

IFCN- Investment Fund for Core Needs - Entry #72 2018-2019

PROPOSAL SUMMARY

Title: Security Camera Program Initiative

Project Lead Name: Fred Rion

Project Lead eMail Address: frion@brockport.edu

Project Lead Department: University Police / Emergency Management

Project Lead School/Division: Enrollment Management and Student Affairs

Total Amount Requested: \$30,327.00

Name of Sponsor 1: Katy Wilson

Name of Sponsor 2: Lou Spiro

A. PROPOSAL DESCRIPTION & IMPACT

A-1. Description of the Initiative.

An unfortunate reality that we face, whether it be at work, school, our local shopping mall, simply walking down the street, or even here at the College of Brockport Campus – events can occur that can negatively impact us. Events including medical emergencies, fast acting weather events, or unfortunately, acts of violence. In the field of emergency management, we identify our threats and hazards, develop plans to address those areas, and manage risk on a daily basis. Although risk can never be eliminated, we can take mitigation efforts to manage that risk. The purpose of this project is to begin a systematic and calculated approach to mitigate safety risks on the Brockport campus through the development of an all-inclusive security camera program - campus wide. This initial phase of the project will utilize risk assessment results, observations and recommendations from various College departments (including Emergency Management, University Police, Residential Life, and Information Technology) and outside agencies (NYS Division of Homeland Security & Emergency Services), to identify high priority, external camera locations on campus. Areas that will have cameras installed include high traffic areas (both pedestrian and vehicle traffic), areas prone to criminal activity (for example parking areas) and areas of significant crowd gathering and activities (newly constructed mall area, residential areas, etc.). Over 95% of the existing cameras and currently proposed are located (or will be located) within academic, service or resident hall buildings. The cameras proposed in this investment project are filling an existing gap, specific outdoor locations throughout campus.

The identified camera locations for this project will be; (1) camera on the front of Allen Administration Building facing south, (2) panoramic cameras on the front of SERC building facing north, west and east, (1) camera on the west side of Smith Hall facing west, (1) camera on the east side of Edwards Hall facing east, and (1) camera on the south side of Cooper Hall facing south. These cameras will be live 24/7/365 with the capability to record and linked to a server with the capacity to store data for a period of 30 days. The University Police Department will have access to all cameras and will be able to view them in real time at the University Police Office or other remote locations. Recorded data can be obtained and shared with stakeholders as necessary. Additional elements of the project include large monitors to

view the cameras and a computer work station that will serve as the control unit for monitoring the cameras. All of these items will be housed at University Police. Through a partnership with Residential Life (who are separately adding over 100+ cameras in dormitory locations), the server that will store the data from these cameras, etc. will be acquired through funding that residential life is using to enhance their camera system. The plan is to have the server located in Tuttle (where all College data is backed up).

A-2. Impact Statement: What change will this project deliver in the short term? What are the expected longer-term impacts?

Short-term impacts the project will deliver are significant. The first impact the project will have will be the prospect of enhancing a culture of safety and security on campus. As the first designated, Emergency Manager employed by the college – in addition to developing the College's Emergency Management Program, I want to create a culture of preparedness and safety on campus. Video cameras do not substitute the benefits and impacts that law enforcement personnel, college safety staff, or quality safety education programs made available to faculty, students and staff (as it relates to security on campuses) have on a College. However, they do serve as another layer of safety and monitoring that benefit the College Community. Those benefits include but are not limited to: when placed in plain sight - studies show that security cameras reduce criminal activity in that area; well-placed security cameras can deter vandalism and theft; security cameras are a deterrent to unauthorized intruders; cameras can monitor entrances and exits to buildings and can monitor the flow of traffic (vehicle and pedestrian) on campus during large scale events and activities.

Additionally, long-term benefits to the program are expected as well. I believe these cameras will meet with approval from faculty, staff, students and the families of our students. Having a campus wide security camera system will positively impact the students, faculty, staff, families, alumni, visitors and the broader society that the College interfaces with, to know that there is ongoing situational awareness of events occurring on campus in real time – with the goal of keeping the campus community safe and secure. These long-term impacts seamlessly align themselves to the goals outlined in the College's Strategic Plan.

Currently the College has approximately 60 security cameras on campus that are "owned" by various departments and have no single point of monitoring or administration. These cameras are on disparate monitoring systems and can be viewed by the individual department owner only. Several College Departments (Drake Library, Business School, and Residential Life) have plans to or have inquired about adding security cameras in their locations. For example, Residential Life is in process of installing roughly 120 security cameras into all existing dormitories and the new dormitory building scheduled to open in Fall 2018. If the current course of action were to continue, the College could have dozens of different camera systems functioning on campus – with no oversight or consistency amongst them. Therefore, a significant long-term impact is that this proposed project will be the starting point of developing a Campus wide, structured, and cohesive camera program.

What makes this project investment so valuable is it will bring all of the existing (disparate systems), new and future camera installations (no matter what department wishes to install cameras) into the same equipment type, monitoring and maintenance platform. Furthermore, all cameras will have a single monitoring point, the University Police Department. A College wide policy and guideline

statement will be developed by the College's Emergency Manager with input from various stakeholder departments.

B. STRATEGIC ALIGNMENT

B-1. Outline the ways in which the proposed investment will contribute to the College Strategic Plan Goals, and if appropriate, their Measures of Success.

This proposed investment contributes to all identified goals of the Strategic Plan. Primarily the investment contributes to Goal #3 – To be a Sustainable Institution for the 21st Century. Specifically it relates to “environmental sustainability requires a focus on the health and safety of the environment of our campuses as well as the quality of place and accessibility”. This security camera investment directly relates to the concept of “quality of place” in that we are taking steps to enhance safety and security on campus with this technology. This directly relates to Goal #3's “Measures of Success - #5: We will develop and establish appropriate emergency preparedness, business continuity, record management, and information recovery plans for all campus operations”. The situational awareness and real time data that these cameras will provide will greatly contribute to that measurement of success.

This proposed investment project also relates to Goal #1 – To be a Great College at which to Learn. These security cameras can assist in making students and faculty feel safe, providing conditions that support a positive learning environment.

For Goal #2 – To be a College Engaged with its Community; this investment project will support the concepts of civic responsibility to our College Campus and Village neighbors through providing a safer and more secure environment. The project also demonstrates our commitment to leadership relating to the safety of our students, faculty, families, staff and visitors to our Campus.

Lastly, Goal #4 – To be a Great College at which to Work. The plan outlines, “a great college at which to work has a healthy campus climate and a culture of excellence where its employees have pride, enjoy working, and have trust in the institution and each other”. Additionally the plan outlines that “resilience and efficiency are hallmarks of such a college” and that “its faculty and staff are its most important assets”. This investment project heightens each of these areas through directly contributing to increasing safety and security on campus for the college's infrastructure and the individuals who make up our College Community. The proposed project relates to the measures of success 3 and 4. For approximately the last 15 months, I have engaged with many faculty, staff, and students relating to personal preparedness at work, home and in the classroom through training, social media, classroom presentations, a College Senate Resolution and one on one conversations. Many I have spoken with are supportive of increased safety and security training on campus. Security cameras have frequently been a topic of conversation that is overwhelmingly supported. As the proposed project moves forward, training will be developed that incorporates the security cameras into the lexicon of preparedness and safety. Success Measure #4 references “ensuring a safe campus” that is “free from workplace bullying”. At the core of this proposed project is ensuring the campus community is safe through real time security measures that will assist UPD and Emergency Management in our ongoing efforts to make this the safest campus possible for our College Community.

C. SUSTAINABILITY

C-1. How will this initiative become self-sustaining beyond the initial funding period? This project type has a one-time initial cost – hardware, installation, IT infrastructure and licensing. Once the initial cost is expended to build the IT infrastructure and the program established, maintenance and sustainment costs are minimal because the IT infrastructure is in place, allowing program growth. The only sustainment cost would be camera replacement costs by the department making the initial purchase. The development of a policy/guideline related to security camera installations will aid in future camera acquisitions being self-sustaining (on individual departmental levels) because :University Police will be the single department on campus monitoring all cameras, thus eliminating departments need to identify space for monitoring stations, servers, etc.. Through the establishment of a “security camera standard”, departments that wish to have cameras will know the exact specifications, costs, vendor options, etc. prior to purchasing equipment. Those departments would also be cognizant of expectations and requirements of the stakeholder departments involved in the establishment of their departmental camera system (UPD, Facilities, IT). This will eliminate problems that arise from departments who receive an influx of one time funding and use those funds to install disparate camera systems within their area without knowing long-term requirements, impacts, and potential future costs.

D. IMPLEMENTATION PLAN

D-1. Identify the specific activities to be funded from the Investment Fund. Provide an estimated timeline for implementation and for activities anticipated to be ongoing. Specific activities to be funded include the following:

- The acquisition of six FLIR cameras (and appropriate hardware and licensing fees) to be placed in external locations on campus (locations described in Section A-1 of the application).
- The acquisition of (4) 55 inch monitors (and appropriate hardware) and computer workstation that will be installed in the Emergency Operations Center located in Lathrop Hall. These monitors will serve multiple purposes. The primary purpose will be to display live camera feeds from the proposed 6 cameras for this project as well as the additional 180+ cameras that will be part of the overall camera system. Secondary purposes will be display boards, information sharing, and live monitoring during EOC activations.
- The acquisition of cable that will need to be installed from the cameras to electrical / IT closets located in the respective building locations.

There are also project management, programming costs, and potential asbestos abatement costs including under the "contractual services" budget line.

This timeline is based upon a projection of funds being available July 1, 2018. Several activities will occur prior to the award announcement in May 2018.

February 2018 through April 2018: Emergency Manager will convene a group of stakeholder College Department representatives to develop a formal policy and guideline as it relates to security cameras on campus.

May 2018 – TBD : Will submit the Security Camera Policy & Guideline to the appropriate authorizing body (i.e. College Senate, College President, etc.) for approval and implementation.

Mid July 2018 – Project kickoff meeting with Emergency Management, Facilities, Information Technology, Tyco Simplex Grinnell and FLIR Systems, Inc. (hardware and software vendors), and University Police. Several topics will be discussed including the development of a work schedule relating to the installation of all acquired equipment, testing of equipment and “go live” date to place equipment in service.

Late July 2018: Acquisition of equipment

Mid-August 2018 through October 2018: Installation and testing of acquired equipment (based upon previously developed work schedule).

November 2018: Go live with security cameras (including monitoring and data recording).

E. CONSULTATION

E-1. For requests involving technology. Has the Chief Information Officer (Bob Cushman or his designee) reviewed this proposal and verified potential costs as it relates to technology: Yes, proof on file.

E-2. For requests involving facilities. Has the Director of Facilities & Planning (John Osowski or his designee) reviewed this proposal and verified potential costs as it relates to facilities: Yes, proof on file.

E-3. The Project Lead has confirmed other required resources with the appropriate supervisor: Yes, proof on file. Not Applicable

F. BUDGET & OTHER FUNDING SOURCES

F-1. Itemized Budget (Excel format ONLY): [On file]

F-2. Total Amount Requested: \$30,327.00

F-3. This proposal includes: Not applicable.

F-4. Other funding sources* for this proposal? Not applicable.

F-5. Is the success of the project contingent on receipt of funds from any additional funding source(s)? No

G. ASSESSMENT PLAN

G-1. How will you assess/measure the effectiveness of this initiative? Provide anticipated outcomes and specific measurements for success.

The main goal of this project is to make the College Community safer on several levels. Security cameras can serve multiple purposes: act as a deterrent to potential crimes, provide evidentiary information,

provide real time crowd sourcing information, protect critical infrastructure, map crowd/resource movement, monitor weather conditions, and provide a sense of security and safety to the members of our Campus Community including visitors, families and guests. A major measure of effectiveness will be able to utilize the cameras to address all of the purposes outlined above and track data accordingly. The assessment process will be long term. Per the Clery Act, the College is required to track data in many areas. UPD will be able to compare previous year's crime statistics with future year's statistics and determine if cameras that have been installed have had an impact on crime reduction. As another measurement of effectiveness, Emergency Management will work with BSG and Personal Safety Committee to develop a survey instrument that can be administered to students, faculty, and staff related to their increased level of awareness, safety and security on campus following the installation of cameras. Results can be used to improve future processes and safety campaigns for the College Community. Finally, as of today, there is no formal security camera program policy/guideline. It is presumed the policy will eliminate departments spending limited resources on future camera investments, that may not be able to be maintained in the future - due to failure to plan ahead.

H. ADDITIONAL INFORMATION

H-1. Please provide any additional information to assist in the review of the proposal, including why the initiative cannot be funded from divisional resources.

This proposal is a great example of multiple departments throughout the College Community working together, leveraging existing project resources, developing guidelines, communicating best practices – all to make the college a better and safer place. This project is yet another positive step in the direction the College has taken in relation to Emergency Management and creating a culture of community and personal preparedness on campus. In regards to why the initiative cannot be funded from divisional resources, at present the Emergency Management program does not have a “program specific budget”. This particular project is new in that it is tying multiple disparate camera systems together – from different departments, adding new components and capabilities, and ultimately developing something that is going to benefit the entire college community for many years to come. It has not been planned for or budgeted but has been identified as a gap that needs to be filled.

Upload up to three supplemental files here (not required): [On file]

Signature of Project Lead: [on file]

Project Lead Email: frion@brockport.edu

Signatures of sponsors are on file in the Administration and Finance Division.