UH MAUI COLLEGE – ADMINISTRATIVE SERVICES
Campus Security Department
FY 2021 Annual Program Review Report

I.   Mission and Functions Overview

Mission:

The University of Hawai'i Maui College Campus Security Department is firmly committed to providing and promoting a safe and secure campus environment and serving our community with Aloha. Our policies and procedures are designed to ensure that every possible precautionary measure is taken to protect persons and property.

Functions:

- Develop long and short-term strategic and tactical plans along with continuous program review and assessment for the implementation and operation of an efficient, cohesive, preventative and responsive Campus Security Department.
- Manage, supervise, evaluate, direct and lead the day-to-day activities of the Campus Security Department, which include UH Security Officer(s) and contract security personnel. Provide Human Factor Research Group (HFRG) training formerly known as Pressure Point Control Tactics (PPCT) Basic Defense Training to members of the team, along with other required training such as AED and CPR, Security Guard Certification and others.
- Develop, update and implement a comprehensive UHMC Emergency Response Plan for students, staff and faculty to follow for all types of emergencies.
- Develop, update and implement an emergency management protocol and standard operating procedures in alignment with the UH System Emergency Management Plan and the National Incident Management System (NIMS).
- Upgrade and maintain the UHMC security infrastructure which includes but not limited to, security communication equipment, carts and motor vehicles, code blue phones and PA system, surveillance system, burglar and fire systems, area evacuation systems, etc.
- Manage the budget and finances for the Campus Security Department to ensure an effective expenditure plan and projected requirements.
- Maintain and develop complex or special recurring and nonrecurring reports such as, but not limited to, campus crime trends, Clery Report, Annual Security Report, the Emergency Operating Procedures and campus security operating procedures reports, etc.
- Assume a critical leadership role within the UHMC Incident Command team and operation. Serve as college liaison and send emergency communications for campus security incidents, alerts and situations in a timely and orderly manner.

- Develop and conduct educational, training programs for Campus Security personnel, staff, students and administrators in the area of safety and security.
- Oversee, manage, evaluate and improve the UHMC Hazardous Chemical and Hazardous Waste Management plan and policies. Ensure programs/departments that procure or generate hazardous materials/waste prepare appropriate online inventory worksheets. Coordinate disposal of hazardous wastes for the campus.
- Work with and assist the college Information Technology department to take proactive measures to maintain cyber security and develop and implement policies and protocol in the event of an information breach.
- Responsible for completing the Clery Act Compliance, Annual Crime and Crime Data Reports, as well as Campus Security Authority management and Timely warnings.
- Ensure fire safety inspections are conducted by security team members. Participate in UHCC Chiefs meetings, County EOC team, Hawaii Civil Support Team exercises, and the Campus Behavior Intervention Team.
- Provide support for the Campus' Trap, Neuter & Return Program.

II.   Accomplishments for FY 2020-21

Accomplishments for 2020 and 2021

- Attended weekly Hawaii Emergency Management Agency and Maui Emergency Management Agency Meetings.
- Covid Task Force Committee member, assisting with all Vaccination and Covid Testing Clinics since the beginning of the Covid crisis.
- Monthly Team Malama meetings.
- Monthly meetings with the Maui County Hotel & Resort Security Association (MCHRSA).
- Monthly meetings with the Threat Team EDU Office of Homeland Security and the Department of Defense.
- Monthly meetings with all three shifts and Sgts.
- Bi-Monthly meetings with the Safety & Security Managers for the Community College System Team.
- Quarterly meetings with the Hawaii State Fusion Center Statewide Campus Security Leaders.
- Conducted training for 10 interns from the Administration of Justice Program.
- Completed a campus wide survey of all Fire Extinguishers, mapping and creating an excel spread sheet with type, location, and needs for update/maintenance, including signage.
- Purchased a new utility cart.
- Installed a new campus front gate, including signage.

- Upgraded signage throughout campus, including upgrading all bulletin boards, cleaning and painting them.
- Conduct joint annual functional exercises with MEMA, Army Civil Service Team (CST) and Joint Emergency Units - Maui Police Department, Maui Fire, Maui EMS, Hospital.
- Published the Annual Security Report, Emergency Operations Plan, Jean Clery Report and Campus Safety and Security Brochure. Keep campus updated on current security concerns with monthly e-News and through emergency administrative alerts.
- Perform weekly inspections of emergency call towers, IP speakers and horns, lights and cameras to ensure they are operational and properly working
- Perform monthly inspections of elevator and area rescue station phones to ensure they are operational and properly working.
- Respond to calls for service and provide assistance in emergency situations.
- Ensure the University Security Officers and contracted security guards have updated certifications and receive job related training, i.e., Guard Card, CPR, First Aid, FEMA, PPCT Control Tactics, Title IX and VAWA.
- Ensure the Security Department's Standard Operating Procedure is updated and incompliance with federal, state & local laws, as well as University of Hawaii system policies.
- Ensure the UH Maui College Hazardous Chemical & Hazardous Waste Management Plan is updated and in compliance with government standards.
- Established a relationship with both the manager and security director for the Harbor Lights Condominium. Policy to close the Harbor Lights security gate at an earlier time. Posted signage. Arranged to have all school bus monitoring for Harbor Lights children to be monitored by Harbor Lights management staff and their security.
- Relationship reestablished with the Maui Arts & Cultural Center security staff and event coordinator. Communication takes place on a regular basis.
- Coordinate UHMC security staffing for large events, such as vaccination clinics, commencement, Salvation Army lunch give away.
- Training during 2020 and 2021 for campus security staff and supervisor:

01/06/20 – Paeloko Professional Development Training

01/10/20 – Hazardous Materials Management Training

01/28/20 – Emergency Exercise IT Training

01/30/20 – CCMT Emergency Exercise Training

02/03/20 – Table Top Exercise (TTX) with Maui Emergency Management Agency – "Mass Casualty Response to Fentanyl Overdose" and Communications Protocol

02/05/20 – Full Scale Emergency Exercise (FSE) for campus

04/29/20 – Active Shooter Training through UH Manoa Department of Public Safety

05/29/20 – Threat Team EDU Training, Department of Homeland Security

06/30/20 – Title IX Regulations

07/02/20 – HiNG Medic Team Presentation: COVID-19

07/07/20 – Campus Security Online Summit

07/08/20 – Camus Security Online Summit

07/16/20 – Investigator II Training

07/17/20 – Investigator II Training

07/23/20 – Investigator Training

07/24/20 – Investigator Training

07/31/20 – Threat Team EDU BIT Training

08/06/20 – US Secret Service (USSS) "Mass Attacks in Public Spaces – 2019"

08/17/20 – Hazardous Materials Management Training

08/18/20 – Hazardous Materials Management Training – Initial

10/16/20 – Understanding and Managing Bias

11/09/20 – Data Governance and Information Security Webinar

01/22/21 – Understanding and Responding to Substance Abuse in our Community

01/26/21 – Table Top Exercise (TTX) with Maui Emergency Management Agency

01/28/21 – Full scale Emergency Exercise (FSE) for campus

02/05/21 – HiSSI Training: Teamwork - Better Together and Security Tips for
              Success

03/05/21 – Excellence in Education Security Training

03/09/21 – Hawaii State Fusion Center Training

03/12/21 – Threat Team EDU Training

04/13/21 – Coach Approach Training for Supervisors

04/14/21 – US Secret Service (USSS) "Attacks on Federal Government 2001 –
              2013"

05/30/21 – Seven Habits Training for Staff

06/01/21 – Covey Seven Habits for Success Training for Security Staff

08/02/21 – Community Awareness Briefing (CAB) by Department of Homeland Security

08/06/21 – Omnigo Training

08/16/21 – Fire Extinguisher Training

08/17/21 – Pressure Point Control Tactics (PPCT) Training (4 days)

08/17/21 – FBI Presentation: E-gaming and Radicalization

08/18/21 – Campus Security Authority (CSA) Training

08/23/21 – Pressure Point Control Tactics (PPCT) Training (4 days)

10/6/21 –   Brown Bag Lunch Virtual Meeting – Campus Emergency Response Plan (CERP) Training

10/20/21 – Brown Bag Lunch Virtual Meeting – Annual Security Report (ASR) Training

11/10/21 – Brown Bag Lunch Virtual Meeting – Campus Crisis Management Team (CCMT) Training

11/17/21 – Brown Bag Lunch Virtual Meeting – Campus Policies Training

11/19/21 – Security Staff Professional Development Training Day: Report Writing, Clery and CSA, Diffusing Difficult Situations and Active Shooter Training

11/20/21 – CPR and AED Training for Security Staff

III.   Analysis and Assessment of Quantitative and Qualitative Data

CLERY CRIME STATISTICS DATA

Crime statistics are gathered and used for collecting and compiling statistics used in the Annual Security Report (ASR) and statistics are submitted to the U.S. Department of Education through an annual web-based data collection survey. The following is the list of campus crime statistics comparatively reported for the years 2018, 2019, and 2020.

Quantifiable Clery Crime Statistics Data

	2018	2019	2020
Murder/Non-Negligent Manslaughter	0	0	0
Negligent Manslaughter	0	0	0
Sex Offenses, Forcible	0	0	0
Sex Offenses, Non-Forcible	0	0	0
Robbery	0	0	0
Aggravated Assault	0	0	0
Burglary	0	0	1
Motor Vehicle Theft	1	4	1
Arson	1	0	0
Arrests/Disciplinary Referrals Weapons – Carrying, Possessing, etc	0	0	0
Arrests/Disciplinary Referrals Drug Abuse Violations	0	0	0
Arrests/Disciplinary Referrals Liquor Law Violations	0	0	0
Domestic Violence Offenses	5	1	0
Dating Violence Offenses	0	0	0
Stalking Offenses	0	1	0
Total Incidents:	7	6	2

Qualitative Analysis of Clery Crime Statistics Data

Burglary has increased for those areas that are pad locked and can be easily cut for access. The Agriculture Program storage shed is a prime example of such a situation where a pad lock was the only defense for someone to get in. Motor Vehicle Theft was also prevalent in 2019 and occurred again in 2020. Surveillance cameras would have benefited us in apprehending the perpetrator. Additionally, having additional staff to cover the 78 acres and 40+ buildings on a regular basis is a clear deterrent for those wishing to steal from our facility. With COVID the Security Department was hit hard with military deployment of one of our officers. This void was eventually filled with an emergency temp. The entire security staff was working in-person for both 2020 and 2021 throughout the COVID situation where others were able to work from home. Despite the burden of under staffing, the campus has seen a decline due to the vigilance and presence of what little staff we have. Our department was also able to hire two 19-hour emergency hire positions to fill behind for those officers on sick and vacation. Filling these positions was quite difficult due to COVID situations and lack of ability to provide more hours or benefits.

FACULTY & STAFF SURVEY DATA – SPRING 2020

Quantifiable Faculty & Staff Survey Data - Spring 2020 (44 total respondents)

	Completely Agree	Agree	Disagree	Strongly Disagree	No Opinion*	Total
1. Security officers have been responsive.	23 (53.5%)	18 (41.9%)	0	0	2 (4.7%)	43
2. Security officers have been courteous and helpful.	29 (67.4%)	11 (25.58%)	0	0	3 (6.98%)	43
3. Campus is safe and secure.	17 (39.53%)	20 (46.51%)	1 (2.33%)	0	5 (11.63%)	43
4. Campus security alarm systems are adequate.	10 (23.81%)	16 (38.10%)	6 (14.29%)	1 (2.38%)	9 (21.43%)	43
5. Have the Campus Security services improved or declined over the past year?	Improved: 16 (39.02%	Stayed the same: 24 (58.54%)	Declined: 1 (2.44%)	0	0	41
4. What suggestions do you have for improving the Campus Security service?	Answered: 11	0	0	0	Skipped: 33	44

Qualitative Analysis of Faculty & Staff Survey Data - Spring 2020 (44 total respondents)

We received a 95.4% total** positive rating from question 1 on "responsiveness", and a 93% high total** positive rating for question 2 on "courteous and helpful services". Remainder of the responses for these two questions were "no opinion".

When reviewing written responses from question 5 into the support behind the positive results, the following is noted:

- Need more officers patrolling but those we have are awesome.
- Campus security is responsive and friendly. Although they provide excellent service, more security guards are needed per shift.
- Often only one officer is on duty at a time. Is this safe for them? We are lucky the campus has been empty, but I worry about the officers staffing needs after hours when the less desirables in our community are lurking about.
- I think more officers could improve the department but unfortunately due to the lack of income to the state due to COVID, that won't happen for some time.
- Increased staffing.

ALL of these comments reflect the campus' **need for more officers on duty** for a better visible presence and ability to respond quicker. Safety of staff is paramount.

The survey reflects 89% total** positive rating for question 3 on campus environment "Safe and Secure" and 62% total ** positive rating for question 4 on campus security alarm systems being adequate.

The following statements were made that support the campus concern for improving the safe and secure environment and alarm systems:

- Vocational buildings need alarms and fire alarms not working.
- There was a test of the security speaker system and I heard something from the speaker but it was soft and if someone was talking, I could not hear it. Maybe need to test the system every quarter.
- Another impossible situation due to budget crisis, but could have more staff and better technology. Half the time cameras don't work or are poor in quality when having to review an incident.
- If the blue light areas are broken, they should be fixed or removed.
- Unsure if the cameras or alarms are fixed, at one time they were inoperable, so not sure.
- Please provide camera/emergency station within the lower campus (TLC/Nursing Area). It would be encouraged to have the gravel parking lot well-lit. It does not feel safe after 6 pm.

The negative 17 % results for question 4 for Security Alarm systems being adequate reflects the above comments pertaining to the broken camera and Public Address systems. This writer has been pleading for assistance with these areas since March 2019, of which a 2020 opportunity for improvement was shut down with the COVID event, thus leaving the campus camera and PA system is more disrepair.

The negative results reflect the **need for better lighting, better surveillance, and more employees.**

Security environment improvements are a huge concern. Landscape improvements, lighting, and having more guards visible were repeated themes. Potential "active-shooter" incident, non-student and homeless encounters, as well as "religious protestors" are this survey's top contenders for anxiety and stress-related safety concerns. **More presence means more staff members.**

** totals of completely agree and agree were added, and totals of disagree and strongly disagree were added. This was done to have a better picture of the weight of agree vs. disagree

SECURITY BRIEFING ACTIVITY LOG ENTRIES – 2020 & 2021 DATA

Security staff are asked to log all activities into the Briefing Activity Log, not only as a way to pass along information from shift to shift, but to also have a running log of activities pertaining to events on campus, work related situations, health and safety issues, concerns, problem areas, alarms, mental health situations, requests to lock and unlock, finding unsecured areas, repairs, and patterns on a daily basis.   Documentation is not only to keep our staff safe, but for the safety of the entire campus facilities, faculty, staff and students. This log is also used to assist with overall operations planning with scheduling, staffing, budgeting and prevention.

Quantifiable Data from Security Briefing Log Activity Entries

Entry Description	2020	2021
Alarm Activated (Blue Tower, Card Reader, Elevator, Panic Button, Building)	77	55
Animal Incident (Dogs, Pigs, Chickens, Leash Law Violation)	5	16
Bee Activity/ Safety Condition	6	5
Campus Activity (Dorms, Sea Grapes, Events, People on Campus)	91	22
Cart (Maintenance, Damage, Alerts)	11	31
Facility Safety OM Request (Chiller, Doors, Fences, Lights, Sprinkler, Trees, Water Lines, Generator, Gas, Elevator)	47	41
Incident (Fire, Smoking and Alcohol Violations, Power Outage, Water Main Break, Clery, Vandalism, Hurricane, Earthquake, TRO)	54	56
Informational (internal passing down information)	47	49
Key Distribution	0	15

Continued…

Entry Description	2020	2021
Lost Property (Lost and Found)	21	20
Security Assist (unlock/open doors, gates and buildings, transport, mailroom, elevator, vaccination/testing, Library Checks)	91	360
Suspicious Activity (stalled, assist, disoriented, warning issued, unauthorized)	30	18
TNR (Feral Cat Program)	13	17
Trespass Order Violation (Trespass Issued)	5	3
unauthorized presence – compliance (homeless, gangs, suspicious vehicles/persons, skateboard/bicycles/mopeds, that comply with the request that the campus is closed)	464	173
unauthorized presence - non-compliance (homeless, gangs, suspicious vehicles/persons, skateboard/bicycles/mopeds, that have negative response and do not comply willingly with the request that the campus is closed)	191	73
unsecured doors, (doors, gates, windows, equipment)	278	253
vehicle incident (stalled, assist, disoriented, warning issued, unauthorized, overnight parking)	59	50
Totals -	**1419**	**1318**

Qualitative Analysis from Security Briefing Log Activity Entries

Data from both years shows a huge presence from outside during 2020 when the campus was technically closed. The number **655 reflects persons that are "homeless, gangs, suspicious vehicles/persons, skateboard, bicyclists, moped traffic" that had both a compliant and non-compliant reaction to officers** informing them that the campus was closed. These events mostly take place after hours and on weekends/holidays when there is little or no other faculty/staff present. The number **246 represents last year, 2021**, in which the campus faculty staff and some students and activity did take place and was more active. The **events still mostly take place after hours and on weekends/holidays** when there is little or no other faculty/staff present. This activity prompted a shift in our schedule to increase staffing for 1st and 3rd shifts which are mostly afterhours and overnight. Staffing has been limited with one officer that was out two years on military duty, and others out on vacation/sick leave requests.

Security Assist requests have increased with more persons on campus in 2021 with 360, from 91 in 2020. This activity occurs mostly during the day while faculty/staff and students are active.

Unsecured doors, windows, gates and equipment numbers seem to be near the same at 278 for 2020 and 253 for 2021. Incident reporting also seems to be near the same at 54 for 2020 and 65 for 2021.

IV.   Goals, Plans and Objectives for Fiscal Year 2022

Goals, Plans and Objectives for Fiscal Year 2022

1. **Increase staffing** – 1.5 to 3 minimum contract guard OR 5.0 New Security Officers and salaries. Having proper staffing coverage, whether an increase of contract guards or permanent positions to have a minimum of 3 guards for each shift at all times is our number 1 priority.

   Campus security schedule is required to cover 24 hours a day, seven days a week. Theoretically, for safety and security reasons, security staffing should always work at a minimum in teams of two. One needs to consider having a back-up for ALL shifts, coverage for the lock up and securing of all buildings, being a visual pro-active presence, providing service to the thousands that report to work and also that visit our campus daily. Patrolling buildings, grounds and parking lots including the outer areas such as the "Sea Grape" area requires a minimum of two security staffing at all times. Having proper staffing coverage, whether an increase of contract guards or permanent positions to have a minimum of 2 guards for each shift at all times.

   Our current staffing includes 7 full time security officers (SO's) (which includes 2- SO II's and 5- SO I's) along with 1.5 contract guards. When taking into consideration the reality of staff out on sick, on vacation or in training, along with the fact that shift scheduling cannot be within 12 hours in between, and all SO's are entitled to regular days off and holiday's, our current staffing is inadequate in many ways. There is a lack of coverage in which there are many days that only have one staff per shift, as well as some days when staff will need to pull a double shift, and/or come in on a day off for coverage. Proper training is a challenge for coverage as well. I am unable to schedule appropriate training for the officers as there will be unsafe coverage on the days that they are needing to be in mandatory training.

   Campus security is important in order to proactively prevent crimes from occurring, as well as to give everyone a visual assurance that security staff are present and on duty. A minimum of two workers minimum per shift is required as back up in situations that could turn violent within seconds. Three is preferred. According to the Maui Police Departments Crime Statistics for the various districts, the chart shows the highest percentage of crimes have been occurring in the Wailuku District which includes Kahului where our campus is located. August 2019 saw 60.65%, September 2019 was 56.03% and October 2019 was 54.47%. Charts are listed below.

Crime statistics reflect a high number of Theft, Assaults and Burglary. Theft from vehicle and Auto Theft are the other two crimes listed and their numbers are just as high. Throughout the neighboring areas, Queen Ka'ahumanu Center, Maui Mall and other Kahului Shopping Centers have more recently experienced first-hand crimes such as Murder, Sexual Crimes, Physical Assaults and gun threats. The amount of homeless is at an all-time high in Central Maui and the position we are in at the campus brings us to the center and a very welcoming location for those that commit crimes to gather. More security would assist in determent and addressing of safety concerns and needs.

Crime Statistics for August 2019

Offense		Police Districts			Town		
Offense	Maui	Kihei District	Lahaina District	Wailuku District	Kihei	Wailea/Makena	Maalaea
Assault	67	9	14	43	7	1	1
Burglary	49	11	12	23	10	1	0
Theft	267	56	53	158	44	7	5
Auto Theft	48	6	8	34	4	2	0
Theft from Vehicle	95	19	13	61	14	4	1
TOTAL	526	101	100	319	79	15	7
percent of total cases		19.20%	19.01%	60.65%	15.02%	2.85%	1.33%

Crime Statistics for September 2019

Offense		Police Districts			Town		
Offense	Maui	Kihei District	Lahaina District	Wailuku District	Kihei	Wailea/Makena	Maalaea
Assault	63	6	13	44	6	0	0
Burglary	57	12	9	35	11	2	0
Theft	285	64	68	145	49	12	2
Auto Theft	44	15	5	24	14	0	1
Theft from Vehicle	65	11	13	40	7	1	3
TOTAL	514	108	108	288	87	15	6
percent of total cases		21.01%	21.01%	56.03%	16.93%	2.92%	1.17%

Crime Statistics for October 2019

Offense		Police Districts			Town		
Offense	Maui	Kihei District	Lahaina District	Wailuku District	Kihei	Wailea/Makena	Maalaea
Assault	73	18	12	38	15	2	0
Burglary	52	15	4	33	14	1	1
Theft	281	50	52	142	36	13	1
Auto Theft	42	9	8	23	6	2	1
Theft from Vehicle	66	11	7	44	6	3	3
TOTAL	514	103	83	280	77	21	6
percent of total cases		20.04%	16.15%	54.47%	14.98%	4.09%	1.17%

Increase of contract services from 1.5 to 3.0 would be twice the current cost. Current average hours for a month for 1.5 is 300 x $28.26/ night hours = $8,478. To increase to 3.0 workers would be $8,478 x 2 = $16,956 per month. I would rather have trained State Security Officers to fill these positions instead of contract guards for many reasons.

2. **Update/Upgrade/Replace Surveillance Camera System**

Having an internal and external surveillance system deters people from theft and vandalism is important, however, if they do decide to go through with it, with an updated, upgraded, replacement of our current surveillance camera system, we would have concrete evidence of who did it and when.

Our current VGA security cameras are obsolete and antiquated. They all need to be replaced with up-to-date Avigilon equipment. Our campus Information Technology (IT) department is currently exploring alternatives to replacing the outdated Cat 3 cables used by the emergency call towers to transit audio and video signals. Further exploration to combine all existing video cameras throughout the campus onto one common platform for viewing and storage. Upgrading Surveillance Camera system to work properly and well.

3. **Update/Upgrade/Replace Radio System**

Instant communication is a must when working to keep others safe. Have the ability to immediately respond to threats, neutralize a suspect, and coordination after an incident are just some of the key reasons an updated, upgraded or replacement of our radio system is needed for our Security Department. A shared system with OM, IT and SO is okay, however, we are in need of our own channel, and also the need of a shared channel.

4. **Campus Entrance Gates and Fences**
    - Install Gate at "Hole in the Wall"
    - Improve perimeter fencing

The campus cannot currently be completely secured after hours. There is one more small entrance needing to be gated. The gate will allow for the campus to appear to be properly "locked" down from mopeds/foot traffic entering after hours, as well as allow for a cleaner entrance, getting rid of the stanchions being currently used. The cost of the gate is approximately $2,500.

Additional perimeter fencing is needing to properly lock up the campus. There are several areas that mopeds, bicycles and foot traffic can easily access, in fact, it welcomes them to enter campus at all hours of the night when campus is officially closed.

5. **Purchase of 6 additional AEDs for the campus would total $7,500.**

   Create and implement an AED Management Program. Purchasing additional AED and acquiring training for staff. AEDs should be readily accessible to all employees and to the public. Ideally, AEDs should be located in each building. Our campus currently has a total of 4 AED's. Locations are as follows: Security Annex office, UH Fit, Health Center, and 'Ike Le'a building. There should be a minimum of 10 for our campus and each security cart should have one. The current cost per AED is $1,250.

6. **Evacuation Map signage for each building**

   Proper, professionally designed evacuation maps are needed for each building. With the assist of the graphic designer, I would like to get a quote to have these maps made and mounted in each building, possibly each classroom as well, as required to properly inform occupants of the locations for exits, fire pulls, first aid, fire extinguishers and emergency stairwells.

7. **Renewing/Going out to bid for the Security Tech Building Alarms Contract**,

   The current system contract with Security Tech closes September 2020. The current system is not working as it should. The entire system needs to be reviewed and evaluated for relevance to locations and overall campus needs. Training needs to take place for those that use the system. Codes need to be in place that are specific to the user. Renewing/Going out to bid for the Security Tech Building Alarms Contract, having staff training and making sure that the alarm code system is being properly used.

8. **Update/Upgrade/Replace Code Blue Tool Vox server to include annual maintenance contract.**

   Code Blue Towers need to be updated/upgraded/replaced. There are a total of 11 code blue towers, of which two are completely not working.

9. **Campus-wide speaker/PA system**

   Lock down, evacuate, shelter in place mass notifications is mandated by law to take place in a timely manner. These commands are essential to the safety of our campus community. The current speaker system is limited to our Code Blue Towers and the speaker systems are in adequate for the size of our campus. A

better system has been tested and the results are that only three of these speakers would cover getting information out to our entire campus. This mass notification system is called High Power Speaker Arrays and can cover large distances. Of the current 11 Code Blue Tower System units, 7 PA systems are not working. A better system is needed, to include a different speaker mechanism that is "surround sound". Also more PA's are needed throughout the campus, both internal and external.

10. Complete Storage Shed and Utility Cart Parking improvements

The current building is in need of walls and flooring. Shelving/storage and locker set up will be needed as well. This building will be used as a locker and storage room for all security equipment. Both buildings will require signage indicating that they are both the Campus Security buildings. Uniform lockers would be needed as well. All campus security carts need to be equipped with a fire extinguisher, mini first aid kit and AED. A secured/locked box is needed for each cart.

11. Security APP.

Currently RAVE or Life Save Apps are on the market as the "state of the art" security apps to have. UH Manoa has the Guardian RAVE App that they use. UH WO has gone out to bid for an app. The bid closed this month December and I am awaiting results from UH WO supervisor. RAVE has made a special offer to UHMC as well as to the 10 campuses for as little as $3,000 a year per campus, they would provide their services to our entire system. The CC system campus chiefs are going back to their campuses IT and Marketing departments and discussing this opportunity. There is potential for others to be on board with this, however, new developments with UHMC's student affairs office in acquiring an App entitled "Ready Education" that is used by UH Hilo, has a security component, however, does not have the abilities as RAVE or Life Save Apps.

V.   Resource Needs and Top Five Priorities

1. Funding and position count to hire five (5) permanent University Security Officers to replace current emergency hire officers and contract security officers. Alternative would be to increase the Contract Guard at 1.5 staffing to 3.0 staffing for an increase of $8,500 month.

2. Professional Development Training and supplies for Chief and Staff $10,000

3. Funding for annual maintenance contract for Security Surveillance Cameras and Code Blue Tower Equipment is necessary to upkeep current equipment to working standards. Maintenance to include four on-site visits a year to do cleaning and testing of all emergency call towers, IP speakers and horns, lights and ALL camera equipment. Cost for contract would be $9,800 total.

4. Funding to install "hole in the wall" gate and improve perimeter fencing. The gate would be $2,500 + $5,000 for perimeter fencing improvements.

5. Campus Wide Speaker PA System Replacement/Upgrade/Improvements $25,000

6. Funding to support AED ($7,500)

7. Funding to support completion of storage building. ($4,000)