

# Facilities/Safety & Grounds Committee

May 18th, 2009

Chair: Marilyn Hansmann

Members Present: Kimberly Leitzen, Terry Knight, Michele Tlougan, Michael O'Dea, Robert Morris, Mona Permann, Kristie Ziegler, Deb Bond, June Meitzner, Craig Johnson

Incident Reports: Were handed out for review.

Old Business: Facilities Changes:

Heintz Center – They have started on the Interior at Heintz Center.

Memorial Hall – They have started this project. Projected to last most of the summer.

West Parking Lot Expansion – Has been started. They did a controlled burn to clear away trees. They also are replacing the chain link fence around the parking lot because it is actually more economical to buy new than try to fix the old. Once it has been broken and bent its very costly to fix.

Work will be done on the HVAC in the server room starting July 1<sup>st</sup>.

New Business: Fire Alarm System Upgrade – Will have a 2 hr battery back up in the event of power outage. Will also be able to have lights that blink at different speeds and colors for those that are hearing impaired, as will with streaming messaging.

OSHA Compliance Audit - Don Beckering from MnSCU and his crew have been touring our facilities to help us with an OSHA Compliance Audit. We are having a de-briefing meeting to discuss their findings later this week.

STAR ALERT – We are currently working on setting up a link on our website so that students, faculty, and staff will be able to sign up for the STAR ALERT system that will send you text message or email to let you know of an emergency that might be happening on campus. At this time there is not a module for landlines.

Zone Leadership Training - Currently working out the details of what is needed by the Zone Leaders in the case of an emergency on campus. Once the details have been worked out, there will be training provided. We need to have 48 volunteers to help us with this and currently have 12. There is also a need for 5 Assembly Zone Leaders that will have designated places to be so that once people are away from the emergency will have someone to direct them what to do next.

## **Summary of Incident Reports April 9th – May 13th, 2009**

On April 9<sup>th</sup>, UCR Security was notified about an individual whose vehicle was damaged in the East parking lot. A report was filed to document the event.

On April 13<sup>th</sup>, UCR Security was notified about vandalism to two signs in the Main Campus. A report was filed to document the event.

On April 14<sup>th</sup>, UCR Security was notified of an incident involving an individual who felt they were being harassed on campus. A report was filed to document the event.

On April 14<sup>th</sup>, UCR Security was notified about an individual whose vehicle was damaged in the West parking lot. A report was filed to document the event.

On April 15<sup>th</sup>, UCR Security was notified by an individual that license plates were removed from the vehicle. Rochester Police Department was notified of the incident and a report was filed to document the event.

On April 20<sup>th</sup>, UCR Security was notified by an individual about a vehicle collision in the East Parking Lot. Rochester Police Department was notified of the incident and a report was filed to document the event.

On April 25<sup>th</sup>, UCR Security was notified about a camera that had been stolen in the Main Campus. A report was filed to document the event.

On May 1<sup>st</sup>, UCR Security was notified about an individual's wallet being taken out of their purse. Rochester Police Department was notified of the incident and a report was filed to document the event.

On May 6<sup>th</sup>, UCR Security observed a vehicle parked illegally in the East Parking lot and using a tampered Special Permit sign. A report was filed to document the event.

On May 6<sup>th</sup>, UCR Security was notified about an individual who was assaulted on the Main Campus. The Rochester Police Department was notified and a report was filed to document the event.

On May 8<sup>th</sup>, UCR Security was notified about an individual whose vehicle was damaged in the West Parking Lot. A report was filed to document the event.

On May 11<sup>th</sup>, UCR Security was about an individual who drove their vehicle into a garage door at the Heintz Center. A report was filed to document the event.