

# UNIVERSITY OF HAWAI‘I SYSTEM ANNUAL REPORT



REPORT TO THE 2009 LEGISLATURE

Report on  
University of Hawai'i Systemwide Security and  
Prevention Measures for 2009

Act 158, SLH 2008, Part 3, Section 90.3  
(HD 2500 HD1 SD1 CD1)

December 2008

University of Hawaii Report in Response to  
HB 2500 HD1 SD1 CD1, Part 3, Section 90.3 (Act 158)  
University of Hawaii Systemwide Security and Prevention Measures

## **UOH 100 – UH MĀNOA**

### Current Difficulties

The University of Hawai'i at Mānoa Campus Security Department faces a number of difficulties this fiscal year. Violent crimes such as armed robberies and sexual assaults have been increasing in and around the campus. As our nation's economic condition continues, the number of crimes on campus will only increase. The recent budgetary restrictions imposed on the University have added to the difficulty in maintaining the safety and security of the Mānoa campus.

### Future Needs for Improving Security

The Mānoa Campus Security Department has identified several future needs that will help to improve security on campus. These include:

- Installation of closed circuit TV (CCTV) cameras in the common areas of the campus to help monitor and prevent criminal activity
- Upgrade lighting in parking lots and walkways throughout the campus
- Expansion of the student patrol program
- Installation of a card access system to control and monitor access to buildings, laboratories, and offices
- Purchase of a "cherry picker" so ground maintenance personnel can trim the tree branches and limbs around lighting fixtures. Many of the existing lights are ineffective because the branches and limbs block the light
- Purchase of additional electric vehicles such as golf carts and the T3 Motion personal mobility vehicle
- Increase training for Campus Security Officers so they can keep up with technology and the recent trends in campus safety and security
- Start a campus crime prevention program under Campus Security to educate the Mānoa campus community

### Use and Implementation of Funds for Fiscal Year 2008-2009

The funds received in fiscal year 2008-2009 in the amount of \$805,024 will be used towards the filling of vacant Campus Security positions. Other items to be funded include the purchase of equipment for the additional security officers, a CCTV system to monitor the common areas of the campus, parking lot and walkway lighting improvements, and the expansion of the Campus Security student patrol program.

## Measurable Improvements

Measurable improvements for Campus Security will be seen as a decrease in the number of crimes on campus. Response times to calls for Campus Security assistance will improve. The use of electric vehicles such as the golf carts and T3 Motion vehicles as well as the use of bicycles for patrols will increase the officer's visibility and approachability. Campus Security's fuel and vehicle maintenance costs will also decrease.

## Source of Funding

Campus Security is allocated general funds and tuition special funds. The total combined initial allocation for fiscal year 2009 is \$1,499,167. The need for additional funding may arise during the fiscal year due to unforeseen circumstances such as emergencies and events. Additional funds have been provided in the past by the Chancellor's Office as needed to protect the health and safety of the campus community.

## **UOH 210 – UH HILO**

### Current Difficulties Faced by UH Hilo in Providing Security and Counseling

UH Hilo must cultivate additional capacity to respond to increased demands for services resulting from enrollment growth, as well as prepare for the future. In many ways, the support and services needed for campus safety and security - are "invisible" to students, yet their existence and uninterrupted availability allow students to be successful. Incidents of violence and injury at other universities across the US due to security and safety, remind us of the importance of these essential mission-supportive functions. **The resources needed represent the minimum needed to provide quality essential services in a manner that minimizes institutional liability and provides a safe learning environment for our students. The combined effect will enable UH Hilo to provide increased access and educational opportunities to students from the State of Hawaii, particularly Native Hawaiians, and those from low-income families, and historically underserved populations. Fostering feelings of safety and personal comfort is perhaps one of the most important services an institution of higher education can provide for its students.** Students who are fearful about becoming crime victims are not able to fully engage with their peers and faculty, or participate in activities, programs and services offered by the University. And in this post-9/11 and -Virginia Tech era, university administrators bear an even higher responsibility for ensuring the wellbeing of their students. At the same time, the provision of campus security services has also grown increasingly complex. Historically, UH Hilo has contracted out security services with mixed results. While their presence on campus has been helpful, it is clear that they are not fully integrated into the campus community, and do not adopt a developmental and educational approach to the provision of security services. As UH Hilo has grown, it is clear that using only

guard services is not adequate and does not address campus needs. Currently, the Director of Auxiliary Services manages our security efforts through a contract with a guard service. The contract calls for minimum 24/7 coverage on campus with shift supervisors, and the number of patrol guards varies with campus activity so they are often short-staffed. In addition to scheduled hours, the guards patrol off-campus UH Hilo locations in downtown Hilo: the Small Business Incubator and Keaukaha (Pacific Aquaculture and Coastal Resources Center). In total they are responsible for patrolling 712 acres, which is the largest area in the entire UH system to keep secure. From the perception of the University Housing staff, response times are slow, and often only the most serious of reported calls can be responded to. Our present situation is far from ideal, as the Director of Auxiliary Services is also responsible for a broad range of departments including maintenance, grounds, janitorial services, telecommunications, phones, mailroom, keys, carpool, and parking operations. As such, there is very little time available, if any, to manage the critical day-to-day operations of security services. Clearly, with a campus population of over 3,500 students, over 25% of whom reside on campus, this state of affairs is of concern. Having contracted only guard service is not the norm for university security services across the nation. **The plan to create a Security Department will correct this situation and ensure that UH Hilo security operations follows minimum recommended practices.** During the 2004-2005 school year, the Bureau of Justice Statistics Special Report stated that 74% of the 750 law enforcement agencies servicing four-year universities and colleges, with over 2500 students employed as sworn law enforcement officers. These officers had full arrest powers granted by a state or local government. The remainder employed security officers without arrest powers. Nearly all public campuses (93%) used sworn officers compared to less than half of private campuses (42%). Campuses had an average of 4.7 full time campus law enforcement officers per 1,000 students. Nearly all (97%) of campuses had 24 hour patrol, a three-digit emergency number, and emergency blue light phones that provided direct access to campus law enforcement. About two-thirds (69%) of campus law enforcement agencies had incorporated community policing into their campus security policy. Most agencies (59%) assigned patrol officers to specific geographic areas on campus. About half had upgraded technology to support community policing efforts (51%) and collaborated with citizen groups using their feedback to support community policing strategies (47%). 49% of campuses had a student ride along program and officer problem solving projects. More than 80% of agencies met regularly with faculty, staff, and student groups. Based on these statistics, UH Hilo is clearly behind national norms in its provision of campus security. We are functioning without 1) employees designated as a campus security officers; 2) operating budget; 3) official training programs; and 4) action plans beyond a basic high-level emergency preparedness plan.

### Security Plan

**It is hopeful that UH Hilo can establish a security, safety and patrol force comprised of permanent UH Hilo employees committed to the institutional mission and to the provision of effective safety and security services. UH Hilo hopes to establish a new Department of Campus Security, led by a Director of**

**Campus Security position which was just funded in the recently approved supplemental budget. The Director would plan the transition from guard services to employee security operations which will include shift supervisors, patrol officers, dispatchers and clerical support.** Our newly approved position of Director of Security will administer a comprehensive campus safety and security program, parking enforcement, violence in the workplace investigation and training, and campus federal compliance (Campus Crime Report, Jeanne Clery Act, Drug Free Schools, Student-Right-to-Know, and Omni Anti-Crime Act). The department will be responsible for investigating allegations of crime and violations of law, supervise and manage campus security personnel, revise and update the campus' Emergency Operations Plan, provide consultation to members of the Chancellor's Cabinet on issues related to campus safety and security, act as campus liaisons with Hawaii Police Department and other appropriate county, state and federal agencies, and improve emergency disaster preparedness planning. Our research indicated that nearly 94% of campus security departments had a written emergency preparedness plan and had met regularly with campus administrators to discuss issues and practice their emergency preparedness. Nearly seven in 10 campuses had disseminated the emergency preparedness information to the campus community and had a written plan on how to respond in the event of a terrorist attack (66%). A majority of agencies also conducted emergency preparedness exercises (58%), maintained intelligence sharing agreements with other law enforcement agencies (56%), and held campus meetings on emergency preparedness (65%). At this time, UH Hilo's emergency preparedness plan is incomplete as it does not have a detailed implementation plan component and we do not have the staff to conduct regular emergency preparedness exercises **The new Department of Campus Security will enable our campus to be in a better situation to handle an emergency, disaster, or crisis on the campus.**

At this time, we do not have a plan completed for the creation and development of the campus security department. This plan will be facilitated by the Director of Campus Security when that person is hired.

However, while we are in the process of searching for a director, the UH Hilo's Emergency Preparedness Plan has been updated and is available on the web and UH Hilo's Home page at [www.uhh.hawaii.edu](http://www.uhh.hawaii.edu). The plan is current and will be updated annually. UH Hilo will implement the plan by practicing emergency scenarios to prepare the campus community regarding the plan. It is our belief that more practice will allow for a better implementation when a real emergency takes place.

Other important things to understand about UH Hilo security:

- a. While violent crime remains low at UH Hilo, petty and opportunity thefts have increased.
- b. Moped riding has increased, and moped theft has also increased.

- c. UH Hilo has also expanded with off campus sites, and increased security patrols are happening, but not at ideal levels.
- d. UH Hilo still needs to fill the new Director of Security position. This vacant position has been searched for twice, both times unsuccessfully, which makes us believe it is difficult to find a highly qualified applicant in our geographic location.
- e. UH Hilo has added an internet camera system with 27 cameras currently. UH Hilo needs to expand video recording by adding more cameras and upgrading the digital recorder and server.
- f. UH Hilo has 16 emergency call boxes on campus. Some have blue locator lights, but the older ones need upgrades to add the blue locator lights.
- g. UH Hilo's counseling department is for students and organized within the UH Hilo Student Affairs division. There are no known "in house" counselors for employees, and the student counselors could always use more help as UH Hilo's enrollment has steadily increased over the last 10 years and our student body has become more diverse, more in need of counseling and psychiatric services, and are coming to university with a host of issues and problems that we historically had not had to address before.
- h. UH Hilo guards carry electronic readers, and "clock in" at 80+ locations along patrol routes on and off campus. This system provides documentation of where the guards were at various times and locations to ensure thorough coverage. This system could be expanded, and a full time Director of Security could provide regular (almost daily) analysis of the patrols and provide refresher training and patrol modification as appropriate.
- i. UH Hilo needs to upgrade our current fire alarm central annunciator panel so when a trouble call is received, it automatically calls campus security with a voice message giving the problem location and description. UH Hilo's current fire alarm panel does not have the voice message forwarding capability.

#### Funding for this Year

- a. UH Hilo has a current construction project to improve the campus fire alarm system and improve and increase campus night lighting along walkways and in parking lots.
- b. UH Hilo needs a full time Director of Security. Currently direct supervisor lies with UH Hilo's Auxiliary Services Director who also has responsibility for overseeing all physical plant operations (cleaning, repairs, grounds, logistics, locks & keys, parking, mailroom, telecommunications, and security). The new Director of Security can then expand the campus crime prevention program by educating the University community of common sense safety measures and

encouraging everyone to contact Campus Security right away if they see something wrong.

- c. UH Hilo has implemented a card access system for our new buildings as part of the construction. We need funding to expand this card access system to existing buildings to buy new electronic locks (hundreds and hundreds of locks).
- d. UH Hilo added 3 more patrols in the past year, with an unfunded cost of over \$100,000. UH Hilo also added on more Security Kiosk (guard shack) to provide direct observation of parked cars in remote locations to deter vandalism and theft. UH Hilo opened up a new parking lot off Lanikaula Street that is a half a block walk from the rest of the developed Main Campus. This lot gets some security coverage now, but new additional security patrols would allow even more coverage.

In fiscal year 2008-2009, the funds were used for guard service, updating the emergency preparedness plan, and part time costs for consultation for campus security planning. Unfortunately for UH Hilo, the Director of Security position was unsuccessfully advertised and searched for twice. We are not in the process of reevaluating the position description and salary level in order to prepare to search a third time. With the reduced allocation of \$142,689, we did not have enough to do the things that we wanted to do with our security department for this year.

Use and implementation of all available funds for security and safety purposes for FY 2008-2009 is predominately for guards. Currently UH Hilo contracts out both Parking Services and Security Services via one contract with Freeman Guards. Campus guards do dual duties, and rotate from assignments every 2 hours. Technical improvements and expansion in the camera system, card access system, and time clocks need funding.

Facility Planning has a current construction project upgrading and expanding the night lighting system and fire alarm system. (\$948,947).

### Improvement Measures

Noticeable improvements include:

- a. Daily evaluation of campus patrols in the Housing areas. This has increase coverage and reduces crime and confrontations.
- b. Checking of camera images at crime scenes during investigations and giving DVD copies to police and authorities who determine guilt and discipline. Because more people are caught and held accountable, people are thinking twice about doing something improper for fear of getting caught.

- c. Starting Summer 2009, all cleaning crews will be done by 6PM, so Campus Security will then be responsible to lock up unused classrooms and public areas. This should result in better security for campus buildings, which should reduce vandalism and unauthorized use of classroom instructor computers, projectors, and access to UH Hilo's data network.

**When the director of security establishes the department with UH Hilo employees being security officers, departmental procedures, and security training, outcomes and measures will be developed and monitored.** The outcomes will assist UH Hilo in focusing our security and safety plans and ensures that we can learn and improve as we assess the outcomes.

For establishment of a campus security department: Maintaining a safe and secure campus is a top priority for all campus users. There will be many action steps to take place such as to update and write effective policies and emergency procedures. The UH Hilo campus has an emergency preparedness plan, which needs to be reviewed, thoroughly analyzed, and updated. The key piece to this plan is to have clear action implementation plans for each type of emergency and crisis with clearly identified steps and roles of staff and students. The plans must be concise and clear. Once that huge task is completed, the information needs to be distributed and shared. The next steps are developing practices sessions, (i.e. drills, table top exercises) to practice, fine tune, and revise the action plans to determine effectiveness.

Performance Measures Considered are:

- a. Decrease by 10% in reported number of property crimes when compared to base year of when department gets established,
- b. Increased perception that campus is a safe environment for student, staff, and faculty as determined by campus climate surveys conducted in the base year of 2009-2010 and annually each year for the next 3 years
- c. Decrease by 10% in average response time when request for campus security assistance is made when compared to year department gets established.

Sources of Funding

Campus security is funded via General funds, tuition fees, and Parking Revenues. UH Hilo Administration has been spending - on average - between 575-625k on guard services over the past three years. The total can vary depending on the need for special event guard services and requirements to add guards for additional coverage. Since campus budgets don't keep up with increased costs and needed expanded coverage, other campus operations have received reduced funding for their operations to cover the cost. However, it is more challenging to allocate when we are already reallocating budget for increased utility costs and reducing budgets due to the state economy. The budget allocation necessary to take the next step needed to establish a



security department of campus security officers, develop procedures and protocols, train staff on a regular basis, and practice implementation of our emergency preparedness plan is needed to fully prepare the campus in event of a larger scale emergency situation.

## **UOH 700 – UH WEST OAHU**

### Current Difficulties

Due to its size, UHWO has had no problems providing security. We have a security guard on duty M-F from 4:30pm - 10pm when school is in session, as we have classes at night. If we need security at other times of the day, we are able to call LCC security.

### Security Plan

Our current security plan entails the use of one guard during the evenings. Also the usage of LCC security as needed. At the present time and for our size, we find the security satisfactory. It is important to be sure that the security guard is visible and that his presence is known to deter any type of disturbance around the campus.

### Use and Implementation of Funds

1086 hours - Coverage - 4:30 pm-10:00 p.m. M-F (except State observed holidays and non-instructional days)

### Measurable Improvements

The current security plan is satisfactory because of our smaller size. The security guard is always accessible and the response time to any disturbance is just a few minutes.

### Sources of Funding

–General Funds

<u>Date</u>	<u>Purpose</u>	<u>Amount of Allocation</u>
May 2008 (Act 158)	Security guard services at Island Pacific Academy for UHWO off-campus classroom utilization.	\$12,500

## **UOH-800 – COMMUNITY COLLEGES**

### The current difficulties faced by the university in providing security and counseling

Although the economic drop in the worldwide economy has monopolized the spotlight recently, issues of campus security and safety have not gone away. Campus protection

must remain a top priority as we foresee the pressure of a depressed national and state economy on our communities as a catalyst for an increase in criminal activities surrounding and involving our campuses.

Several Community College campuses have reported experiencing an increase in the number of homeless, vagrant and loitering incidents in FY2009. Campus faculties have also reported an increase in classroom incidents involving unstable student behavior, which has resulted in hostile situations, a higher level of student conduct issues and an increase in special escort and classroom monitoring. Our campuses see this as an acute need for a stable in-house security staff that can conduct training for our faculty, students, staff, and contract security officers, as well as develop emergency response procedures, investigate campus incidents, analyze reported crime statistics and coordinate with local law enforcement agencies.

Also of great concern to the University of Hawai'i system is our ability in being adequately staffed and administratively prepared in our responsibility to meet federal requirements, enacted into law August 14, 2008, and adopted in the "Higher Opportunity Act" (Public Law 110-315), also known as the Jeanne Cleary Disclosure of Campus Security Policy and Campus Crime Statistics Act 2008 Amendments, to "immediately notify the campus community upon the confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or staff occurring on the campus...." Adopted amendments to the Higher Opportunity Act have placed a number of additional requirements on our institutions ability to adequately provide security and emergency preparedness communication and administrative support to our many campuses.

#### A security plan for each campus and the estimated future need of funds for improving security as well as other preventative measures

What follows is each Community College's plan for improving security:

##### Honolulu CC

HCC is investigating the feasibility of installing an integrated security system to improve the protection level of our various sites and aid in overall management efforts. Digital video systems, advanced access control systems, perimeter protection devices, Internet and Wide Area Network communications, Smartcards and Biometric will be considered for future campus enhancements.

##### Kapi'olani CC

The legislature appropriated two position counts and funds for emergency phones and emergency communication system. The additional positions together with three permanent positions and two temporary positions will provide a security force that can provide 24 hours a day /7 days a week coverage of the campus. During fiscal year 2009, the Kapi'olani CC absorbed the Executive restriction through the delays in

classification and recruitment in appropriated positions. Procurement and installation of the emergency phones has been initiated. Two of the three permanent positions are currently filled. Services of contract guards continue to supplement the two positions that provide Monday through Friday 6 a.m. to 10 p.m. coverage.

### Leeward CC

A security resource and implementation plan for Leeward CC would encompass the following recurring and non-recurring funds in order to adequately provide for the security and safety of the campus and its students, faculty, staff, and visitors:

- Recurring Funding Requirements: \$75,000
  - One additional security officer FTE, \$35,000
  - Operating budget support for education outreach programs, supplies, and officer equipment; \$10,000
- Non-Recurring Funding Requirements: \$1,200,000
  - Campus-wide building access control system; \$750,000
  - Digital video closed circuit TV (CCTV) monitoring system; \$150,000
  - Perimeter fencing, entry gates, and parking lot access control; \$200,000
  - Equipping the LCC Emergency Operations/Response Center; \$100,000

### Windward CC

A security resource and implementation plan for Windward CC would encompass the following in order to adequately provide for the security and safety of the campus:

- Visible and frequent (24/7) patrolling of campus grounds by well-trained security officers - two per shift. Cost: 5 guards @ \$35K = \$175,000
- A public address system that would audibly inform the campus on what to do in certain situations, (\$25,000)
- An evacuation plan in print and online for emergency situations, No Cost
- Fully equipped security officers to handle all type of situations including carts, 2-way radios, first aid, AEDs, etc. (\$10,000)
- Emergency Code Blue phones located at strategic locations, No Cost.
- Automated access entry system to accommodate lockdowns, (\$75,000)
- Emergency communication system via phone, email, and text messaging, (ConnectEd) (-0-)
- A well lit campus during regular hours of operation, No Cost.
- A campus health center that would be able to respond to emergencies, (\$65,000)
- Video cameras at strategic locations to monitor suspicious activities. (\$30,000)

### Hawai'i CC

The two Security Officer positions that the legislature approved are in the process of being filled. It is hoped that they will be filled by the end of March 09.

We are currently working with a consultant to develop a request for quote/cost feasibility to:

1. To increase and upgrade the Campus Emergency Call Box/Blue light system.
2. To Transfer the Fire Alarm/Detection System responsibilities for Hawai'i CC from UH Hilo to the Hawai'i CC campus. This will entail the purchase of new equipment and the allocation of space for the system.
3. Install a Campus camera surveillance system. Currently only the Business Office has surveillance cameras.
4. Install a campus radio system. This radio system will be used for daily communication of auxiliary services functions and by auxiliary services and senior campus Administrative personnel in response to Emergency Operations.
5. Install a Campus wide public address system.

Most of the aforementioned items have been funded by the legislature and will be implemented by June 30 2009.

#### Maui CC

During fiscal year 2009, the University of Hawaii absorbed a Legislative reduction and an Executive restriction along with utility costs increases. As a result of these budgetary pressures, Maui Community College reduced the new contract security funds by \$100,000. This additional contract security funds would have expanded the current contract security force from one and half security officers 24 hours a day at 7 days a week to a much needed two full security officers 24 hours a day at 7 days a week. The contract guard service provides surveillance over a 78-acre campus and 40 buildings.

#### Kaua'i CC

Kauai Community College's security plan includes the establishment and filling of two Staff security positions, increasing contract security services, and installing an emergency phone system and a campus-wide emergency communications system. The college will need an additional \$150,000 for exterior lighting to improve security on the Farm, and around the Early Childhood Education and Trade Technology facilities.

#### Office of the Vice President for Community Colleges

In our FY 2009 Supplemental budget request the Office of the Vice President for Community Colleges requested a 1.00 FTE coordinator (APT PBC) of Health and Safety position to coordinate programs and advise the campuses on security and emergency response issues. In addition the Community Colleges recognized that at its current staffing level campus issues of environmental health and safety were not adequately being addressed and an additional 1.00 FTE Safety Officer position was requested to improve our capabilities for all seven Community College campuses.

Because of the recent need to reduce the budget of all State agencies it has been decided that these positions will remain unfilled, with the responsibilities for advising campuses on security and emergency response issues remaining with the Associate Vice President for Administrative Affairs until such time funds become available for hiring additional expertise to adequately support this vital area.

The use and implementation of funds and the cost of their implementation for fiscal year 2008-2009

**Campus: Honolulu Community College**

<b>Expenditure Description</b>	<b>Amt of Allocation</b>	<b>Planned Expenditure</b>	<b>Purpose of the Expenditure</b>
Personal Services			To provide a safe campus environment for faculty, staff and students to enhance successful student learning outcomes
UH Security Officers 1.00 FTE	24,561	13,645	In the process of hiring and recruitment (planning for 5 month funding February-June)
Other Current Expenses			To provide a safe campus environment for faculty, staff and students to enhance successful student learning outcomes
Installation of Emergency Phones "Code Blue"	125,000	125,000	In the process of purchasing units
Emergency Communications Systems	150,000	150,000	In the process of purchasing equipment
Maintenance contract for Emergency Phone Equipment	3,600	3,600	Pending installation of units
Security vehicles	7,500	7,500	In the process of purchasing
	<b>\$310,661</b>	<b>\$299,745</b>	

**Campus: Kapi'olani Community College**

<b>Expenditure Description</b>	<b>Amt of Allocation</b>	<b>Planned Expenditure</b>	<b>Purpose of the Expenditure</b>
Personal Services			
UH Security Officers (2.00 FTE)	55,677	24,745	Positions Pending classification and recruitment (planned funding for 4 months March-June)
Other Current Expenses			
Emergency Communication System	50,000	25,000	Portable bull horns, flashlights and upgraded communication radios purchased
Emergency Phones	100,000	100,000	Products reviewed and procurement to be initiated
Emergency Phone Lines	2,400	2,400	
	<b>\$208,077</b>	<b>\$152,145</b>	

**Campus: Leeward Community College**

<b>Expenditure Description</b>	<b>Amt of Allocation</b>	<b>Planned Expenditure</b>	<b>Purpose of the Expenditure</b>
Personal Services	0	0	
Other Current Expenses			
"Code Blue" Emergency Phones	100,000	100,000	Funds for purchase and installation of emergency phones in process
Panic Button alarm System	10,000	10,000	Funds for purchase and installation of panic button or alarm system is in process
Equipment	2,400	2,400	
Security Transport Vehicles	6,000	6,000	Funds for purchase of replacement security carts have been encumbered

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<b>\$118,400</b>	<b>\$118,400</b>
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**Campus: Windward Community College**

<b>Expenditure Description</b>	<b>Amt of Allocation</b>	<b>Planned Expenditure</b>	<b>Purpose of the Expenditure</b>
Personal Services			Patrol and secure campus personnel and property
UH Security Officers (2.00 FTE)	55,647	24,732	Establishment and recruitment pending reorganization approval (planned funding for 4 months March-June)
Other Current Expenses			
Installation of Emergency Phones "Code Blue"	50,000	50,000	In the process of purchasing units
Campus Alarm System	100,000	100,000	In process of upgrading and/or installing new system
Maintenance of Equipment & Safety Supplies	50,000	50,000	Maintenance of Equipment related to security (alarm systems, carts, radios, first aid kits, computers, cell phones, etc.)
Equipment			
Security transport vehicle	7,500	7,500	In the process of purchasing new security cart.
	<b>\$263,147</b>	<b>\$232,232</b>	

**Campus: Hawaii Community College**

<b>Expenditure Description</b>	<b>Amt of Allocation</b>	<b>Planned Expenditure</b>	<b>Purpose of the Expenditure</b>
Personal Services			
UH Security Officers (2.00 FTE)	55,647	18,549	3 month funding (April – June 2009)
Other Current Expenses			
Contract Security	50,000	50,000	To be used for contract security services
Upgrade Fire Alarm System	20,000	20,000	Preparing bid specifications
Equipment			
Surveillance system	166,418	166,418	Preparing bid specifications
Emergency Communication System	66,914	66,914	Preparing bid specifications
	<b>\$358,979</b>	<b>\$321,881</b>	



**Campus: Maui Community College**

<b>Expenditure Description</b>	<b>Amt of Allocation</b>	<b>Planned Expenditure</b>	<b>Purpose of the Expenditure</b>
Personal Services			
UH Security Officers (2.00 FTE)	55,647	24,732	Positions Pending College Re-Organization (planned funding for 4 months March-June)
Other Current Expenses			
Increase in Contract Security	125,000	28,016	Dormitory Security (E&E actual expenditure)
Emergency Phone Maintenance	5,400	5,400	
Emergency Phone Lines	2,000	2,000	
Equipment			
Security Detect System	20,000	27,827	Library detect system, to be installed Dec 2008 (E&E actual expenditure)
Safety Equipment	15,000	15,000	
Surveillance Equipment	160,000	160,000	Preparing bid specifications
	<b>\$383,047</b>	<b>\$262,975</b>	

**Campus: Kauai Community College**

<b>Expenditure Description</b>	<b>Amt of Allocation</b>	<b>Planned Expenditure</b>	<b>Purpose of the Expenditure</b>
Personal Services			
UH Security Officers (2.00 FTE)	55,677	24,745	Positions Pending College Re-Organization (planned for funding of 4 months March-June)
Other Current Expenses			
Increase in Contract Security	80,000	80,000	Processed for Bidding
Emergency Communication System	50,000	50,000	Preparing Bid Specifications
Emergency Phone System	75,000	75,000	Preparing Bid Specifications
Emergency Phone System Maintenance	1,800	1,800	
	<b>\$262,477</b>	<b>\$231,545</b>	

**Campus: Community College System**

<b>Expenditure Description</b>	<b>Amt of Allocation</b>	<b>Planned Expenditure</b>	<b>Purpose of the Expenditure</b>
Personal Services			
Coordinator for Health & Safety; Health & Safety Officer	91,845	0	Allocated amount identified as VPCC Office restrictions.
Other Current Expenses			
Travel	5,040	5,040	Coordination and training among all 7 CC campuses.
Training	88,740	88,740	Training programs to enhance campus safety and security operations.
Equipment			
Computers, peripherals, furniture, etc.	10,000	0	Equipment needed for new positions.
Safety Equipment	50,000	85,867	Coordinate communications between all 7 CC campuses.
	<b>\$245,625</b>	<b>179,647</b>	Allocated amount identified as VPCC Office restrictions.

Any measurable improvements in the efficiency of campus security such as: average response time to calls and disturbances; time to secure campus facilities, and other noticeable improvements as appropriate

It is too early in the process of instituting improvements to our campus security to make an assessment. Each Community College campus will be responsible for developing measurable outcomes, specific to their campus initiatives, as they implement improvements to campus safety and security.

The sources of all funding given to security including but not limited to special funds, revolving funds, and donations, including the date, purpose, and amount of allocation

**Campus: Honolulu Community College**

<b>Expenditure Description</b>	<b>Source of Funds</b>	<b>Amt of Allocation</b>	<b>Purpose for Allocation</b>
Personal Services UH Security Officer (4.00 FTE)	G	160,992	To provide a safe campus environment for faculty, staff and students to enhance successful student learning outcomes.
Other Current Expenditures Contract Security Services	G	250,000	To provide a safe campus environment for faculty, staff and students to enhance successful student learning outcomes.
Uniforms	G	1,000	Outfit campus security personnel
Equipment Purchase of security transport vehicles	G	0	
		<b>411,992</b>	

**Campus: Kapi'olani Community College**

<b>Expenditure Description</b>	<b>Source of Funds</b>	<b>Amt of Allocation</b>	<b>Purpose for Allocation</b>
Personal Services	A	120,000	Funds for two permanent positions and two temporary positions to be filled in April.
	A	36,000	Overtime
Other Current Expenditures Contract Security Services	S	110,000	Funds used from Tuition & Fees. No other funds are used to support security on an on-going basis.
Equipment		0	
		<b>\$266,000</b>	

**Campus: Leeward Community College**

<b>Expenditure Description</b>	<b>Source of Funds</b>	<b>Amt of Allocation</b>	<b>Purpose for Allocation</b>
Personal Services	G	292,400	6.00 FTE Security Officers; 1.00 FTE Security Supervisor
Other Current Expenditures Supplies	G	8,500	Current Service Base Funding Level
		<b>\$300,900</b>	

**Campus: Windward Community College**

<b>Expenditure Description</b>	<b>Source of Funds</b>	<b>Amt of Allocation</b>	<b>Purpose for Allocation</b>
Personal Services		0	
Other Current Expenditures Contract Security Services	G	148,394	Patrol and secure campus property and personnel
Equipment		0	
		<b>\$148,394</b>	

**Campus: Hawaii Community College**

<b>Expenditure Description</b>	<b>Source of Funds</b>	<b>Amt of Allocation</b>	<b>Purpose for Allocation</b>
Personal Services		0	
Other Current Expenditures Contract Security Services	S	145,000	Funds used from Tuition & Fees. No other funds are used to support security on an on-going basis.
Equipment		0	
		<b>\$145,000</b>	

**Campus: Maui Community College**

<b>Expenditure Description</b>	<b>Source of Funds</b>	<b>Amt of Allocation</b>	<b>Purpose for Allocation</b>
Personal Services		0	
Other Current Expenditures Contract Security Services	S	286,000	Funds used from Tuition & Fees. No other funds are used to support security on an on-going basis.
Equipment		0	
		<u>\$286,000</u>	

**Campus: Kauai Community College**

<b>Expenditure Description</b>	<b>Source of Funds</b>	<b>Amt of Allocation</b>	<b>Purpose for Allocation</b>
Personal Services		0	
Other Current Expenditures Contract Security Services	S	50,755	Funds used from Tuition & Fees. No other funds are used to support security on an on-going basis.
Equipment		0	
		<u>\$50,755</u>	

**Campus: Community College System**

<b>Expenditure Description</b>	<b>Source of Funds</b>	<b>Amt of Allocation</b>	<b>Purpose for Allocation</b>
Personal Services UH Allied Health & Safety Officer (1.00 FTE)	G	69,144	To provide a safe campus environment for faculty, staff and students to enhance successful student learning outcomes.
Other Current Expenditures		0	
Equipment		0	
		<u>\$69,144</u>	