APPLICATION FOR FUNDING

Agency Name:  College of the Redwoods  
Mailing Address:  7351 Tompkins Hill Rd., Eureka, CA 95501  
Contact Person:  Lee Lindsey  
              Title:  Vice President for Administrative Services  
Telephone:  707-476-4172  
            E-mail address:  Lee-Lindsey@redwoods.edu  

1. AMOUNT OF MEASURE Z FUNDING REQUESTED FOR FY 2016-17:  $793,800  

2. ENTITY TYPE -- Please check appropriate box.  
   a. Humboldt County Department  
   b. Contract Service Provider to Humboldt County  
   c. Local Government Entity  
   X  
   d. Private Service Provider  
   e. Non-Profit Service Provider  
   f. Other  

3. Please provide brief description of proposal for which you are seeking funding.  
   Under the leadership of our Board of Trustees, College of the Redwoods (CR) has implemented many best  
   practices to provide a safe and open learning environment for our students, faculty and staff. To continue  
   preparing for emergencies, CR seeks $793,800 in funding for the following initiatives:  
   ▪ $268,800  School resource officer protection services  
   ▪ $46,000  Staff to answer Public Safety Department emergency phone line  
   ▪ $20,000  Public Safety staff for Garberville campus  
   ▪ $54,000  To maintain Public Safety Department services  
   ▪ $5,000  Active shooter training and safety workshops  
   ▪ $400,000  To upgrade roads, curbs, and parking lots, to restripe and install signage, in particular to provide  
             clearer pathways for heavy emergency vehicles, and to purchase and install additional emergency call box  
             phones  

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These initiatives are needed for the safety of our students, faculty, and staff, to improve emergency response times during emergencies, to maintain Public Safety Department services, to facilitate better coordination with local emergency responders, and to reduce the deferred maintenance backlog on paved areas and College roads.

Our Board of Trustees, administration, and the campus community identify these as critical needs, especially after disturbing active shooter mass casualty events, such as the tragedy at the Umpqua Community College and in San Bernardino, California. USA Today reported an FBI study from 2000 to 2013 found active shooter incidents averaged six per year through 2006, but the average rose to 16 per year in more recent years. With increased focus on college security across the U.S., CR is committed to providing a safe and secure environment for our students, faculty, and staff.

4. Measure Z funding is scheduled to "sunset" in 2020. How are you developing a plan for sustainability, including diversification of funding sources, in order for your proposal to carry on without reliance on future Measure Z funds?

Each year, CR updates its three year budget forecast. Funding for these activities will be included in our budget preparations for funding prioritization decisions with our College constituencies.

5. If this request is for the continuation, or expansion, of an existing program/service, what is the current source of funding for that program/service?

- A school resource officer was added in January 2016 with one-time funds CR received this year from the State of California. This officer covers the day shift each school day on Monday through Thursday during fall and Spring terms. This proposal would cover the recently added school resource officer and would augment services for Friday and weekend shifts, so services would be provided seven days a week year-round.
- Currently an employee is assigned part-time to answer the emergency and non-emergency Public Safety phones, paid from one-time funds. This proposal would fund a full-time staff to cover the phones on weekdays when the phones are busiest.
- CR Public Safety Officers periodically visit the Garberville site which is funded by the College, and this augment would provide additional patrols.
- With reduced budgets and increasing costs, Public Safety Department expenditures stand at risk due to the "discretionary" nature of the expenditure. This augmentation would maintain services.
- At present, CR funds active shooter training and safety workshops, which would be augmented to accelerate the training program.
- Significant College funds are being invested towards improving emergency response infrastructure, such as cell phone boosters, classroom announcement units, outside loudspeakers, electronic marquees, window coverings, outdoor lighting, and telephone "panic buttons," but resources are not unlimited. This initiative augments those resources, in particular to provide paving, signage, and striping for heavy vehicles and for additional emergency call box phones.

6. If you are awarded Measure Z funds, how will you use them to leverage additional grants, contributions, or community support?

CR currently funds a Public Safety Department. A school resource officer and emergency phone staff are covered with one-time funds, and the College is making facility improvements to provide office space and dedicated parking for our resource officer. We provide telephone, internet, microcomputer, furniture, and supplies. We are exploring applications for Federal Homeland Security funds or other grant funds. CR administration has raised the issue of the need for ongoing safety funding with the State Chancellor’s Office.
Chancellor’s Office staff meet regularly with the Governor’s staff and have promised to bring this issue to their attention. Also, CR is working on the three year budget planning process, and these initiatives will be included for consideration for funding prioritization.

7. Will this proposal require new or expanded activity on the part of another entity to be fully functional and effective? If so, please describe.

Possibly, our MOU with the Humboldt County Sheriff’s Office would be expanded to provide school resource officer coverage for additional shifts. However, the Measure Z funding would support the additional costs to the Sheriff’s office of providing the extra protection.

**ATTACHMENTS—Please include the following with your application**

*Proposal Narrative*: Brief description of your request for Measure Z funds – Please explain how it is an essential service or for public safety. *(one page maximum)*

Our Board of Trustees, administration, and the campus community identified critical College safety needs, especially after events such as the tragedies at the Umpqua Community College and in San Bernardino, California. The need to proactively protect our students, faculty and staff necessitates this request for essential services to improve public safety and reduce 911 emergency response times. During active shooter and mass casualty events, improved training and preparation can shorten response times and preserve human life.

College of the Redwoods enrolls over 7,000 students each year. While our average student age is 27, nearly 8% are under the age of 18, and 23% are below 20 year old. Also, 55% of our students are female and nearly a third are in the ranks of low- to moderate-income earners. CR hosts the Academy of the Redwoods on campus, which enrolls 173 high school students. Attached to this application is a letter from Principal Luke Biesecker supporting the successful funding of this application.

College of the Redwoods Public Safety Department is staffed 24/7/365 at the Eureka campus. However, unlike Humboldt State University, CR does not maintain a College police force. The CR campus is located away from Eureka downtown and outside of the Eureka Police Department service area. As a result, calls for service are fielded by the Humboldt County Sheriff, and response times can be several minutes due to distance. The long response time increases the serious risk of mass casualties in an active shooter event at the campus. A dedicated school resource officer will deter crime and greatly improve emergency response times.

CR’s Board of Trustees recently approved an MOU with the Humboldt County Sheriff’s Office to provide a school resource officer from Monday through Thursday. However, the MOU is funded from one-time funds received from the State. This request would continue this agreement and augment services by covering additional days with resource officer protection. If a resource officer were unavailable for a particular shift, then CR could use these funds to provide additional coverage through our Public Safety Department.

Until recently the emergency and non-emergency phone lines were not answered by dedicated staff. Instead, calls rolled to the Public Safety Officer’s cell phone if the Officer was out on campus. Sometimes the phone might not be immediately answered due to spotty cell service or because the Officer was attending to another call. CR added a part-time position to answer these phones, and funding is requested for full-time staff, especially to cover the emergency phone line. Also, the Public Safety budget stands at risk due to its "discretionary" nature. For example, some College programs receive specially targeted State funding, but Public Safety does not receive a specific State funding allocation. Augmenting the Department’s budget with Measure Z funds allows the Department to continue around-the-clock services.
Public Safety Officers regularly visit the Garberville campus, survey the facility, and then return to Eureka. This initiative funds more visits and allows us to station an Officer at certain times. Garberville has experienced a high level of trespassing, petty damage, and vandalism which may be curtailed with more visibility. This may increase Sheriff’s response time as our Officer can call in incidents sooner.

Under the leadership of the Board of Trustees, the administration has accelerated the pace of active shooter and emergency preparedness trainings. With this funding, staff can further accelerate attendance at active shooter and safety training, workshops, and exercises. Many of these opportunities occur out-of-town which increases travel costs. These funds augment CR’s resources to fund additional staff training and workshops. Better trained staff will be better prepared for emergencies which can reduce the time needed to call 911 and to deploy an emergency notification campuswide, thereby improving response times and reducing loss of life.

Certain roads, curbs and parking lots across the College have aged and require attention to maintain safety. Also, the College needs clearer signage and striping to direct emergency responders and heavy vehicles. CR has deployed emergency call box phones at the Eureka campus. However, we have identified a remote parking lot and an area near the residence halls for additional call boxes. These improvements will allow for faster calls for service and reduce response times, potentially during rapidly unfolding life threatening events.

Prior Year Results: If your request is a continuation of a program funded with Measure Z in FY 15-16, please provide the results of implementation. (one page maximum)

Not applicable

Program Budget: Use budget form provided

I declare under penalty of perjury under the laws of the State of California that the above statements and all attachments are true and correct

DATE: 2-5-2016 SIGNATURE: 

SUBMIT THIS APPLICATION TO:

Humboldt County Citizens’ Advisory Committee on Measure Z Expenditures
c/o County Administrative Office
825 Fifth Street, Suite 111
Eureka, CA 95501-1153.
## Budget
### College of the Redwoods

**Date:** 1/27/2016

### A. Personnel Costs

<table>
<thead>
<tr>
<th>Position</th>
<th>Amounts</th>
<th>Approved Budget</th>
<th>Remaining Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Title:</strong> School Resource Officer - Eureka</td>
<td>115,200.00</td>
<td>(115,200.00)</td>
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<tr>
<td><strong>Salary and Benefits Calculation:</strong></td>
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<tr>
<td>One full-time school resource officer for Monday through Thursday</td>
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<td><strong>Duties Description:</strong></td>
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<td>@ nine months (Current MOU).</td>
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<tr>
<td><strong>Title:</strong> School Resource Officer - Eureka</td>
<td>153,600.00</td>
<td>(153,600.00)</td>
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<tr>
<td><strong>Salary and Benefits Calculation:</strong></td>
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<td>New resource officer services for Mon thru Thu @ 3 months to</td>
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<td>Duties Description: cover summer and to cover Fri, Sat, and Sunday @ year-round.</td>
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<tr>
<td><strong>Title:</strong> Public Safety Department staff - Eureka</td>
<td>100,000.00</td>
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<td><strong>Salary and Benefits Calculation:</strong></td>
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<td>Increase &amp; fully fund full-time staff for emergency &amp; non-emergency</td>
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<td>Duties Description: phones ($56,000) &amp; maintain services @ 24/7/365 ($54,000)</td>
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<tr>
<td><strong>Title:</strong> Public Safety Officer - Garberville</td>
<td>20,000.00</td>
<td>(20,000.00)</td>
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<tr>
<td><strong>Salary and Benefits Calculation:</strong></td>
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<tr>
<td>Duties Description: Provides more public safety patrols at CR's Garberville site.</td>
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<tr>
<td><strong>Total Personnel:</strong></td>
<td>388,800.00</td>
<td>0.00</td>
<td>(388,800.00)</td>
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</table>

### B. Operational Costs (Rent, Utilities, Phones, etc.)

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<thead>
<tr>
<th>Position</th>
<th>Amounts</th>
<th>Approved Budget</th>
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**Total Operating Costs:** 0.00

### C. Consumables/Supplies (Supplies and Consumables should be separate)

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<thead>
<tr>
<th>Position</th>
<th>Amounts</th>
<th>Approved Budget</th>
<th>Remaining Balance</th>
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<td><strong>Title:</strong></td>
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**Total:** 0.00

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## Budget

### College of the Redwoods

### Date: 1/27/2016

<table>
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<tr>
<th>Description</th>
<th>Amounts</th>
<th>Approved Budget</th>
<th>Remaining Balance</th>
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</thead>
<tbody>
<tr>
<td><strong>Total Consumable/Supplies:</strong></td>
<td>0.00</td>
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<td>0.00</td>
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**D. Transportation/Travel** *(Local and Out-of-County should be separate)*

- **Title:** Costs for out of county active shooter and public safety workshops.
- **Description:** Registration and travel costs to send employees to active shooter training and public safety workshops and trainings that may not be readily available locally.
- **Title:**
- **Description:**

**Total Transportation/Travel Costs:** 5,000.00

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<tr>
<th>Description</th>
<th>Amounts</th>
<th>Approved Budget</th>
<th>Remaining Balance</th>
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<tr>
<td><strong>Total Other Costs:</strong></td>
<td>400,000.00</td>
<td>0.00</td>
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**Total:** 793,800.00

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**E. Fixed Assets**

- **Title:** Paving improvements and emergency call box phones
- **Description:** Paving, striping and signage for emergency responders, and call box phones in remote parking lots and areas across the campus.
- **Title:**
- **Description:**

**Total Other Costs:** 400,000.00

**Total:** 793,800.00
February 5, 2016

To Whom It May Concern:

I am writing this letter in support of funding the College of the Redwoods’ application for Measure Z funding. As principal of the Academy of the Redwoods Early College High School, located on the College of the Redwoods campus, I am familiar with the safety concerns the College intends to address provided the successful funding of its application. AR students and staff, as part of the College of the Redwoods community, will directly benefit from the proposed safety enhancements.

AR has a current student population of 173 students, a large majority of which are concurrently enrolled in College coursework. Our student body is unique and comprised of many low income and high-risk students. The presence of a School Resource Officer on campus would help to further ensure student safety by deterring crime and reducing emergency response time. The ability for the College or the Redwoods to increase staffing for the Public Safety Department emergency phone line would also aid in reducing emergency response time. AR staff has already had the opportunity to participate in safety trainings and workshops hosted by the College of the Redwoods. We have found these trainings to be valuable for increasing preparedness and identifying areas of ongoing concern. Future trainings would further prepare the campus for a major campus emergency situation. Additionally, upgrades to roads, curbs, parking, and signage will allow students to more safely navigate the campus during arrival, departure, classroom to classroom transitions, and emergency situations.

I find the College of the Redwoods to be an institution that takes campus safety seriously and believe this funding would help to sustain and build upon momentum to prioritize campus safety projects and assist the College in addressing its long term safety needs. Thank you for taking the time to consider my support for funding the College of the Redwoods’ application for Measure Z funding.

Sincerely,

Luke Biesecker
Principal

7351 Tompkins Hill Rd.
Eureka, CA 95501-9300
707.476.4203
FAX: 707.476.4439