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Western Oregon UNIVERSITY

# WOU STRATEGIC BUDGET PROPOSAL FOR INSTITUTIONAL PRIORITIES

## I. PROPOSAL OVERVIEW

| | | |
|---|---|---|
| Title<br>Campus Supplies for Emergency Preparedness | | |
| Department<br>Emergency Management | Requestor<br>Rebecca Chiles | |
| Requestor Email<br>chilesr@wou.edu | Requestor Phone<br>8-8822 | Request Date<br>02/08/18 |

## II. TIMEFRAME

| | | | | |
|---|---|---|---|---|
| **Proposed Dates** | Start | 07/01/18 | End | 06/30/22 |

## III. PROPOSAL SUMMARY

*Make your summary **concise** and compelling. Avoid jargon and acronyms. A limit of 100 words is recommended.*

The committee charged with planning for campus emergencies is requesting $82,000 over the next four fiscal years to purchase supplies that will be necessary in the event of a natural or person-made disaster on the WOU campus.

## IV. PROPOSAL SCOPE

Describe the proposal and the expected outcomes if approved. Additional space available on the next page.

History has shown that disaster can strike without regard to time or location. While natural or person-made disasters can wreak havoc on infrastructure and emotions, planning and preparation can mitigate the impacts of these incidents. For decades, scientists have been studying the Cascadia Subduction Zone and the great quakes that have emanated from the plates in the past. Today, the next quake is a matter of when, not if, and public agencies across the state and the federal government have been preparing for a quake unlike anything experienced in recent history. Here at Western Oregon University, a team of individuals has been working on preparing the campus for emergency situations such as this impending quake. With a developed plan, practice and the right supplies, WOU will be able to make the best of a potentially dangerous situation and support the many students, faculty and staff on campus.

To prepare on campus for an any emergency situation, the WOU Emergency Planning Team has drafted a list of items that it believes will be essential in coordinating an emergency response during a time where emergency support services will be minimal from state and county agencies. The supply request is attached and includes a quantity and an estimated cost for each item. In total, the team is hoping to secure a commitment around $80,000 over four years. The items on the list range from a storage container renovation to store the purchased supplies and equipment, down to caution tape to rope off unsafe areas.

***Proposal Scope continued***

Our goal is to purchase what items we can from the state's surplus warehouse. Purchasing from surplus would greatly reduce overall cost. Items move in and out of state surplus quickly, so it is imperative that there are dedicated funds to purchase needed items in a timely manner. Our team meets regularly and will be constantly prioritizing and even re-evaluating purchases.

While we understand that resources are difficult to come by these days, we are not making this request lightly. Significant thought was put into developing this list with a focus on how the team could best serve WOU if/when the time comes. We appreciate any support that you are able to offer and it is important to start this process now and begin to prepare our campus.

## V. STRATEGIC ALIGNMENT

Describe the proposal's linkage to the university Strategic Plan.

Institutional Priority V: Promote effective university stewardship of education, environmental, financial, human and technological resources.

Subsection 6.4: Provide resources that improve the safety of faculty, staff and students by development and implementing emergency planning systems.

Western Oregon University made it a point to insert language into the new strategic plan that focuses not only on the students of this campus but the faculty and staff as well. Under Institutional Priority V, WOU highlights that the campus intends to focus on human capital as it is a vital component to the continued success of the institution. The funds for these emergency supplies will go directly towards the purchasing of items that will help protect and heal students, faculty and staff in the event of a disaster. With these supplies, the university will be better prepared to help someone who is injured in an emergency, clean up the campus and return to normal operations as fast as possible, limiting the loss of long-term revenue streams that the campus relies on for continuing its educational mission. Any loss of life is tragic and to the extent that the campus can prepare itself to mitigate the extremes, it will greatly reduce the university's liability and demonstrate to the campus community that WOU stands ready to support them in every way possible.

| VII. **BUDGET** Select all sources that will fund this proposal and complete form A (below) for each source. (Additional copies on pages 6-8.) | | | |
|---|---|---|---|
| Education & General ☑ | Grant ☐ | Self-Support Academic ☐ | Self-Support Non-Academic ☐ |

| **A. Funding Source** | Education & General ☑ | Grant ☐ | | Self-Support Academic ☐ | Self-Support Non-Academic ☐ | |
|---|---|---|---|---|---|---|
| | **One-Time Funding** | | | **Base (3-yr Recurring) Funding** | | |
| **INFLOWS** | FY17 | FY18 | FY19 | FY17 | FY18 | FY19 |
| **SFTE** | | | | | | |
| **Revenue** | | | | | | |
| **OUTFLOWS** | FY17 | FY18 | FY19 | FY17 | FY18 | FY19 |
| **FTE** | | | | | | |
| **Salaries** | | | | | | |
| **Benefits** | | | | | | |
| **Materials & Supplies** | | | | | | 20,000.00 |
| **Travel** | | | | | | |
| **Contracted Services** | | | | | | |
| **Capital** | | | | | | |
| **Other Operations** | | | | | | |
| **TOTAL** | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 20,000.00 |

| VIII. PROPOSAL SIGNATURES | | |
|---|---|---|
| Department Head | Name Rebecca Chiles | Signature |
| Division Head | Name | Signature |
| Vice President | Name | Signature |

| IX. ACTION | | | |
|---|---|---|---|
| **Recommended by UBC** | Yes ☐ | No ☐ | Date |
| Comments: | | | |
| **Recommended by President** | Yes ☐ | No ☐ | Date |
| Comments: | | | |
| **Final Approval** | Yes ☐ | No ☐ | Date |
| Comments: | | | |

| Items | Quantity | Need | Have | Price per unit | Total cost | Supplier | Details |
|---|---|---|---|---|---|---|---|
| Tents (size: 18x12x9) for medical | 2 | 2 | 0 | $800.00 | $1,600.00 | | $800/each |
| Generator for the two tents above | 2 | 2 | 0 | $500.00 | $1,000.00 | | $500/each |
| rolling storage for medical supplies | 2 | 2 | 0 | $500.00 | $1,000.00 | | |
| Medical supplies (swabs, sponges, rolls, tape, etc.) | 1 | 1 | 0 | $2,000.00 | $2,000.00 | | |
| Triage Kit: | 2 | X | | $289.00 | $578.00 | Pro Pac | https://propacusa.com/product/triage-kit/ |
| Nitrile Medical gloves (Blue) 100/bx | 4 | X | | $43.44 | $173.76 | Amazon | Micro Touch NitraFree Gloves 100/bx $10.86 bx |
| N 95 Masks (60/case) | 4 | X | | $24.00 | $96.00 | Amazon | by case 30 $6.00 |
| Megaphones | 5 | X | | $56.00 | $280.00 | Amazon | Pyle-Pro PMP30 Professional Megaphone/Bullhorn with Siren $11.18 ea |
| Radios: Midland GXT1000VP4 | 2 | 13 | 0 | $58.86 | $765.18 | Amazon | This would be 26 radios, comes with chargers, earpieces, rechargable batteries source ($29.43 ea) |
| Hand sanitizer | 1 | 20 | | $7.00 | $140.00 | | Jet |
| Headlamps | 5 | 10 | 0 | $19.99 | $99.95 | Link to Amazon | 5 pack for $19.99 |
| AAA batteries, 36 pk | 5 | 5 | | $6.95 | $34.75 | | |
| Solar charging units | | | | | | | Bill Kernan working on this |
| Water purifiers | 1 | 30 | 0 | $329.95 | $9,898.50 | | |
| Body Bags | 50 | 20 | 0 | $2-20 | $300.00 | bodybagstore.com | They have both adult and child |
| Chainsaw | 1 | 2 | 0 | $369.95 | $739.90 | | 251 Stihl |
| Generators small - med size | 1 | 2 | 0 | $577.25 | $1,154.50 | | Genset $499, adapter to hook two together $78.25 |
| Heavy duty work gloves | 1 | 1 | 0 | $1,000.00 | $1,000.00 | Junior @ Dry box PH: 1-888-897-1433 | ($5150 new, $2750 used, plus $350 for delivery |
| Water bottles? | 1872 | 3 | 0 | $498.00 | $1,494.00 | Sam's Club | Includes shipping! |
| Toothpaste - (24 case) | 6 | 6 | 0 | $10.34 | $62.04 | webrestrauntstore | Colgate Total Toothpast 0.75 oz tube 144 tubes = 0.43 ea. 2nd option are little packets of .15oz in case of 1000 packets for $189.50/case = 0.189 ea (more trash, very small amt.)? |
| Toothbrush (1440 case) | 3 | 3 | 0 | $69.29 | $207.87 | webrestrauntstore | 3 cases = 4,320 toothbrushes = 0.048 ea! |
| Blue twin blade razor (100 bx) =.16 ea | 2 | 2 | 0 | $16.49 | $32.98 | Webrestrauntstore | Option to get case of 500 for $62.39 = .12 ea |
| Moist Towelette (500 case) | 6 | 6 | 0 | $9.44 | $56.64 | Webrestrauntstore | 8X11" Extra large Lemon Scented Moist Towelette/Wet Nap 3000/6 cases = 0.018 ea |
| Deodorant (576 case) | 2 | 2 | 0 | $289.99 | $579.98 | American Hotel Registery | Fresh scent - generic case of 576, .50 ea 2 cases = 1,152 lil deodorants |
| Contact Cases (100 case) | 2 | 2 | 0 | $31.99 | $63.98 | SmileMakers Supplies | plain blue contact case 100 per case, 2 cases = 0.32 ea |
| Contact Solution bottles -- TBA | | | | | | | |
| Sanitary Napkins (45 pack) | 6 | 6 | 0 | $6.88 | $66.80 | Amazon | Stayfree maxi pads super long with wings 45 count per pkg. = 0.15 ea |
| PC Privacy tent (for bucket potties) | 100 | 250 | 0 | $59.99 | $5,999.00 | | |
| Emergency rations (bars, 2400/day calories) | 14000 | | | $3.35 | $46,900.00 | 4000 units x 7 days | |
| Colored Duct tape (mark extra triage areas) - Scotch RED,GREEN,YELLOW,BLACK $6.97ea | 10 | | | $4.49 | $44.90 | Harbor Freight | |
| LAERDAL STIFNECK SELECT ADJUSTABLE CERVICAL COLLAR by Laerdal | 10 | | | $8.93 | $89.30 | Amazon | |
| Pediatric Spur II Bag Reservoir, 1 ea | 1 | 2 | | $17.80 | $35.60 | LINK to Amazon | |
| Airway Kit - Nasopharyngeal Respiration Tubes in 5 Sizes - With Surglube Jelly Packets | 5 | 4 | | $19.90 | $79.60 | LINK to Amazon | |
| ADC Berman Oral airway kit 6 sizes in poly bag | 6 | 4 | | $5.37 | $21.48 | Link to Amazon | |
| Medical Tourniquit | 1 | 20 | | $33.70 | $674.00 | link to Amazon | |
| Caution tape (Harbor Freight) | 1 roll | 5 | 0 | $6.99 | $34.95 | | |
| Emergency blanket (Mylar) | pk 25 | 10 | | $18.21 | $182.10 | | |
| Exteral USB Charging Battery Pack | 1 | 5 | | $19.99 | $99.95 | | |
| Air casts | 1 | 10 | 0 | $23.18 | $231.80 | | |
| Conex storage unit- renovation | 1 | 1 | 0 | $500.00 | $500.00 | | |
| | | | | Total | $78,317.51 | | |
| | | | | Now | #REF! | | |
| | | | | Later | #REF! | | |