

Submitted on Tuesday, September 3, 2019 - 10:44am

Submitted by user: kdt20

Request: 35

Request Date: September 3, 2019

Request Name: Dedicated Emergency Operations Center Location

Request Contact Name: Kimberly Comet

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Request Contact Phone: 3305

Requesting Division: Administrative Affairs - Douglas Dawes - Vice President

Department Submitting Request: Risk Management - Safety Services

Nature of Request: Requesting a specific room/space/location that is either vacated or scheduled to be vacated.

Is this change expected to be temporary: No

Preferred Allocation Date: December 31, 2019

Request Funding

Has Funding for this Request Already Been Identified? No

Proposed Funding:

There should not be any changes needed for the requested space. May need furniture.

Space Allocation Details

Currently Vacant Space Available for Allocation: There are currently no vacated spaces available for proposals.

Alignment with University Principles

[HSU Strategic Plan](#)

Strategic Plan Goals:

- Goal 1: Prepare students to be socially and environmentally responsible leaders in a diverse and globalized world
- Goal 3: Strengthen partnership with local communities
- Goal 4: Serve as effective stewards of the natural and built environment and the university's financial resources with a focus on sustainability

Goal 1 Details:

The Emergency Management Program at HSU has a long history of supporting student assistants who go on to achieve great success in the Emergency Management field. The department supports both a campus Emergency Management club which engages and trains students to possibly enter one of the largest growing career fields in the country. The Campus Emergency Response Team is also supported by the Emergency Management Program. This program trains students to respond to a disaster in a team setting and the program is a national program which they are able to plug into after they leave campus. Our ability to support these ongoing programs are directly tied to space availability.

Goal 3 Details:

RM&SS relies on the partnerships with other community partners to be able to support campus and provide support to their partners. In the last year, Humboldt State has hosted numerous FEMA trainings, some off campus due to space restrictions. There are multiple tabletop drills that are scheduled outside of time frames which would allow to be more inclusive to community partners as a result of not having a dedicated EOC space. Having a dedicated EOC space would also allow for increased involvement for partner agencies to come to more trainings, not just tabletop activities.

Goal 4 Details:

The impact of climate change along with the increase of urban interface have continued to result in an uptick of natural disaster vulnerability. In the past year campuses across the state have had to close their doors due to smoke affecting air quality. These result in the activation of the EOC, where recovery and business continuity planning and response occur. The faster that an EOC is able to stand up, and response is able to support recovery the less of a financial burden the University will experience. By having a dedicated EOC space this will allow for a more expedient response and recovery which will have a direct financial impact.

Collective Impact:

The ability to provide a space for not only the RM&SS department to meet, have sensitive conversations and support student assistants but to have a dedicated

training and response space for the Emergency Operations Team is critical to the success of the department. This space would allow for not only our department but those that need the tools and space that a dedicated EOC space could provide availability that currently doesn't exist. It would support a number of student programs as well as several executive orders.

Request Importance - Needs Analysis:

Out of 18 campuses that responded to a poll, 16 of them have a dedicated EOC space. The two that do not have dedicated UPD conference rooms. A majority of EOC activations are ones that do not impact all of campus (GIST Hall) and thus for the EOC to be utilized Admissions is forced to cancel or move their tours. Sharing the space with a department that is the focus and is critical to the growth of the University has presented numerous challenges for both departments. This inhibits the ability to train or exercise in the space that we are expecting individuals to work in. It also complicates a majority of our EOC activations. In the last year the EOC has stood up twice and both times both the EOC as well as Admissions has been negatively impacted by the need for that space.

Recent History: Other

Other Changes: We are expecting more severe weather events in the future. PG&E will be shutting off power more often in the future.

Recent History Details:

In the last year there have been two EOC activations. Both times EOC meeting times were needed to be scheduled around the use of the room by admissions. This resulted in meetings being scheduled outside of the normal workday as well as in other spaces such as SBS 345. This reduced the attendance by some due to the timing of the meetings. More than once the EOC meetings could not accommodate Admissions schedule and Admissions was forced to relocate their tour. There was a third event where air quality was impacted. While this did not result in an activation all studies show that there will continue to be an increase in wildfire activity that will continue to impact air quality on a more regular basis thus impacting the frequency of activations. Spring semester we were unable to provide a CERT academy due to the scheduling conflicts with the space. This resulted in students being unable to receive the training. Many of the EOC section specific tabletops are going to be hosted in space outside of the EOC which greatly impacts the team's ability to become familiar with the space.

Department Outcomes and Objectives Related to this Request:

In order to comply with various EOs we are required to have a prepared campus. Having currently trained employees and an available space is paramount.

Assessment Plan

Assessment Plan:

We propose rather than have a dedicated EOC space sitting vacant until it is needed, to move the RM&SS department to GH 114 after ACAC moves to the library. This would ensure that the space is used at all times and could switch to the EOC at a moment's notice. GH 114 would then be used for all EOC trainings and table tops without affecting any other spaces. As adults, it is more productive to train in the space that would be used during an emergency (muscle memory). RM&SS would use 114 for the EOC and emergency coordinator, 114 a and b for offices and 114 c for storage. This would free up space in SBS 311, 316, 319 (storage) and the storage in the back of SBS 179.

Additional Document Upload

Additional Document Upload

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Additional Relevant Information Not Previously Addressed:

In our current cubical environment we have received complaints that our conversations are not "palatable". We have needed to discuss such items as blood and body fluid clean up, body bags, causes of injuries, etc. If we had a separate area for the RM&SS department our conversations would not be heard by adjacent employees who do not understand all the areas of campus functions that fit under our responsibilities.

Approvals Needed

Business Services Sylvia Shively - Controller

VP Approval Douglas Dawes - Vice President