listed,
please call the Birthday Hotline at 803-772-7834 or Email to mflowers@mcasc.com*

“Tool Box Talks” - Safety Tip
JOB SITE HEATING DEVICES

For some of us, the onset of winter means heating our job sites with temporary heaters. When used correctly, temporary heaters can make your working environment much more comfortable. When used incorrectly, they present a significant risk of fire or explosion.

Inspect your equipment! Heaters are used seasonally and are often stored for long periods of time between uses. They may be damaged when they are hauled from one location to another. It is critical that each heater is inspected before operation for signs of damage and is watched closely during initial operation to be sure that it functions properly.

Before using any space heater or other temporary heating device, make certain it is approved for the environment in which you plan to use it. Ask these questions – Is the unit approved for direct contact with wooden floors? Does it consume oxygen? Does it radiate heat or force heated air across the room? The manufacturer’s specifications will explain how and where the heater may be safely used.

Make certain there is adequate ventilation in the room in which the heater will be placed. When the natural supply of fresh air is inadequate, mechanical ventilation must be provided.

These Things Get Hot! Some Things to Keep in Mind:

- Be aware that the outside of the heater may not look hot, but if you touch it, you could be severely burned.
- Heaters not intended by their manufacturer for use on wood floors must not be set on wood or other combustible materials. This type of heater must be set on suitable heat-insulating material such as 1" concrete or masonry block. The insulating material must extend beyond the heater 2 ft. or more in all directions.
- Temporary heaters must be placed at least 10 ft. from combustible tarpaulins or similar coverings. Tarps must be securely fastened to prevent wind from blowing where they could upset the heater or be set on fire.
- Most temporary heating devices are intended to be used in the horizontal position – do not attempt to use them otherwise, unless permitted by the manufacturer.

Each temporary heating unit must have a fire extinguisher with a rating of at least 20-ABC positioned to be immediately available in the event of a fire.

Be sure to get authorization to use any temporary heating device. Always use them in accordance with the manufacturer’s specifications. Also consider the job site’s conditions and requirements before selecting temporary heaters. Make certain all workers are aware of their presence and instructed in their safe use.

Temporary heaters can be safely used only if you follow the manufacturer’s instructions!

Anniversaries

Mr. & Mrs. Lewis Caswell - 12/20
 Mr. & Mrs. Randy Harley - 12/22

Welcome New Members

Coastal Will Murdock
 PeopleReady Skilled Trades
 North Charleston

Update Your Outlook

Let us know if we need to update your Outlook
 or if you know someone who does!

Birth Announcement

Valerie Anna Smalling
 Born 11/23/2018, 7 lbs. 15oz., 20 1/2 inches
 Proud Parents Brad & Lauren Smalling
 Victaulic, South Carolina

Condolences

Mr. & Mrs. Tigie Garick & Family
 James M. Pleasants Company, Inc., Greenville
 On the loss of his father
 Richard Lartigue Garick, Sr.

Upcoming Events



**10th Annual Midlands Area Nine At Night
 Scholarship Golf Tournament**

Thursday, April 4, 2019
 Charwood Country Club, West Columbia

13th Annual Piedmont Area Clays for College

Friday, April 26, 2019
 The Clinton House Plantation, Clinton



**The Charleston Slam 11th Annual Inshore
 Fishing Tournament**

Captain’s Meeting - May 17, 2019
 Graybar Electric Co., Inc.
 Tournament - May 18, 2019

12th Annual Pee Dee Blast Sporting Clays Event

Friday, September 20, 2019
 Back Woods Quail Club, Georgetown



(Continued from page 1)

But employees have to know how to use all this stuff. And employees first need to know how to use present systems, present technology, present methods of planning, performing and measuring productivity.

Training. Perhaps the number one responsibility of the president is to develop an effective work force, at every level . . . including that of the president. Hiring, motivating, training, evaluating, rewarding . . .

Someone said that a great president will provide a training program so great that the employees will be enabled to get better jobs elsewhere at a pay increase, but they are treated so well they won't want to leave. That is the genius of the great president. I recently talked to an executive of a highly regarded craft contractor who said the number one challenge of his company was the effective training of his employees. I know a lot about his company. Most of his employees could get another job at the drop of a hat, and at an increase in pay.

But they are treated so well they won't.

Tom Frisby is a management consultant with a legal, construction and financial background. He is a negotiator, expert witness, mediator, author, educator who has managed a successful construction consulting firm for over forty years. You can contact Tom at tffizzle@gmail.com

Backwards Planning 6 Simple Rules for Scheduling Next Year By Jim Mathis, The Reinvention Pro

**“Russian Submarine Captains don't (go to the bathroom) without a plan.”
Fred Thompson, in The Hunt for Red October**

It is the time of year when organizations, companies, associations and individuals begin planning for the next year. Recently, while conducting a Time Management training seminar, I was amazed to find out how many people – managers yet, have no clue how to plan their schedule or their goals. I am surprised anything gets done in business with so many leaders who can't make proper plans. There is an old adage that goes: “He who fails to plan, plans to fail.” Looking back at my own career in business, most managers I worked for planned their goals and schedules to fail. They set out with a misguided agenda, so of course they spent the next year in damage control. Then when the next planning time came, they were left wondering what went wrong.

There's another saying that goes: “The more you do of what you're doing, the more you'll get of what you've got.” Tired of getting the same results year and year out? It is time to start planning for success. It is time to try something different. Here's 6 Steps to guide you in planning ahead for success in the year ahead. Use them in your next meeting and see how to orient your entire organization's thinking.

1. **RESULTS** – Try planning backwards - Start with the results in mind. Most mid-level managers plan around their schedule in an effort to “fill the calendar.” If your group's goal is to stay active and keep everyone busy this is a great idea. But if your goal is to accomplish something like, oh I don't know, let's say your organization's mission or turn a profit, this is the dumbest way to start out. Really, what are you in business to do? Move the sand pile left then move it back right the next quarter?

Smart planners begin with the results they want to achieve. They ruthlessly eliminate everything that doesn't support this goal. They never hesitate to say, “No, that's not what we are about.” Great leaders stay focused on the main thing and never deter from it. What do you want to see occur next year? Where do you want to be? Set that as your planning goal and let everything fall into place around it. Guard this and don't let any other activity or program get in the way.

2. **ACTIVITIES** – Next plan the activities it will take to accomplish your goal(s). Don't schedule them yet. Just sit down and determine what it will take to get to the destination you have set. Some activities may be impossible to pull off, but this will give you a good idea of what you need to be doing and how you need to distribute resources to get things done. Planning activities will help you determine the Big Three questions that need to be answered in

(Continued on page 5)

(Continued from page 4)

planning guidelines: (A) What do you think you are doing? (B) What ought you to be doing? (C) What are you actually doing? Examining all three perspectives will give you valuable insight into your job and time problems.

Activities that don't meet these criteria or don't support the mission of your company, corporation or mission should be eliminated, no matter how sacred they are. How many exercises do you do for no other reason than, we've always done them? Read Sacred Cows Make Great Burgers. Yes, it is risky to ask "Why?" but you've got to take a few risks to venture into new territory. Have some fun. Go around and ask people how certain historical practices originated and why they continue to schedule them every year. You'll be surprised at how many people are clueless, but continue to perform them like mindless sheep.

3. **PRIORITIES** – The next step will happen almost automatically. You and your staff will begin to re-evaluate your priorities and find out what you need to be about in the year ahead. You'll be surprised to find consensus when you have eliminated useless activities that don't accomplish your mission or goals. Determining your goals and activities will help you establish clear priorities for the time period you are planning. It will help you enforce the "If it doesn't support or goals, we're not doing it" rule.

Use the Pareto Principle to establish priorities: "Eighty percent of our activities produce 20 percent of the results, while only 20 percent of our activities produce 80 percent of the results." Vilfredo Pareto was a 19th Century Italian economist who established a rule for economics that works in almost every realm of planning. It is simple: List your top ten priorities in order, then circle the top two. Concentrate planning on those two and the other eight will take care of themselves. More organizations waste time on useless trivial activities that produce almost no results. The wisdom of life consists of eliminating the nonessentials.

4. **TIME ESTIMATES** – How long will it take? How much time will each activity require to get you closer to your annual goals? The key to successful planning is to plan both work and time. Start to determine what will take big blocks of time, how many people will be required to get it done and where will the resources be needed to accomplish each task. Next look at the smaller blocks of time and find out how they can be batched together to eliminate waste in funding and time. Where are the wasted time slots? How can they be reduced or wiped away completely?

Determine what time of the year is the peak performance time to get each task accomplished. Where are the slow periods annually that you can get more "behind the scenes" work done? When is your "showtime," when visible tasks are best accomplished? Remember these are only estimates but they will give you a good idea as to when you need to be concentrating on the right tasks at the right time

5. **SCHEDULING** - Now look at your actual calendar. Things that are scheduled tend to happen on time. Things that are not scheduled may never happen. As I said earlier, most managers tend to schedule first in an effort to fill the calendar and eliminate gaps. Knowing what you are about, why you are about it, and how long it will take will be the greatest ally you have in putting things on in ink.

Use this guideline for scheduling: Flexibility in time: Start early on major efforts. Big blocks come first; smaller jobs / activities come second; and group items that are similar in nature. Scheduling along these lines will do more to eliminate wasted time in your calendar. It will allow for the time estimates to become realities and your people to know what they are doing, why they are doing it and how it fits into your overall mission / goals.

6. **FLEXIBILITY** – Allow time for error and the uncertainty. This can only be done if you have set out to allow the proper amount of time for big projects. No one can predict the future (although we seem to have an abundance of philosophers, pundits and fanatics who attempt to do it every day). A well-known television economist spent the first two months of his new program telling everyone not to buy home improvement company stocks (Lowe's, Home Depot, etc.) then was forced to retract every prediction when they soared following the devastating hurricanes in the Gulf Coast areas. One good rule: Don't take advice from anyone who isn't personally invested in the suggestions they are giving. You probably have examples in your own life of people who said to do one thing only to change when things weren't as certain as they assured you. Don't get stuck paying the bill for their mistakes.

(Continued on page 6)

(Continued from page 5)

Planning flexibility allows you to adjust your schedule as needed. It allows you to drop back and re-evaluate your intentions and redistribute resources and personnel in key areas as are required. Be flexible about your schedule, but not your results or goals. Times change and although you can't predict the future, the great leaders are able to see through the present times and prepare for both good and bad events. Those with the best outlook on life are always expecting the best, but prepared for the worst, just in case. To deny that problems will arise is foolishness. In summary, our ability to control our time is directly related to our attitude toward controlling our environment. Now you are in control of your schedule. You determine what to do and when to do it based on a simple rule: What results do we want? Henry Ford said, "Whether you think you can or you can't, you are right."

A year from today, evaluate the tasks you accomplished. How did your employees, support staff come together to meet your goals? How long did it take for everyone to get in step with the master plan and find ways to cut wasted time and reallocate resources? How prepared were you for unforeseen events in the market and society? How much more can you accomplish next year? Try "Backwards Planning" and see how everything fits better into place.

Permission is granted to reprint this article provided the following paragraph is included in full:

Jim Mathis, CSP is an international Certified Speaking Professional, executive coach and trainer. To subscribe to his free personal and professional development newsletter, please send an email to: subscribe@jimmathis.com with the word SUBSCRIBE in the subject. An electronic copy will be sent out to you every month. For more information on how Jim and his programs can benefit your organization or group, please call 888-688-0220, or visit his web site: www.jimmathis.com

Around the State

**Pee Dee Area Thanksgiving / Christmas Celebration
November 16, 2018**



**Piedmont Area Meeting, Trane U. S., Inc.
November 28, 2018**

Season's Greetings!
 MCASC would like to extend
 our appreciation to all of our members
 for their support during the past year.
 We wish everyone
 A Happy and Prosperous New Year!!

Associate Member: CAPITAL ELECTRIC SUPPLY

Capital Electric is now your supplier of choice as a result of a merger of two long-standing, well established distributors, Eck Supply and Vallen Distribution. Both companies are under the parent company, Sonepar, the largest electrical products distributor in the U.S. and globally. Capital Electric comes from several local companies that have gone through many changes on the past 10 years in the local markets. These great companies include Cameron & Barkley, Hagemeyer, Eck Supply, Bryant Supply, and Vallen. The merger also combines Capital Electric, the former Capital Tristate, in Virginia, DC, Maryland, and Pennsylvania. Capital Electric Supply now encompasses over 80 locations from Pennsylvania to Georgia.

Capital Electric has the material you need, where you need it, when you need it.

We offer contractor valued programs such as...

- On-site Inventory Management - Everything from job boxes, on-site trailers to consignment in your warehouse.
- Digital Solutions – Capital now has the resources to support forward thinking initiatives such as a powerful website, mobile apps, and on-line order fulfillment.
- Project Management – Management of your construction projects that span several months with multiple releases, changes etc. Also providing product storage.
- Lighting Design – We team up with leading manufacturers to offer lighting options and design assist.
- Wire Management Services – Through our various vendors we have the ability to lock in a unit cost for a specific project that may span several months. Storage, pulling heads, paralleling, pay-off systems, etc.
- Electrical and Safety Training – We understand many contractors need to meet annual CEU requirements. Capital Electric offers the training you need to help keep industry professionals up to date on the topics you request.

We can now serve you better, faster, and stronger with over 1,000 dedicated associates.

Thank you for your business through the years with us. We look forward to exceeding your expectations in the future. Thanks especially to the MCASC for the excellent communication bridge they provide for our South Carolina electrical, plumbing, and mechanical construction industry.

Capital Electric... The Electrical Distributor of Choice.

Capital Electric Supply
4801-A Rivers Avenue
North Charleston, SC 29406-6502
Phone: (843) 745-9000 Fax: (843) 202-1613

Congratulations to our next Associate & Mechanical Members who will be highlighted in the upcoming issue of "The Tool Box":
PeopleReady Skilled Trades, North Charleston - Associate Member
Walkup Electrical Construction, Florence Columbia - Mechanical Member

JANUARY 2019 MONTHLY AREA MEETINGS

MIDLANDS AREA

Thursday, January 3, 2019 @ 6:00 PM
 Location: 9221 Farrow Road, Columbia
 Sponsored By: Ferguson Enterprises, Inc.

Topic: "TBA"
Presented By:

PEE DEE AREA

Thursday, January 10, 2019 @ 6:30 PM
 Location: Jack's Barn, 2293 Syracuse Community Road, Darlington
 Sponsored By: City Plumbing Company of Florence

Topic: "Rest Easy There Is Freedom From Firestop"
Presented By: Vaughn Padgett & Caleb Snow
Carolina Insulation Contractors, Inc.

PIEDMONT AREA

Tuesday, January 15, 2019 @ 6:00 PM
 Location: 306 East Frontage Road, Greer
 Sponsored By: Miller HVAC Service

Topic: "TBA"
Presented By: Frank Hyatt, Sr., Vice President
Economic Competitiveness
Greenville Chamber of Commerce

COASTAL AREA

Tuesday, January 22, 2019 @ 7-11 PM
 Location: 4981 Dorchester Road, North Charleston
 Sponsored by: C. R. Hipp Construction

Topic: "TBA"
Presented By: Mayor Keith Summey
Mayor of North Charleston



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*Serving mechanical contractors in
South Carolina since 1912.*

MCASC Executive Board & Staff

Bob Miller, President
Edward Gibbs, Vice-President
Mike Richardson, Treasurer
Duwayne Jacobs, Secretary
Leslie Whitehurst, Associate President
Mona Flowers, Managing Director

Mechanicals make it happen -
Be part of the best!

MCASC Vision Statement

The Mechanical Contractors Association of South Carolina (MCASC) will be the leading construction association in South Carolina for specialty contractors and suppliers in the electrical, mechanical (HVAC), and plumbing fields by serving its membership, the industry, and the Community in a vibrant and harmonious fashion.

MCASC Mission Statement

The Mechanical Contractors Association of South Carolina (MCASC) will provide its membership with:

- current business/technical information and support
 - a proactive political/legislative agenda
- a joint industry collaboration to improve relative business practices
- an ongoing effort to offer training opportunities for both professional and craft personnel
 - educational scholarships for deserving students
- the development of industry related career opportunities

The Association's objective for this mission is to enhance the future of the Construction Industry in South Carolina.