

Operations - State of Division Summary

Division:	<u>Operations</u>
Department:	<u>Protection Services</u>
Department Head:	<u>Steven F. Sharp</u>

Staffing (08/09):	General Revenue		State / Federal Projects	
	(Number)	(\$\$)	(Number)	(\$\$)
Total Department:	<u>4</u>	<u> </u>	<u> </u>	<u> </u>
Admin	<u> </u>	<u> </u>	<u> </u>	<u> </u>
Prof / Tech	<u>3</u>	<u> </u>	<u> </u>	<u> </u>
Instructional	<u> </u>	<u> </u>	<u> </u>	<u> </u>
ESP	<u>1</u>	<u> </u>	<u> </u>	<u> </u>

Budget Summary (without personnel) (08/09):

General Revenue Budget:	<u>\$87,700.00</u>
Federal Project Budget (specify)	<u> </u>
State Project Budget (specify)	<u> </u>

Department Summary:

1. Scope of Operations

Provide specifics / facts about department; major responsibilities

The Escambia County School District Division of Protection Services became a stand-alone department March, 2005. Prior to this, these functions were the responsibility of one safety coordinator and one secretary housed under Risk Management. Since becoming a stand-alone department, the staff has increased by two to a total of four, consisting of a Division Chief, two Safety Officers, and one Administrative Secretary II.¹

To accomplish its mission of protecting district facilities, students, staff and visitors Protection Services currently operates with an annual budget of \$298,350, (\$210,610 for personnel and \$87,700 for operations). This equates to about \$6.90 per student annually.

Following are the main areas of responsibility which fall under the Division of Protection Services:

- Security
- Safety
- Health
- Environmental
- Emergency Management

¹ In addition, the department also employs a part-time administrative assistant through Landrum. The primary responsibility of this individual is to relieve part of the burden associated with the vendor credentialing process placed upon the department since outsourcing this operation.

Security

This department is responsible for the following aspects of the district's operational and physical security programs:

- Comprehensive Security Program
- Physical Security Coordination – (Hardware)
- Operational Security
- School Resource Officer Operations Liaison
- Security Credentials – Lunsford Act
 - Processed - 7322 +/-
 - Pride Rock – 5722
 - ECSD – 1600 +/-
 - Approximately 8% denial rate for contractors – **470** +/-
 - Fugitives - **20**
- Employee Credentials
- District Gang Reduction Work Group
- Circuit 1 Gang Task Force
- Agency Relationships – Information Sharing
- Vulnerability Assessments
- Sexual Predators/Offenders Warnings – **32 cases**
- Trespass Warnings – **16 cases**
- Statewide Policy for Strengthening Domestic Security in Florida's Public Schools
- School Cop Software
- Domestic Security Threat Advisory System
- Northwest Florida Domestic Security Task Force
 - State Working Group – Critical Infrastructure Protection
 - State Working Group – Campus Security

Safety & Health

This department is responsible for the following aspects of the district's safety and health programs:

- Life Safety Facility Inspections
- Student Safety
 - Transportation Safety
 - Classroom/Lab Safety
 - Facility Life Safety Inspections (6 Million Square Feet of Building Space)
 - Facility Safety Committees
 - Playground Safety
 - Extracurricular Activities
 - Water Activities
 - Crossing/Security Guards
 - Online Safety Information Reports
- Employee Safety
 - Comprehensive Safety Program
 - On-line Safety Training
 - **Approximately 100,000 courses completed**
 - Division Web Site
 - Personal Protection Equipment
 - Injury Reduction
 - Workers Compensation Reduction

- Health
 - Indoor Air Quality
 - Asbestos Management
- Approximately 72% of all asbestos containing material, (ACM), in District buildings has been abated. *(Note: That which remains is intact and not exposed, nor is it considered an immediate health hazard.*
- During past 3 years, AHERA surveys have been conducted at all district facilities which require inspections.
 - Asbestos abatement projects
 - Lead management and abatement
 - Drinking water
 - Disease Control
- District Safety Committee

Emergency Planning

This department is responsible for the following aspects of the district's emergency planning and management programs:

- Comprehensive Emergency Management Plan
- Incident Logs
 - '05 – '06: 205 incidents reported
 - '06 – '07: 301 incidents reported
 - '07 – '08: 360 incidents reported
 - **20% increase over last year's total**
 - **25% increase in weapons on campus, from 24 to 30**
 - **26% increase in threat communications, from 78 to 98 (includes bomb threats, bodily harm and other weapons)**
 - **60% increase in intruders/suspicious persons on campus, from 10 to 16**
- School Incident Response Plans
- Classroom Incident Guides
- Training & Exercises
- National Incident Management System – Homeland Security Presidential Directive 5
- I.E.D. Threat Response
- Computer Based Emergency Facility Information
- District Emergency Radio System
- Pandemic Flu Contingency Plan
- Child Abduction Response Team
- Escambia Educational Response Team
- Continuity of Government/Operations Plan
- Countywide Emergency Shelter Management
 - 11 general public shelters – total capacity: 11,635
 - 10 refuges of last resort – total capacity: 4,544
 - 1 Medical special need shelter
 - 1 Pet shelter
- Escambia County Emergency Operations Center Coordination, *(when activated for severe weather and other emergency incidents)*

Environmental

This department is responsible for the following aspects of the district's environmental programs.

- Hazardous Waste Management & Disposal

- Petroleum Storage
- Haz Mat & Petroleum Spill Response
- Fluorescent Bulb Disposal Efficiency
- Contractor Compliance
- Petroleum Clean-Up Sites
- Contaminated Campus Remediation Projects
 - Old Brown-Barge Middle School
 - Brentwood Elementary School

2. Recent Efficiency / Cost Reduction Initiatives (08/09)

Provide list of general revenue budget cuts and other cost reduction strategies currently being implemented

- Developed and implemented electronic internet based life safety inspection reporting system
- Developed and implemented electronic internet based safety reporting system
- Developed and implemented district wide IAQ program
- Developed district-wide standard for surveillance system, (in conjunction with IT)

3. Successes (last 4 years – 2004 – 2008)

List major accomplishments for department for the past 4 years

- Developed and implemented I.E.D. Threat Assessment and Response Program
 - Since implementation of the new program, I.E.D. threat communications have been reduced significantly, from several hundred during the 2001 and 2002 school years, to only 82 during the 2008 school year. The number of evacuations and class disruptions has also been reduced significantly. This reduction has saved the district thousands of hours in lost educational delivery to our students.
- IAQ Investigations
 - Approximately 450 investigations conducted in-house since 3/2005
 - Estimated savings to District - \$55,500 - \$70,000
 - All full-time district employees have now been issued a district security credentials. This has entailed this department's administrative Secretary II to physically visit each school and administrative site, photograph each employee, gather their personal information, compile data with photographs, print out badge, and deliver badges back to schools.
- This office's involvement with the Regional Domestic Security Task Force has generated approximately \$770,000 in grant funding for security and emergency management equipment and programs.

4. Department Short Term Goals (to be accomplished by the end of 2008 – 2009)

Each department should include some part of CHART implementation

Short term goals should be measureable;

- Capture and analyze injury/accident data
- Behavioral Based Safety
- Implement safety incentive program
- Develop an accident investigation program
- Return efficiency to credentialing process
- Develop hazard reporting system
- Develop/strengthen site safety committees
- Strengthen/revise trailer resident program

5. Department Long Range Goals (specify time line)

Discuss where the department would like to accomplish in the future

- Workers Compensation Reduction
 - Direct Costs: \$5 million per year +/-
 - Indirect Costs: \$10 – 15 million per year +/-
- Implement CPTED, (Crime Prevention Through Environmental Design)

6. Major Challenges for Department

Inadequate Staffing

In 2005, SCS Engineers conducted an evaluation of the district's environmental, health, and safety operations staffing. During the evaluation, SCS acquired information on similar operations at three peer districts based on total number of students and FTEs, student-teacher ratio, number of schools, revenue, and expenditures. The evaluation determined that *"the environmental, health, and safety staffing for Escambia County School District is disproportionately less than that of "the peer districts. At the time of the evaluation, these duties were performed by one individual under the Risk management Department. Based on the study, the following were the student to EH&S staff ratio:*

- Escambia – 44,000/1
- Volusia – 9,000/1
- Lee – 12,600/1
- Polk – 13,700/1
- Based on current staffing, the Escambia School District ration is 14,000/1, which is still a higher ratio of staff to students as reported by peer districts in 2005.
- This study only reviewed safety and health operations. It did not take into account security and emergency management operations.

Security Credentials – Lunsford Act

The Jessica Lunsford Act, (1012.435 F.S.), was passed by the 2005 Florida Legislature. This act requires school districts to conduct background checks on all individuals who do business with the district and who may have access to students.

The District established a Security Credential Office under the auspices of the Protection Services Division in September of 2005. This office was initially staffed by two Security Credential Technicians who were tasked with collecting fingerprints and personal information for all applicants, as well as producing and distributing badges to those that were cleared. The staff was reduced to one individual on February 1, 2006 when one of the technicians resigned.

On July 1, 2006, the credentialing process was turned over to a third party vendor. However, the quality and efficiency of the service for contractors, volunteers and student teachers has been less than expected. Even though this was outsourced, Protection Services still has to manage the day to day operations of the credentialing process.

The outsourcing of has impacted daily operations to the point that a temporary assistant has been hired, who works 20 hours per week, (funded by administrative fees collected through the credentialing process. Furthermore, Protection Services staff is utilizing approximately another four to five hours total per day of employee time, (approximate annual labor cost to District: \$4,000 - \$5,000), adding to the workload of the department.