

2018

2018 Annual Fire Safety Report for Housing & Residence Life

Humboldt State University

2018 Annual Fire Safety Report for Housing & Residence Life

**Report based upon statistics and information for the period of
January 1 through December 31, 2017**

Housing & Residence Life, Humboldt State University
355 Granite Ave, Arcata CA 95521
Phone 707-826-3451 Fax 707-826-5316
Email: housing@humboldt.edu

Contents

Fire Alarms Systems in Housing & Residence Life.....	1
Campus Apartments.....	1
Canyon.....	1
College Creek.....	1
Creekview	2
Cypress	2
Redwood	2
Sunset.....	2
Cogeneration Plant.....	2
Welding and Grounds Shop.....	3
Jolly Giant Building	3
Fire Safety Systems – Housing & Residence Life Facilities	4
Fire Safety Policies & Evacuation Procedures for Housing & Residence Life.....	5
Fire Safety Policies.....	5
Appliances	5
Candles, Barbeques & Incendiary Products	5
Emergency Information Card	6
Fire Alarm Procedures & Fire Safety	6
During a Fire:.....	6
Fire & Safety Regulations	6
Safety Checks	7
Smoking.....	7
Evacuation Procedures.....	7
Evacuation of Residence Halls.....	7
Evacuation of the Jolly Giant Commons	8
Assisting in the Evacuation of Persons with Disabilities	8
Visually Impaired.....	8
Deaf/Hard of Hearing.....	8
Persons Using Wheelchairs	9
Persons with Service Animals	9
The All-Clear Signal.....	9
Emergency Protocols.....	9
General Emergencies – Fire Alarms	9
General Emergencies – Fire/Smoke	10
Fire Safety Training Programs	10
Fire Safety Training.....	10
Fire Drills & Emergency Simulation	10
Fire Extinguishers	11
Campus Security Authority (CSA).....	11
Plans for Future Improvements in Fire Safety	12
Definition of a Fire.....	12
Fire Statistics 2018	13
Fire Statistics 2017	14
Fire Statistics 2016	15

Fire Safety Report for Campus Housing & Residence Life

This report contains information related to fire safety in campus housing at Humboldt State University (HSU), in accordance with the requirements of the Higher Education Opportunity Act of 2008. This report is created annually and published by Housing & Residence Life, relying on information provided by collaborative partners, including but not limited to, the HSU Police Department, HSU Housing & Residence Life, and the Arcata Fire Department.

Fire statistics for the calendar year 2017 are listed at the end of this report.

The HSU Police Department (HSUPD) maintains the campus fire log as well as the crime log which are available 24 hours a day, seven days a week from the UPD counter. Additionally, HSUPD maintains and publishes the statistics for crime as required by the Jeanne Clery Act, published as the Annual Security Report. This report can be found at the following direct link: <https://police.humboldt.edu/clery-act-report>

Fire Alarms Systems in Housing & Residence Life

Campus Apartments

The Campus Apartments complex is a residence hall facility, comprised of one building and has four levels. The fire system consists of fire alarms, smoke and heat detectors, and fire extinguishers. The fire extinguishers are located throughout the building on each level. The fire alarm system is activated by manual pull stations on the ends of each level and smoke detectors throughout the building. The fire alarms and smoke detectors report to the University Police Department central station, as well as having audible alarms.

Canyon

The Canyon complex is a residence hall facility comprised of eight buildings: Alder, Cedar, Chinquapin, Hemlock, Madrone, Maple, Pepperwood, and Tan Oak, each having four levels. The fire system consists of fire sprinklers, fire alarms, smoke detectors, heat detectors and fire extinguishers. The fire extinguishers are located throughout each building on each level. The fire alarm system is activated by manual pull stations and heat detectors located throughout the buildings. Both the fire sprinkler and fire alarm systems report to the University Police Department central station, as well as having audible local alarms. Stand-alone smoke detectors in the resident bedrooms and end-suites provide local alarm notification and do not report to the University Police Department, except the Cedar, Chinquapin, Hemlock, and Madrone fire alarm systems, which has an addressable system.

College Creek

The College Creek complex is a residence hall facility, comprised of nine total buildings: Mendocino, Trinity, Shasta and Del Norte halls are two buildings each having three levels and connected by exterior walkways on levels two and three, and one multiple level Market Place and Community center building.

The fire system consists of fire sprinklers, fire alarms, smoke & heat detectors and fire extinguishers. The fire extinguishers are located throughout each building on all levels. The fire alarm system is activated by manual pull stations or smoke/heat detectors located throughout the buildings. The fire alarms, fire sprinklers, and smoke detectors report to the University Police Department central station, as well as having audible alarms. Fire suppression systems are located on each of the two hoods in the first level of the Market Place.

Creekview

The Creekview complex is a residence hall facility comprised of five buildings. Fern, Willow, Juniper, and Laurel are four story buildings, and Creekview Community Center is a single story structure. The fire system consists of fire alarms, fire sprinklers, smoke detectors and fire extinguishers. The fire extinguishers are located throughout each building on each level. The fire alarm system is activated by manual pull stations located throughout the buildings. Both the fire sprinkler system and the fire alarm system report to the University Police Department central station, as well as having audible local alarms. Stand-alone smoke detectors in the resident bedrooms provide local alarm notification and do not report to the University Police Department; except the Juniper and Laurel fire alarm systems, which has an addressable system.

Cypress

The Cypress complex is a residence hall facility, comprised of nine levels that follow the contour of its hillside location. The fire system consists of fire alarms, smoke detectors, heat detectors and fire extinguishers. The fire extinguishers are located throughout each building on each level. The fire alarm system is activated with manual pull stations and smoke and heat detectors. The fire alarms, smoke and heat detectors report to the UPD central monitoring station, as well as having audible local alarms. The fire sprinkler system is located in limited locations on the first level.

Redwood

The Redwood complex is a residence hall facility, comprised of one building and has three levels. The fire system consists of fire alarms, heat detectors, and fire extinguishers. The fire extinguishers are located throughout each building on each level. The fire alarm system is activated by manual pull stations located throughout the building and heat detectors located in kitchens and laundry rooms. The fire alarm system reports to the University Police Department central station, as well as having audible local alarms. Stand-alone smoke detectors in the resident bedrooms provide local alarm notification and do not report to the University Police Department.

Sunset

The Sunset complex is a residence hall facility, comprised of one building and has three levels. The fire system consists of fire alarms, smoke detectors, heat detectors and fire extinguishers. The fire extinguishers are located throughout each building on each level. The fire alarm system is activated with manual pull stations and smoke and heat detectors. The fire alarms, smoke and heat detectors report to the UPD central monitoring station, as well as having audible local alarms.

Cogeneration Plant

The Cogeneration Plant is comprised of one building, housing the cogeneration plant. The fire system consists of a fire alarms, heat detectors, and fire extinguishers. The fire extinguishers are located

throughout the plant. The fire alarm system is activated by heat detectors located in the plant. The fire alarm system reports to the University Police Department central station, as well as having audible local alarms.

Welding and Grounds Shop

The Welding and Grounds Shop is comprised of one building housing the grounds and welding shops. The fire system consists of fire extinguishers located throughout the building.

Jolly Giant Building

The Jolly Giant Commons building consists of student recreation areas, administrative offices, and dining facilities. It is comprised of one building having four levels. The fire system consists of fire sprinklers, fire alarms, kitchen hood fire suppression systems, and fire extinguishers. The fire extinguishers are located throughout the building on each level. The fire alarm system is activated by manual pull stations and detectors located in various locations throughout the building. The fire sprinkler system is located in limited locations. Dry stand pipes with fire department connections are located in the southeast and northwest stairwells. Both the fire sprinkler and fire alarm systems report to the University Police Department central station, as well as having audible local alarms. Fire suppression systems are located on each of the three kitchen hoods on the third level.

Fire Safety Systems – Housing & Residence Life Facilities

Facility	Fire Alarm Monitoring Done on Site (by UPD)	Partial *1 Sprinkler System	Full **2 Sprinkler System	Smoke Detection	Fire Extinguisher Devices	Evacuation Plans & Placards	Number of evacuation (fire) drills each calendar year
Alder Hall, 280 Canyon Fire Ln	X		X	X	X	X	2
Cedar Hall, 263 Canyon Fire Ln	X		X	X	X	X	2
Chinquapin Hall, 220 Canyon Fire Ln	X		X	X	X	X	2
Hemlock Hall, 210 Canyon Fire Ln	X		X	X	X	X	2
Madrone Hall, 204 Canyon Fire Ln	X		X	X	X	X	2
Maple Hall, 160 Canyon Fire Ln	X		X	X	X	X	2
Pepperwood Hall, 155 Canyon Fire Ln	X		X	X	X	X	2
Tan Oak Hall, 140 Canyon Fire Ln	X		X	X	X	X	2
Cypress Hall, 271 Granite Ave	X	X		X	X	X	2
Juniper Hall, 3028 Granite Ave	X		X	X	X	X	2
Laurel Hall, 3023 Granite Ave	X		X	X	X	X	2
Willow Hall, 3035 Granite Ave	X		X	X	X	X	2
Fern Hall, 3047 Granite Ave	X		X	X	X	X	2
Redwood Hall, 250 Redwood Fire Ln	X			X	X	X	2
Sunset Hall, 2150 Sunset Ct	X			X	X	X	2
Campus Apts, 335 Laurel Dr	X			X	X	X	2
Trinity Hall, 1681 Rossow	X		X	X	X	X	2
Mendocino Hall, 1691 Rossow	X		X	X	X	X	2
Shasta Hall, 341 Harpst St	X		X	X	X	X	2
Del Norte Hall, 351 Harpst St	X		X	X	X	X	2

*1 Partial Sprinkler System is defined as having sprinklers in the commercial laundry area and maintenance stock rooms on the first level.

**2 Full Sprinkler System is defined as having sprinklers in both the common areas and individual rooms.

Fire Safety Policies & Evacuation Procedures for Housing & Residence Life

The “*Residence Life & You Handbook 2017-2018*”, which is available on Housing & Residence Life website <https://housing.humboldt.edu/resident-resources/forms-and-documents> and updated annually, is the recognized policy document for Housing & Residence Life regarding the following information:

Fire Safety Policies

Appliances

Appliances such as clocks, lamps, hair-dryers, computers, stereos, televisions, and the like are permitted in student rooms and public areas of the facilities, provided the resident ensures the following: appliances are UL-approved; the wiring of appliances is safe and plugged into an electrical outlet utilizing a surge protector; appliances are turned off when not in use; and requests from other residents or staff regarding noise from appliances are respected.

Use of items such as electric fry pans, coffee pots, toasters, toaster ovens, rice cookers and blenders are not allowed in student rooms and are only permitted for use in the kitchen area of the residence halls, apartments and suites.

Residents of College Creek, Campus Apartments, Cypress Hall and Creekview Apartments are not allowed to have microwaves and mini refrigerators in their personal rooms. Microwaves and refrigerators are provided in the kitchen area of each apartment or suite of these complexes

Humboldt State Housing will provide one microwave and one mini refrigerator per room for the residents of Redwood, Sunset, Alder, Cedar, Chinquapin, Hemlock, Madrone, Maple, Tan Oak and Pepperwood. Only one microwave and one mini refrigerator is allowed in each room. Students should not purchase and bring these items from home.

Students with medical needs requiring additional refrigeration space need to contact Housing at (707) 826-3451. If approved, the refrigerator must be kept in an open space that allows ventilation. Refrigerators may not be placed in a closet or under a desk.

Space heaters and other such heat-producing appliances are fire safety hazards and are not permitted in the facilities at any time. Irons are heat producing and therefore considered a fire safety hazard. You can only use irons in laundry rooms. Dehumidifiers, space heaters and electric blankets are also prohibited in the residence halls.

Candles, Barbeques & Incendiary Products

Candles, incense, barbecues, torches and other such incendiary products (e.g., fire poi, tea light diffusers, etc.) are fire safety hazards and may not be used inside of the facilities. Any candle found burning or with a burnt wick will need to be removed. If you have questions about this, please ask a CA before you bring a candle into your room.

Public barbecue areas are stationed on the Canyon lawn, Cypress lawn, Creekview picnic areas, the Hill Quad, and at the College Creek patio area for use by residents.

Flammable liquids such as lighter fluid, gasoline, and charcoal starter may not be stored in or adjacent to any facility but can be stored at the Housing Grounds shop by contacting the Grounds office at (707) 826-5514. Access to stored items will be by appointment only. In order to access stored items after work hours, contact the Information Desk. Possession of a butane torch will result in removal from Housing on a first offense.

Emergency Information Card

Located on the back of your room door is an Emergency Information Card. This card provides you with important safety and evacuation information. Be sure to familiarize yourself with this emergency information and learn where all exits are located. Do not tamper with or remove this card. If this card is missing from your room please contact the Housing Front Desk.

Fire Alarm Procedures & Fire Safety

To help minimize the risk of fire in our residence halls, we have set in place some policies and guidelines, such as no candles, incense, or smoking in the halls and no tampering with fire alarm equipment. Additionally, at the beginning of each semester we conduct fire alarm drills in all of the residence halls, and regardless of the time of day or night we require residents to evacuate whenever the fire alarm sounds. It is important that each fire alarm is treated as real, as time is of the essence during a fire.

During a Fire:

1. Feel the door for temperature (use the back of your hand). If the door is hot, do not open it.
2. Close the windows
3. If you cannot leave the room, stay calm
 - a. call 911 to notify authorities of your location
 - b. stuff wet sheets or clothing under doors
 - c. hang a sheet out the window or shout to attract attention
4. If you leave the room, close the door behind you
 - a. stay low to the ground if smoke is present
 - b. move quickly, but do not run
 - c. take a towel to avoid smoke inhalation
5. Do not re-enter the building until permitted to do so by a staff member

Tampering with or disabling any part of the fire alarm system, discharging an extinguisher, registering a false alarm, or setting a fire can endanger life and property and will be grounds for removal from the residence halls, a fine and possible criminal charges. All residents will be expected to evacuate the residence hall if the fire alarm sounds. Smoke and heat detectors in student rooms and common areas must be kept in working order. It is essential to report any malfunctions to the Housing Office immediately.

Fire & Safety Regulations

Fire safety equipment installed in the halls is for use only in emergency situations. Tampering with and/or covering any such equipment – including fire extinguishers, fire alarm pull stations, fire alarm horns, fire hoses, sprinklers, nozzles, exit signs, smoke detectors, heat detectors or any other equipment – is a threat to life and is strictly prohibited.

Residents may be held responsible for intentional or unintentional negligence that leads to alarms/sprinklers being activated. Pulling a fire alarm, tampering with fire safety equipment or

intentionally exiting a building through a fire exit when there is no emergency can be grounds for immediate removal from the residence halls and is subject to the following Fire and Health Safety Codes: California Fire Code Chapter 9 Fire Protection Systems 2013ed, Section 901.8 – Removal or Tampering with equipment. It shall be unlawful for any person to remove, tamper with or otherwise disturb any fire hydrant, fire detection and alarm system, fire suppression system, or other fire appliance required by this code except for the purpose of extinguishing a fire, training purposes, recharging or making necessary repairs, or when approved by the fire code official.

Safety Checks

We conduct safety checks of each resident room during winter break to assure items are unplugged and there are no potential fire or safety hazards in unoccupied rooms. An informational memo will be sent out to residents to your Humboldt email address a few weeks prior to the break period. This memo will instruct residents of procedures that should be followed in preparation for the break.

Smoking

Effective September 1, 2017, all CSU campuses will be smoke-free. No smoking will be allowed anywhere on campus. Smoking is not permitted in the residence hall facilities at any time. Smoking is defined as inhaling, exhaling, burning, or carrying a lighted cigarette, cigar, pipe or other lighted smoking product, including electronic cigarettes. Violations of the smoking policy are subject to a \$25 charge plus additional damage charges.

Evacuation Procedures

The following procedures are from the *“Housing & Residence Life Student Staff Manual 2017-2018,”* which is updated annually and distributed to all professional and student staff in Residence Life:

Evacuation of Residence Halls

What follows are routes and areas for evacuation. Normally during a fire, the fire alarm will be pulled to initiate people's evacuation; however, there are times when either the power is out or perhaps during a bomb threat when we might not utilize the alarm system and thus need to go door to door instructing people to leave the building immediately. When directing people to evacuate it is important to remember that whatever caused the emergency may have affected an evacuation path. This is critical to remember just after an earthquake. All stairs and catwalks should be checked before instructing people to either walk under or use them. Those evacuation areas are:

- Campus Apartments (North Side): Library Parking Lot
- Campus Apartments (South Side): SBS Parking Lot to the southeast
- Canyon East - East side of JGC (watch for traffic)
- Canyon West - West side of JGC (watch for traffic)
- College Creek- Soccer Field
- Creekview – West (Juniper/Laurel) to East parking lot; East (Willow/Fern) to West parking lot
- Cypress East and Cypress 1, 2, 3, 4, 5: Cypress Lawn
- Cypress 6, 7, 8, 9: Next to University Center
- Jolly Giant Commons: Cypress Lawn
- Redwood: Stairs to JGC, or next to the University Center
- Sunset: Stairs to JGC, or next to the University Center

In any evacuation situation, if there is inclement weather, one of the other buildings will be opened if an extended evacuation is necessary. The evacuation procedure is basically the same for all situations that might require evacuation - bomb scares, floods, etc.

Your command to evacuate in any emergency situation has approximately the same authority as a police officer's command. Persons who deliberately disobey an evacuation order, whether it is a false alarm or not, are subject to disciplinary action. It is important that you note those individuals and write an incident report as soon as possible at the conclusion of the emergency/false fire alarm.

Evacuation of the Jolly Giant Commons

If there is a fire alarm while the Information Desk is open, the following procedures will be followed:

- Call University Police immediately and notify them of the alarm.
- Call and have the Info Desk radio call on duty CAs and give them instructions to meet at the Jolly Giant Commons command center located at the east side of the JGC.
- Close and lock the sliding door, and lock the office.
- Evacuate the first level, starting with the saunas and the weight room, moving to the east side of the building and evacuating the Giant's Cupboard.
- Proceed to the command center; look for any assistance and begin to evacuate the building top to bottom.

Assisting in the Evacuation of Persons with Disabilities

Disabled persons are not helpless and can serve as resources for their individual conditions and needs. Therefore, when offering assistance, ask the person how you can best help.

Visually Impaired

Most persons with visual impairments are familiar with their immediate area. In the event of an emergency, talk to the person. Tell them the nature of the emergency and that you will guide them to the nearest emergency exit. Have the person take your elbow (escort them). Tell the person where they are and advise them of any obstacles. Ask the student if they require any other assistance once you reach the evacuation site. Inform them of where the nearest assistance is located and then inform the emergency coordinator of the location of the student.

Deaf/Hard of Hearing

Persons with impaired hearing may not hear the warning bells and buzzers used for the evacuations of buildings. Therefore an alternative warning device is needed. The two most acceptable methods of warning are:

- Person to person: contact with a written note telling them where the emergency is and the nearest evacuation route.
- A visual signal such as turning the light switch on and off to gain their attention.

Special equipment may have been provided for their safety by the University and installed in rooms housing residents who are deaf/hearing impaired. However, if this is not the case or the person who is deaf/hearing impaired is not in their own room the aforementioned contact or signal should be done.

Persons Using Wheelchairs

Tell the person the nature of the emergency. Most persons using wheelchairs will be able to exit safely without assistance. If their wheelchair is inaccessible or trapped, you will need to ask them how they wish to be assisted. Preference varies as to:

- Being removed physically from the wheelchair.
- The number of people necessary to assist them.
- Points on the wheelchair where the rescue person should hold onto for lifting.
- Whether the seat cushion or pad should be brought along with them if removed from the chair.
- Whether to extend or move their extremities when lifting due to pain, catheter leg bags, braces respirators, etc.
- How to proceed with after-care if removed from the wheelchair, i.e., whether stretchers, chair with cushion pad, car seat or paramedic involvement is necessary.
- Being carried forward or backwards, up or down a flight of stairs.

Persons with Service Animals

Persons who use service animals should never be separated from the animal unless absolutely necessary. Communicate with the person who has the animal to find out what they may need assistance on. Be aware that during an emergency, the animal may be confused and disoriented. Allow the person to handle their animal unless they ask for assistance.

The All-Clear Signal

The person with the highest Housing authority, in consultation with the University Police Department, will give the all clear signal allowing residents to return to the building. This decision will not be reached until all staff members involved have decided it is safe for residents to return to the building.

This procedure is the same for false fire alarms as well. It is important during a false fire alarm that a complete evacuation of the building takes place before we allow residents to return, even though we know it is a false fire alarm.

Emergency Protocols

General Emergencies – Fire Alarms

1. Call 9-1-1 or 826-5023 (UPD) and tell UPD the location of the fire alarm.
2. Notify Housing (826-3451) of fire alarm.
3. Activate Incident Command system and set up Incident Command Post (notify Housing of its location).
4. Establish a perimeter around building. Station staff at control points.
5. If fire or smoke is found, follow instructions for responding to Fire/Smoke.
6. If no fire is found, and once all students have been evacuated and all staff on scene agree (UPD, AFD, Housing), reset alarm and allow residents back in building.
7. Before reset alarm, organize rooms inspection teams (a minimum of two per team) and inspect the rooms.

General Emergencies – Fire/Smoke

1. Pull fire alarm. Evacuate building and close door behind you.
2. Don't open a door unless you know what is on the other side.
3. Call 9-1-1 or 826-5023 (UPD) and tell UPD there is a fire (and where). UPD will call the Arcata Fire District.
4. Call Housing (826-3451).
5. Activate Incident Command system and set up Incident Command Post (notify Housing of its location).
6. Establish a perimeter around building. Station staff at control points.
7. Dispatch staff to direct emergency vehicles at cross streets and intersections. Unlock fire gates.
8. If there are injuries or fatalities, set up triage centers and administer first aid/CPR.
9. Make notes of persons trapped or injured still in building.
10. Housing Incident Commander will pass the information to appropriate emergency personnel as they arrive on scene.

Fire Safety Training Programs

Fire Safety Training

Annually, HSU Housing & Residence Life conducts a two week long training program in Fall and one week training program in Spring. During the trainings the Housing & Residence Life student staff and Professional staff members are taught basic university protocols for fires, fire drills, evacuations, first response, fire extinguisher training and emergency management. Additionally each member of the Residence Life Student and professional staff received a Training Manual which includes written documentation and protocol for such events, as well as other housing related items. This manual emphasizes the verbal and visual training covered by the Universities Environmental Health and Safety Officer for both Fire Safety and First Responders. Area Coordinator of Emergency Management covers general emergencies, evacuation policies and procedures and basic emergency training.

Eureka/Humboldt Fire Extinguisher *or* HSU Occupational Safety Coordinator participates in the training as well by teaching the student staff the basic use of fire extinguishers.

Housing fulltime full professional staff members have annual fire extinguisher training, perimeter training and training about what to do in the event of a fire or hearing a fire alarm.

Fire Drills & Emergency Simulation

Bi-annually, during the third and fourth week of classes of each semester, Housing conducts a full scale fire and evacuation drill in each of the Residence Hall buildings during the evening hours when a majority of students are present. Residents are advised in advance of the drill through email and posters in their communities but are not given the exact date or time of the actual drill requiring full participation and evacuation.

During February 2017, there were 20 fire drills conducted in which the following residence halls were evacuated: Alder, Cedar, Chinquapin, Hemlock, Madrone, Maple, Pepperwood, Tan Oak, Del Norte, Shasta, Trinity, Mendocino, Fern, Juniper, Willow, Laurel, Cypress, Campus Apartments, Redwood, and Sunset.

During September 2017, there were 20 fire drills conducted in which the following residence halls were evacuated: Alder, Cedar, Chinquapin, Hemlock, Madrone, Maple, Pepperwood, Tan Oak, Del Norte, Shasta, Trinity, Mendocino, Fern, Juniper, Willow, Laurel, Cypress, Campus Apartments, Redwood, and Sunset.

During Housing's two week Student Staff training in August, student-staff receive emergency training learning how to respond to situations in the Residence Halls. Student Staff, in conjunction with Housing Professional Staff, University Police, Arcata Fire Department, Campus Emergency Operation Center, and CERT (Campus Emergency Response Teams) partake in a 1-2 hour long full-scale emergency drill in which an actual fire is simulated inside a particular Residence Hall with smoke machines, actors, and actors in Moulage. All agencies involved must utilize the Incident Command System (ICS) and respond to the situation appropriately.

A post drill review is conducted and an After Action Report is completed and submitted to the Emergency Management Coordinator after the Emergency Simulation as well as the fire drills.

For the for the period of January 1 through December 31, 2017, Housing conducted 40 different fire drills for the year and one Emergency Simulation exercise involving a fire simulation.

Fire Extinguishers

Your responsibility: Do not hang your extinguisher and forget it. Like any appliance, it requires care. Keep it clean. Look at the gauge every month to make sure it has pressure in it. (The needle will point straight up if it is full.) Check the safety seal to make sure it is intact. Check the nozzle to make sure it is not plugged. If it is dented or begins to rust, have it checked immediately.

The name plate also contains operating instructions, cautions, and maintenance instructions. Read it carefully and understand it thoroughly before a fire occurs. Never fill it yourself or try to fix it yourself. Notify your Residence Life Coordinator if your extinguisher needs attention.

Campus Security Authority (CSA)

Persons Responsible to Receive/Report Occurrences: Students, staff, faculty (and others) on campus who receives information of a fire occurrence, shall immediately report that information to the University Police Department. In the event that the fire is occurring, 9-1-1 should be called immediately to make a report. A report may also be reported to a designated "campus security authority". A "**campus security authority**" is defined as:

Campus officials who have significant responsibility for student and campus activities as well as the authority and the duty to take action on behalf of Humboldt State University.

The following, but not limited to, have been identified as "**campus security authorities**", and as such, are required to receive crime reports from students and others. They also report crime, suspicious incidents or security problems to the University Police: President, Vice Presidents, Provost, Housing Staff including Community Advocates and Residence Life Coordinators, Student Health Staff, Athletic Coaches, Student Affairs, Directors, Co-directors, Coordinators, Faculty Advisors, Deans of Students, Club Advisors, Managers and Ombudspersons.

Plans for Future Improvements in Fire Safety

Housing has planned to update the Fern, Willow, Pepperwood, Maple, and Tan Oak fire alarm systems. The new systems will be activated by pull stations and smoke and heat detectors. The fire alarms system will be supervised through UPD.

Definition of a Fire

As defined in the amendment to the Higher Education Act, “Fire” is defined as *any instance of open flame or other burning in a place not intended to contain the burning or in an uncontrolled manner*. The fire statistics in this table apply only to on-campus student housing facilities. The definition of which will be *any building, located on campus on land owned or controlled by the institution that is used for student housing*. Therefore, the housing support facilities are not included in the table.

Fire Statistics 2018 (01/01/17 – 12/31/17)

Facility	Total Fires in Building	Date/Time	Cause of Fire	# of Fires Requiring Treatment at a Facility	# of Deaths Related to Fire	Value of Property Damage \$	Case Number
Alder Hall, 280 Canyon Fire Ln	1	9/24/17 @2205 hrs	Cooking Fire	0	0	0	0917-0255
Cedar Hall, 263 Canyon Fire Ln	0	N/A	N/A	N/A	N/A	N/A	N/A
Chinquapin Hall, 220 Canyon Fire Ln	0	N/A	N/A	N/A	N/A	N/A	N/A
Hemlock Hall, 210 Canyon Fire Ln	0	N/A	N/A	N/A	N/A	N/A	N/A
Madrone Hall, 204 Canyon Fire Ln	0	N/A	N/A	N/A	N/A	N/A	N/A
Maple Hall, 160 Canyon Fire Ln	0	N/A	N/A	N/A	N/A	N/A	N/A
Pepperwood Hall, 155 Canyon Fire Ln	0	N/A	N/A	N/A	N/A	N/A	N/A
Tan Oak Hall, 140 Canyon Fire Ln	0	N/A	N/A	N/A	N/A	N/A	N/A
Cypress Hall, 271 Granite Ave	2	2/1/17 @1223 hrs	Dryer Fire	0	0	0	0917-0032
		2/28/17 @1621 hrs	Remote Control car battery exploded	0	0	0	0917-0056
Juniper Hall, 3028 Granite Ave	0	N/A	N/A	N/A	N/A	N/A	N/A
Laurel Hall, 3023 Granite Ave	0	N/A	N/A	N/A	N/A	N/A	N/A
Willow Hall, 3035 Granite Ave	0	N/A	N/A	N/A	N/A	N/A	N/A
Fern Hall, 3047 Granite Ave	0	N/A	N/A	N/A	N/A	N/A	N/A
Redwood Hall, 250 Redwood Fire Ln	0	N/A	N/A	N/A	N/A	N/A	N/A
Sunset Hall, 2150 Sunset Ct	0	N/A	N/A	N/A	N/A	N/A	N/A
Campus Apts, 335 Laurel Dr	0	N/A	N/A	N/A	N/A	N/A	N/A
Trinity Hall, 1681 Rossow	1	4/7/17 @ 1621 hrs	Cooking Fire	0	0	0	0917-0103
Mendocino Hall, 1691 Rossow	0	N/A	N/A	N/A	N/A	N/A	N/A
Shasta Hall, 341 Harpst St	0	N/A	N/A	N/A	N/A	N/A	N/A
Delnorte Hall, 351 Harpst St	0	N/A	N/A	N/A	N/A	N/A	N/A

Fire Statistics 2017 (01/01/16 – 12/31/16)

Facility	Total Fires in Building	Date/Time	Cause of Fire	# of Fires Requiring Treatment at a Facility	# of Deaths Related to Fire	Value of Property Damage \$	Case Number
Alder Hall, 280 Canyon Fire Ln	0	N/A	N/A	N/A	N/A	N/A	N/A
Cedar Hall, 263 Canyon Fire Ln	0	N/A	N/A	N/A	N/A	N/A	N/A
Chinquapin Hall, 220 Canyon Fire Ln	0	N/A	N/A	N/A	N/A	N/A	N/A
Hemlock Hall, 210 Canyon Fire Ln	1	12/11/16 @0207hrs	Plastic cup burned	0	0	0	0916-0443
Madrone Hall, 204 Canyon Fire Ln	0	N/A	N/A	N/A	N/A	N/A	N/A
Maple Hall, 160 Canyon Fire Ln	0	N/A	N/A	N/A	N/A	N/A	N/A
Pepperwood Hall, 155 Canyon Fire Ln	0	10/2/16 @ 2318hrs	Arson	0	0	\$1995.25	0916-0319
Tan Oak Hall, 140 Canyon Fire Ln	0	N/A	N/A	N/A	N/A	N/A	N/A
Cypress Hall, 271 Granite Ave	2	3/1/16 @1600hrs, 11/30/16 @2342hrs	Dryer fire Dryer fire	0 0	0 0	\$1074.89 \$0.00	0916-0093, 0916-0421
Juniper Hall, 3028 Granite Ave	0	N/A	N/A	N/A	N/A	N/A	N/A
Laurel Hall, 3023 Granite Ave	0	N/A	N/A	N/A	N/A	N/A	N/A
Willow Hall, 3035 Granite Ave	0	N/A	N/A	N/A	N/A	N/A	N/A
Fern Hall, 3047 Granite Ave	0	N/A	N/A	N/A	N/A	N/A	N/A
Redwood Hall, 250 Redwood Fire Ln	1	08/21/16 @1350hrs	Arson	0	0	0	0916-0242
Sunset Hall, 2150 Sunset Ct	0	N/A	N/A	N/A	N/A	N/A	N/A
Campus Apts, 335 Laurel Dr	0	N/A	N/A	N/A	N/A	N/A	N/A
Trinity Hall, 1681 Rossow	0	N/A	N/A	N/A	N/A	N/A	N/A
Mendocino Hall, 1691 Rossow	0	N/A	N/A	N/A	N/A	N/A	N/A
Shasta Hall, 341 Harpst St	0	N/A	N/A	N/A	N/A	N/A	N/A
Delnorte Hall, 351 Harpst St	0	N/A	N/A	N/A	N/A	N/A	N/A

Fire Statistics 2016 (01/01/15 – 12/31/15)

Facility	Total Fires in Building	Date/Time	Cause of Fire	# of Fires Requiring Treatment at a Facility	# of Deaths Related to Fire	Value of Property Damage \$	Case Number
Alder Hall, 280 Canyon Fire Ln	1	09/18/15@ 1945	Dryer Motor	0	0	\$1,000.00	0915-0286
Cedar Hall, 263 Canyon Fire Ln	0	N/A	N/A	N/A	N/A	N/A	N/A
Chinquapin Hall, 220 Canyon Fire Ln	0	N/A	N/A	N/A	N/A	N/A	N/A
Hemlock Hall, 210 Canyon Fire Ln	0	N/A	N/A	N/A	N/A	N/A	N/A
Madrone Hall, 204 Canyon Fire Ln	0	N/A	N/A	N/A	N/A	N/A	N/A
Maple Hall, 160 Canyon Fire Ln	0	N/A	N/A	N/A	N/A	N/A	N/A
Pepperwood Hall, 155 Canyon Fire Ln	0	N/A	N/A	N/A	N/A	N/A	N/A
Tan Oak Hall, 140 Canyon Fire Ln	0	N/A	N/A	N/A	N/A	N/A	N/A
Cypress Hall, 271 Granite Ave	0	N/A	N/A	N/A	N/A	N/A	N/A
Juniper Hall, 3028 Granite Ave	0	N/A	N/A	N/A	N/A	N/A	N/A
Laurel Hall, 3023 Granite Ave	0	N/A	N/A	N/A	N/A	N/A	N/A
Willow Hall, 3035 Granite Ave	0	N/A	N/A	N/A	N/A	N/A	N/A
Fern Hall, 3047 Granite Ave	0	N/A	N/A	N/A	N/A	N/A	N/A
Redwood Hall, 250 Redwood Fire Ln	0	N/A	N/A	N/A	N/A	N/A	N/A
Sunset Hall, 2150 Sunset Ct	0	N/A	N/A	N/A	N/A	N/A	N/A
Campus Apts, 335 Laurel Dr	1	12/12/15@ 0931	Clutter on stovetop	0	0	\$100.00	0915-0435
Trinity Hall, 1681 Rossow	0	N/A	N/A	N/A	N/A	N/A	N/A
Mendocino Hall, 1691 Rossow	0	N/A	N/A	N/A	N/A	N/A	N/A
Shasta Hall, 341 Harpst St	0	N/A	N/A	N/A	N/A	N/A	N/A
Delnorte Hall, 351 Harpst St	0	N/A	N/A	N/A	N/A	N/A	N/A
CCAT, 1580 Cluster Ct	0	N/A	N/A	N/A	N/A	N/A	N/A