

# THE LEVEL

## EMERGENCY MANAGEMENT



### PLANNING AHEAD

It is human nature to think that the disasters we witness on the nightly news could never happen to us, but that isn't always the case. Everyone should learn personal resiliency skills, have supplies on hand, and have solid plans for what they will do if and when a disaster strikes. Having a plan will give you, and your friends and family the peace of mind to "weather the storm".

During emergencies your friends and family members will want to know where you are and how you are doing. Establish a communication plan to check in regularly with someone that doesn't live in this area so family and friends will be able to get updates on you if they can't get through on local cell or phone lines.

Individuals also need to think of things like having copies of important papers including identification, insurance certificates, deeds, etc. In the event that the power goes out, you should keep some cash available for emergency purchases because without power many vendors won't be able to process credit card transactions and ATMs and banks may not be open. If you are personally prepared you will also be able to help those around you who may need some type of assistance. Planning ahead will give us peace of mind and help us to be resilient and to be able to survive.

## BEAR AND CAMPUS SAFETY

As many of you have seen or heard, there has been considerable black bear activity on the Juneau campus lately. This is no surprise to those of us who have lived in Juneau for any amount of time. Juneau is prime black bear habitat and we are entering the season when their main focus is to eat as much as possible to put on fat for winter hibernation. Encounters with foraging bears are not uncommon and should be expected from time to time. A black bear passing through is generally not a threat. Black bears are rarely aggressive toward people and no serious attacks have ever been reported in Juneau. If given space, time and the opportunity to retreat, most bears will wander back into the woods. Your behavior often dictates the bears' behavior. —Dan Garcia, Health & Safety Manager

### BASIC BEAR SAFETY TIPS

**Stay Alert.** Use your eyes, ears and even nose to detect the presence of a bear. The sooner you are aware of a bear, the more time you have to react appropriately.

**Be Visible, Make Noise.** Avoid surprising a bear by travelling in open areas with good visibility. Make noise as you walk to let any nearby bear know you are close.

**Avoid Bears.** Never approach or crowd bears. If possible, change your course to avoid bears that you've detected. Move slowly away and if the bear is close, speak calmly and loudly to the bear.

**Store Food Properly.** Keep all food and scented items unavailable to bears. Bears have been known to get into vehicles and buildings that have food in them.

**Store Garbage Properly.** Human food and garbage are equally attractive to a bear. Bears that get a food reward from a garbage can or other source will return again and again.

### DEALING WITH CLOSE ENCOUNTERS

If you see a bear, avoid it and give the bear every opportunity to avoid you. Remain calm and try to observe what the bear is doing.

If the bear appears not to have sensed you, move away without alerting it. Keep your eyes on the bear.

If the bear does notice you, face the bear, stand your ground and talk to it calmly. Let the bear know you are human. Try to appear larger by standing close to others in your group or wave your arms slowly above your head.

Try to back away slowly, but if the bear follows, stop and hold your ground. Never run from a bear. Bears can run much faster than a sprinter and like dogs, will chase fleeing animals.

If a bear cannot tell what you are, it may come closer or stand on its hind legs to get a better look or smell. A standing bear is usually curious, not threatening.

If the bear continues to focus on you or approach, you should become more assertive: raise your voice, use noise makers, and throw rocks or sticks. Use a bear deterrent if you have one.

Drive the bear off rather than let it follow you.

### IN THE RARE EVENT OF AN ATTACK

A black bear may attack if it feels defensive, that is, it has been surprised by you at a close distance, is defending food or thinks its cubs are threatened. In almost all situations, your best defense against an attacking black bear is to fight back vigorously. Do not play dead if a black bear attacks. Concentrate on the bears face or muzzle with anything you have on hand.

While so far we have focused on black bears, occasionally brown bears are seen in Juneau. Your best defense against a brown bear attack is to play dead. Lie face down with your hands clasped behind your neck and legs spread apart so the bear cannot flip you over. Many defensive brown bear attacks end once it no longer feels threatened by you. Do not move until the brown bear has left the area. If the attack is prolonged, then fight back vigorously.

There is plenty of useful information on the internet about the Juneau and Alaska bear situation. The more informed you are, the more likely you will take appropriate actions during a bear encounter. The City and Borough of Juneau has an excellent selection of links to further explore information about bear management and safety: <http://www.juneau.org/bears>

## FIRE EXTINGUISHER TRAINING



On June 22, 2018 UAS staff had the opportunity to receive training on the proper use, inspection and handling of fire extinguishers. Following the basic instruction, including how to use the extinguisher acronym **P.A.S.S.** (**P**ull the pin, **A**im at the base of the fire, **S**queeze the handle, and **S**weep the nozzle from side to side to extinguish the flames), everyone had a chance to put out a live fire. All of this was done with the help of Facilities' Adam Zenger and Ray Roberts.



Fire extinguisher training is something everyone should know, but many ignore. According to the **Fire Extinguisher Manufacturers' Association**, over 90% of the time, a portable fire extinguisher can put out a fire in less than 2 minutes. That early intervention means a happier ending for both you and your belongings. Additional training will be provided again soon and we encourage everyone to come and participate. Remember P.A.S.S. **P**ull the pin, **A**im at the base of the fire, **S**queeze the handle, and **S**weep the fire out!



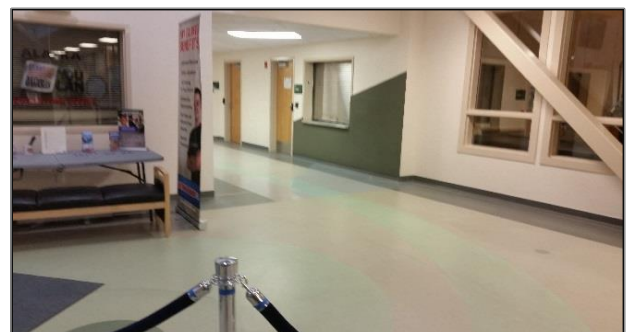
## END OF WORKDAY SAFETY

As the weather warms and we open our office windows to enjoy it, there are some important things to keep in mind. Recently, we have found office windows left open or unlocked overnight at several places around campus. In some cases they were left unlocked even on the weekends. For your safety and the security of our facilities it is a good idea to follow these procedures at the end of the day:

- Do not leave valuables or sensitive documents on display.
- Use your lockable drawers to store valuable items.
- Lock your computer when leaving your desk.
- If you are working late at the office, let someone know.
- Make sure exterior doors close behind you when you leave.
- When you leave, close and lock your windows and close the door.
- Turn off all personal office lights.

As a side note, these procedures will help keep utility costs down and will also help with the efficiency of our heating and cooling systems in the buildings year round. Enjoy your summer!

## PROJECTS



### STUDENT RECREATION CENTER FLOOR REPAIR

The mat is gone! From fall semester 2017 into spring semester 2018 it covered a temporary patch to the epoxy floor system. Over spring break Alaskan Industries in Wasilla sent Randy and Bruce Wittenberg to repair the floor. They used the same multiple layer epoxy floor system that was installed originally, with colors and aggregates matched to the original installation. There is a slight difference in color between the repair and the original installation, but that is expected to lessen with time.





## PROJECTS



### KETCHIKAN REGIONAL MARITIME AND CAREER CENTER

The Ketchikan Regional Maritime and Career Center is nearing completion. Planning began in spring 2015, and construction in May 2017 for a three phase, \$4M construction project to renovate 20,398 sq.ft Most classes continued to be offered throughout the renovation. The project re-organized, renovated, and upgraded program spaces and building systems to meet current program needs in a pair of existing joined buildings. Substantial Completion for the final phase was July 31, 2018.

### AUKE LAKE RAILING REPLACEMENT



The wood railing on the lakeside of the covered walkway from Mourant to Soboleff does not meet current design standards. The painted wood railing will be replaced in several phases over the next few years as funding becomes available. Our contractor, Carver Construction, has started on phase 1 by closing the lakeside decks along Novatney and Whitehead. They will be removing the existing wood guardrails and patching and painting the exposed timbers between now and the mid-August. In approximately mid-October Carver will be installing new stainless steel guardrails. Between removal of the existing guardrails and installation of the new ones, the decks will remain closed, as there will be no guardrails, only temporary barricades for the protection of construction workers.

### PEDESTRIAN CORRIDOR PAVER REPLACEMENT

The concrete pavers (colored bricks) in the campus corridor have now been replaced. The new pattern and color scheme has brought a nice touch to the campus. In case you were not aware, the old concrete pavers deteriorated sooner than they should have and through a negotiation with the contractor/vendor, this project is being completed. Kudos goes out to our contractor, Arete Construction, who did an excellent job in placing the pavers. We would like to thank everyone for their patience while this project disrupted your normal daily schedules.



### MOURANT WINDOW REPLACEMENT

Phase 2 of the Mourant Window Replacement has been proceeding a little slower than expected. When the Contractor removed the existing windows, they found some unexpected framing in the walls. This required ordering some structural beams from Seattle, having them shipped to Juneau and installed. That small hiccup is now out of the way and most of the new larger windows are installed. We hope to have all of the Mourant staff back in their office before school starts and enjoying their new wider view of Auke Lake, Mendenhall Glacier and the mountains. Thank You to all those who have moved out of your office this summer so the windows could be installed.



### Media and Public Relations Move

The Media and Public Relations staff: Alison Krein, Colin Osterhout, Katy Jordan and Jennifer Gross, have now moved to the first floor of Novatney Building. Facilities staff prepared the new area with new paint, ceiling tiles, glass in doors, and a thorough cleaning.

### Alumni Relations and Development Move

The Alumni Relations and Development staff: Lynne Johnson, Seanna O'Sullivan, Jessie Post and David Russel-Jensen, have now moved to the second floor of the Soboleff Building. Facilities staff prepared the new area by removing some walls, new paint, lights and some office furniture. The wall into the hallway will be removed soon and replaced with a new glass wall and door.

A big **Thank You** to both of these departments for the patience and understanding throughout this project. We know that projects that require you to move is stressful and when you are intimately involved, the project seems like it can take forever. This project has been in the pre-planning for more than a decade. Once given approval to start designing, this project has taken not quite a year to complete. This is a good reminder to us medium to large projects take years to decades to complete.



## SOBOLEFF ANNEX DEMOLITION

Now that the Alumni, Development Relations and Public and Media Relations groups have moved to their new spaces, the Soboleff Annex can be demolished. This project has been in the UAS Master Plan for many years and can now proceed since the remodeling of the Hendrickson and Whitehead buildings are complete. The area will be temporarily planted in grass until additional funding becomes available to make an outdoor gathering space.

## PARKING AND VEHICULAR CONCERNS

The only parking allowed is the marked blue ADA spaces on the north side of Hendrickson Annex-College of Education. **PLEASE REFRAIN FROM PARKING IN THE FIRE LANE.** Wide trucks will be traversing the lower road and will need maneuvering space. Parking is also restricted in the area between Soboleff Annex and the kiln shed. Restricted access to this area will continue after Soboleff Annex has been removed. Ample parking is located in the main campus parking lot.

## PAINTING NOVATNEY BUILDING

This has been a great summer for painting. Facilities staff have worked many hours painting the Novatney Building. Our crew has used stools, ladders, scissor lift, man lift and now scaffolding to reach all of the remote parts of the Novatney Building. If we can get a few more good days, we will be able to complete this project.



## EGAN LIBRARY SIDING REPAIRS

Have you noticed the large green box on top of the Egan Library? This is not a new fashion statement. The existing wood siding had reached the end of its useful life and was no longer providing the required building protection. The old siding was removed and now we are waiting on the new wood siding to be shipped to Juneau. We hope this project will be completed before school starts. We were hoping to repair/replace several other places on this building. However, summer is slipping by fast and we do not know if these other sections will be repaired this year or next summer.



## DIAPER CHANGING TABLE

Facilities staff have installed baby diaper changing tables in bathrooms in the Egan Library and Mourant Building.

Thank You to the individual who recommended this change.



## FACILITY SERVICES PARKING LOT

DOT&PF Glacier Highway project tore up half of the facilities parking lot. We have taken this opportunity to tear up the rest of the parking lot to fix some grading problems, replace some damaged asphalt and install parking lot lighting. The grading is now complete and we are waiting on DOT&PF to pave the parking lot.



## BANFIELD HALL FIRE ALARM REPLACEMENT

The fire alarm system in Banfield Hall was replaced this spring between mid-April and mid-May. With excellent cooperation from all parties, the project went smoothly, despite the contractor working in a student-occupied building during final exams, and the extremely short window available for the work. My thanks to Paul Dorman and housing staff, Alaska Electric, Simplex/Johnson Controls, and Haight and Associates for their contributions. Gunalcheesh.

## SITKA CAMPUS EXTERIOR DOORS REPLACEMENT

We expect to advertise this project for construction towards the end of August. This project will replace several exterior doors and install electronic locking system similar to the Juneau Campus.



# UAS AUKE BAY STATION

The UA Board of Regents approved our Schematic Design for the UAS Auke Bay Station during their meeting May 31, 2018. This approval gives UAS approval to complete the design and construction of the project. Check out the Facilities website if you would like to view our application to the board and project documents. Current project schedule includes removing the existing building this fall, start construction of the new building next summer 2019 and be ready to start classes fall 2020.



## LANDSCAPING IMPROVEMENTS

In addition to all their regular mowing, weeding, trimming and cleaning projects, UAS landscaping and grounds crew has taken on several other landscaping projects this summer.

- Whale Bed rose removal: many of the roses around the whale bed died this winter and they never really lived up to their purpose of growing thick enough to overpower the weeds.
- Pruning our wonderful oak trees in the turnaround.
- Relocating all of the plants that grew around the Soboleff Annex
- Planting a shrubby hedge around the parking lot by Housing Aurora Building
- Re-grading drainage ditches to eliminate glaciation on sidewalks and driveways
- Ground cover around John R Pugh residence hall
- Replace Little Princess with Torr at Housing parking lot planter
- Landscape plantings above large concrete retaining wall



## RUNNING LATE

We were hoping to complete the following projects this summer. However, they are running late and we do not know if we can complete them before snow flies.

- Garage Door Replacement at the Technical Education Center
- Concrete sidewalk repairs
- Fuel Storage tank replacement at Housing
- Garage Door Replacement at the Soboleff Ceramics Room
- New Lighting in the Viewing Room – Egan 104
- Entrance Lighting Replacement at the Technical Education Center
- Tool Shed Upgrade at Housing

# EMERGENCY ESCAPE TRAINING



On Thursday August 2<sup>nd</sup> we got word that the anticipated demolition of the Soboleff Annex had been scheduled for morning on Friday the 3<sup>rd</sup>. We were able to send out a quick email for a training opportunity to practice escaping from a building in the event of an emergency. This would include breaking a window or making a hole in the wall if your door was jammed or blocked in the event of an earthquake. We were fortunate to have several people who were available and interested; so we held a training.

The participants were given the challenge to practice making an escape using make-shift tools out of office supplies. The most popular turned out to be a shelving bracket, although several others were tried including fire extinguishers and even a chair!

The attendees were then given the scenario that the door to the room was jammed by an earthquake. They needed a way to get out of the room. To do this they had to make their own door by breaching the wall and they were all successful at making an escape through the next room. (This scenario could be used if you were stuck in your office, home, bathroom or even a hotel room while you travel.)

It was a fun time and we all learned that if you mentally prepare and use your imagination you are never trapped!

We hope to continue to provide more and different training opportunities soon.

## EMILY'S NEW ADVENTURE

Upon graduating with a Bachelors in English Literature in May, 2017, Emily stepped into the Facilities Services Administrative Assistant position after her 2.5-year ITS student position. She assisted waving goodbye to Vickie, Candy, Keith, and Joe, and grew with Ella, Adam, and Nathan. Throughout the year, the crew learned and adapted, grew and shrank. With ease like a crustacean learning how to swim, Emily molded into the Work Order System, and helped find a new shell to call CMMS home. Regardless if the current was smooth, stormy, or unpredictable Facilities Services said, "bring it on." On a typical Juneau night, Ulster University, Coleraine, Northern Ireland, United Kingdom called accepting her into a Masters of English Literature Program with splendid graces. With sweet sorrow, Facilities Services would like to wish Emily the grandest of times on her next adventure.



Meet  
**LOUISE  
LABRANCHE**  
Administrative Specialist

Louise came to UAS Facilities to help with our transition to a new Computerized Maintenance Management System (CMMS). Now that Emily has set out on a new adventure, Louise is also taking on those responsibilities. Louise drove from Colorado to Bellingham to catch the ferry to Juneau this spring in the search of the Great Alaskan Adventure. She has got a good start on that adventure with picking berries after work, catching salmon in the channel, and getting woke up in the night by a mother bear and two cubs getting into her trashcans at night. Louise has 25 years of accounting experience, managed a successful business and has excellent customer service skills. We are glad Louise has come to help us here at Facilities and hope we can add to her Alaskan Adventure.



**PETE MUNRO  
RETIRES AFTER  
DEDICATED  
SERVICE TO UAS**

**14  
YEARS**



# EMERGENCY PROCEDURES



**Dial: 911**

**POLICE/FIRE/EMERGENCY MEDICAL SERVICES: Dial 911**

**UAS Facilities Services: Dial 796-6496 After Hours Dial: 1-866-999-1822**



Information about a campus emergency will be initiated as soon the situation allows and may be communicated using a variety of methods Including Informacast Campus Alert system (dialing 5500 then 54321# on any campus phone) text messages, or loud speakers.



Evacuation	Fire	Hazardous Spill	Medical Emergency
<ul style="list-style-type: none"> <li>WALK – DO NOT RUN. DO NOT USE THE ELEVATORS!</li> <li>Secure any hazardous materials or equipment before leaving.</li> <li><b>Evacuate using the nearest exit</b> (or alternate exit if nearest exit is blocked).</li> <li>Take personal belongings-- keys, wallet, cell-phone (if readily available.)</li> <li>Follow directions given by Campus Officials.</li> <li>Go to designated evacuation point and do not return to the building until instructed to do so.</li> </ul>	<ul style="list-style-type: none"> <li>Evacuate the building and notify other occupants as you leave. <b>DO NOT USE THE ELEVATORS!</b></li> <li>Evacuate using the nearest exit (or alternate exit if nearest exit is blocked).</li> <li>Do not return until authorized by emergency personnel. (or alternate exit if nearest exit is blocked).</li> <li>Fire Extinguisher instructions if trained.  <b>P-</b> Pull the pin  <b>A-</b> Aim at the base of the fire  <b>S-</b> Squeeze the handle  <b>S-</b> Sweep from side to side </li> </ul>	<ul style="list-style-type: none"> <li>If it is an <b>EMERGENCY</b> or if anyone is in danger or injured <b>call 911</b></li> <li>For non emergency spills call facilities <b>(907) 796-6496</b> or after hours call <b>1-866-999-1822</b></li> <li>Move away from the site of the hazard to a safe location.</li> <li><b>Alert others to stay clear</b> of the area.</li> <li>Follow directions given by Emergency personnel</li> <li>Notify emergency personnel if you have been exposed to the hazard or have additional information about the hazard</li> </ul>	<ul style="list-style-type: none"> <li>For all medical emergencies <b>dial 911.</b></li> <li>Be ready to describe the nature and severity of the medical emergency (to the dispatcher)</li> <li>Provide the location on campus</li> <li>Keep the victim calm and comfortable</li> <li>Provide basic First Aid/CPR/AED if trained.</li> <li>Report the injury to Health and Safety (907) 796-6077</li> </ul>
Earthquake	Suspicious Object	Active Shooter	Power Outage
<ul style="list-style-type: none"> <li>Drop, Cover and Hold under a table, desk or against an inside wall -not a doorway- until the shaking stops</li> <li>After the shaking has stopped, check yourself and others for injuries</li> <li>Evacuate the building using nearest exit</li> <li>Move toward the safest location away from buildings, trees and power lines</li> <li>Do not leave campus until you have reported your status to a supervisor, advisor or instructor</li> </ul>	<ul style="list-style-type: none"> <li>Do not touch or disturb the object</li> <li>Notify any supervisory personnel</li> <li>Pay attention to surroundings for any additional threats</li> <li><b>Call 911</b> Clearly describe the object</li> <li>Be prepared to evacuate</li> </ul>	<ul style="list-style-type: none"> <li><b>RUN- If there is an escape path.</b> Leave your belongings behind. Get to a safe location!</li> <li><b>HIDE- If you cannot get out safely.</b> Hide. Lock and barricade the doors. Silence your cell phone and stay quiet.</li> <li><b>FIGHT-</b> As a last resort, and only when your life is in imminent danger. Disrupt or incapacitate the active shooter by: <ul style="list-style-type: none"> <li>Acting as aggressively as possible against them.</li> <li>Yell, throw items and improvise weapons.</li> <li>Commit to your actions.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>Remain calm, provide assistance to others if necessary</li> <li>Move cautiously to a lighted area. Exits will be indicated by lighted signs</li> <li>Turn off computers or other sensitive equipment as you leave</li> <li>For information about a prolonged outage call facilities (907) 796-6496</li> </ul>
	Suspicious Person		Shelter in Place
	<ul style="list-style-type: none"> <li>Do not confront the individual</li> <li><b>Call 911</b> if it is safe to do so</li> <li>Provide as much information as possible for responding police officers</li> <li>If possible move to a safe location</li> </ul>		<ul style="list-style-type: none"> <li>Stay in the building, close and lock doors and windows.</li> <li>Move away from windows</li> <li>Do not use elevators</li> <li>Remain in shelter area until emergency personnel announce that it is safe.</li> </ul>

**NOTE: SHELTER IN PLACE AND EVACUATION PROCEDURES ARE DIFFERENT FOR ACTIVE SHOOTER / VIOLENT INTRUDER. REVIEW ACTIVE SHOOTER RESPONSE PROTOCOL AT [http://uas.alaska.edu/facilities\\_services/emergency-management.html](http://uas.alaska.edu/facilities_services/emergency-management.html) OR contact Emergency Management at: 796-6015 TO SCHEDULE A PRESENTATION FOR YOUR CLASS.**

ADDITIONAL CAMPUS AND PERSONAL EMERGENCY PREPAREDNESS INFORMATION IS AVAILABLE

AT: [http://uas.alaska.edu/facilities\\_services/emergency-management.html](http://uas.alaska.edu/facilities_services/emergency-management.html)

Questions or feedback? • Emergency Management (x6015)