Campus Safety Committee
Minutes
Thursday, November 20, 2014
HUB 367

Members Present:

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<tr>
<th>Name</th>
<th>Department</th>
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<tr>
<td>Andrew Stewart</td>
<td>TAPS</td>
<td>Gustavo Plascencia</td>
<td>Dining Services</td>
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<td>Cassandra Greenawalt</td>
<td>EH&amp;S</td>
<td>Lionel Bradford</td>
<td>Communication Services</td>
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<td>Daniel Tran</td>
<td>ASUCR, Student</td>
<td>Lisa Martin</td>
<td>EH&amp;S</td>
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<td>Dave Forman</td>
<td>A&amp;E</td>
<td>Maggie Souder</td>
<td>BCOE</td>
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<td>Ellen Whitehead</td>
<td>Student Life</td>
<td>Richard Rycraw</td>
<td>Risk Management</td>
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<td>Erica Healander</td>
<td>Risk Management</td>
<td>Russell Vernon</td>
<td>EH&amp;S</td>
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<td>Fernando Echeverria</td>
<td>ASUCR, Student</td>
<td>Scott Nichol</td>
<td>Communication Services</td>
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<td>Mike Terry</td>
<td>Physical Plant</td>
<td>Tim Willette</td>
<td>Planning &amp; Budget</td>
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Review/Approve October 2014 minutes
Russell Vernon
Minutes were approved without changes.

Sandwich Board Sign Safety
Russell Vernon
EH&S received an email regarding a vision impaired person who tripped over a sandwich board. Russell asked for the committee’s input and recommendations for whom to contact about this. Current sign design guidelines for the campus do not address this topic; the new draft of the policy discourages use of sandwich boards. EH&S will discuss this with Students with Disability Services and follow-up at the next meeting.

TapShield
Russell Vernon
EH&S was approached by a vendor with a software that can be used to (anonymously) report crimes and suspicious activity to UCPD from smart phones. The cost of the cheapest version is $400 per month; the most expensive is $800. The cost of comparable tools is five to six times as much. Russell asked the committee if they thought the campus would find the software useful. The group should explore the given websites and provide feedback at the next meeting. (http://tapshield.com/overview-video/ https://www.youtube.com/watch?v=XAP0wUEi6fw)

Standing Topics (All)
1. Security (Russell Vernon)
The Chancellor endorsed the President’s proposal to increase tuition. On Tuesday, students protested by occupying Hinderaker Hall. The protest was peaceful and the students dispersed by 8:00 pm. Security in and near the building has since been increased. Since, the tuition increase officially passed the Board of Regents.
2. Traffic (TAPS – Andy Stewart)

- People are upset with the striping on Canyon Crest. Although it wasn’t intended to, cars will be able to stop along the curb for picking up and dropping off students (since there is not a bike lane there). When the city project is finished, City of Riverside can add measures to make the area safer for pedestrians, cyclists, and drivers.
- There is an ongoing project to fill potholes on west campus drive.
- Parking lot 32: the temporary lot is still in use; however, dust is no longer an issue in this lot. There are contractual discussions to replace the lot entrance gates and implement spikes on exits. This should help discourage/prevent drag races there. There is a call box in the lot but no telephone service in the area. TAPs is investigating the installation in Voice over IP in that area instead. The capacity in paid lots on campus still exceeds 100%. TAPS is hoping that the temporary lot will not be needed next quarter.
- Maggie Souder added that the requests for bike cages on campus have increased. Andrew Stewart informed that there are cages at Bourns hall (one inside and outside). The remaining cages on campus (3 other locations) are not used and the bicycle locker program has not been well utilized. There are issues surrounding the relocation of these cages to other areas on campus. Maggie suggests a marketing campaign to increase awareness cage(s)/locations.

3. Fire/Life Safety (EH&S – Russell Vernon)

The company that does the over insurance for the school followed up with inspections that were conducted 3 years ago. They found excessive flammable material storage. Flammable storage cabinets should be in place to meet requirements. The recent bon fire event went well.

4. Emergency & Continuity Management (EH&S – Lisa Martin)

- Evacuations have been scheduled for the rest of the year. 100% of projected annual evacuations for State funded and HDRS funded buildings have been met.
- Emergency Communications Systems tests were held in October. EH&S met with C&C to debrief and evaluate the systems test. Feedback was provided via an effectiveness survey on the EH&S website. The greatest piece of feedback was that people did not know what to do when they heard the siren. She directed the group to the EH&S website where siren response steps are contained. The outdoor siren is meant to direct people indoors. This information was shared with DSC at last month’s meeting and will be marketed more widely to the campus.
- The CHOG exercise is scheduled for 12/17/14. There will be activity on campus during this time (fire trucks, tours through chemical science laboratories, irradiator tour, propane tank, etc.). Emergency vehicles will park near lot 6.
- EH&S is in the process of hiring an Emergency Manager. Final interviews are being conducted next week.
- The campus is preparing an application for the National Oceanic and Atmospheric Administration (NOAA) water ready program. OP suggested that all UC campuses apply so that they are equipped to monitor storms and communicate them to the campus and community at large. The campus will be certified upon approval.
- UCR is establishing protocols, in conjunction with the campus health center, to respond to potential Ebola threats/patients. UCI medical center has proper containment levels and has been identified to accept Ebola patients. OP is trying to identify faculty who are in high-risk areas (global health) who are assisting; weekly updates are sent.
- A vendor has been selected to replace the UC Ready tool. Lisa is actively working with them to rollout the system upgrade by March 31st of this year. The data in the current system will be transferred to the new one. The goal is to develop a campus wide strategic plan for continuity planning and provide a campus wide business analysis.
5. **Physical Safety (Physical Plant – Scott)**
The commissioning of the generator will take place. Power outages in the morning 6-16
Marshall is in the process of working on a contract/PO to ground the elevator at Highlander hall

6. **Architects & Engineers (A&E – David Forman)**
David expressed interest in retraining and issuance of “Training Safety Assessment Partner” cards.
Lisa and Russ indicate that similar training has been provided at other campuses and UCR would like
to mimic training from those campuses. A strategic plan for training and exercises is being devised
and EH&S will look into scheduling a session to renew this training.

7. **Facility and Safety Managers Committee (Maggie Souder)**
Per recommendations from Vice Chancellor of BAS, the Safety and Facility Managers subcommittee
was established. Representatives from various units met at the kickoff meeting on November, 4,
2014. The VC attended and shared group expectations. The group discussed mission statements and
possible tasks for future meetings. Standing topics for future meetings include: safety and emergency
planning, sustainability, meeting summaries, roundtable, best practices, challenges, etc. Emergency
planning and preparation was selected for next month’s meeting topic.

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**Roundtable (all)**

A Student representative brings two issues to the table:

1. **Safety concern regarding the lighting near the REC Center construction zone crosswalk (on Linden, from family housing into REC center area).** There have been complaints of high traffic and difficulty seeing pedestrians at night. Andy will discuss this with physical plant and lighting and will see if REC center staff can help with this. There may be things that can be done in isolated areas to improve the lighting. Andy will report back to the committee next month.

2. **Food permit requirements and training discrepancies.** Some student groups (Chicano Student Programs and African American Students Programs) have expressed frustration with the food permit and food safety training confirmation process. EH&S described the current process and suggested that students print copies of training verification to the events where food is being served/distributed. EH&S will seek to improve this process and provide support to the programs who have experienced difficulty