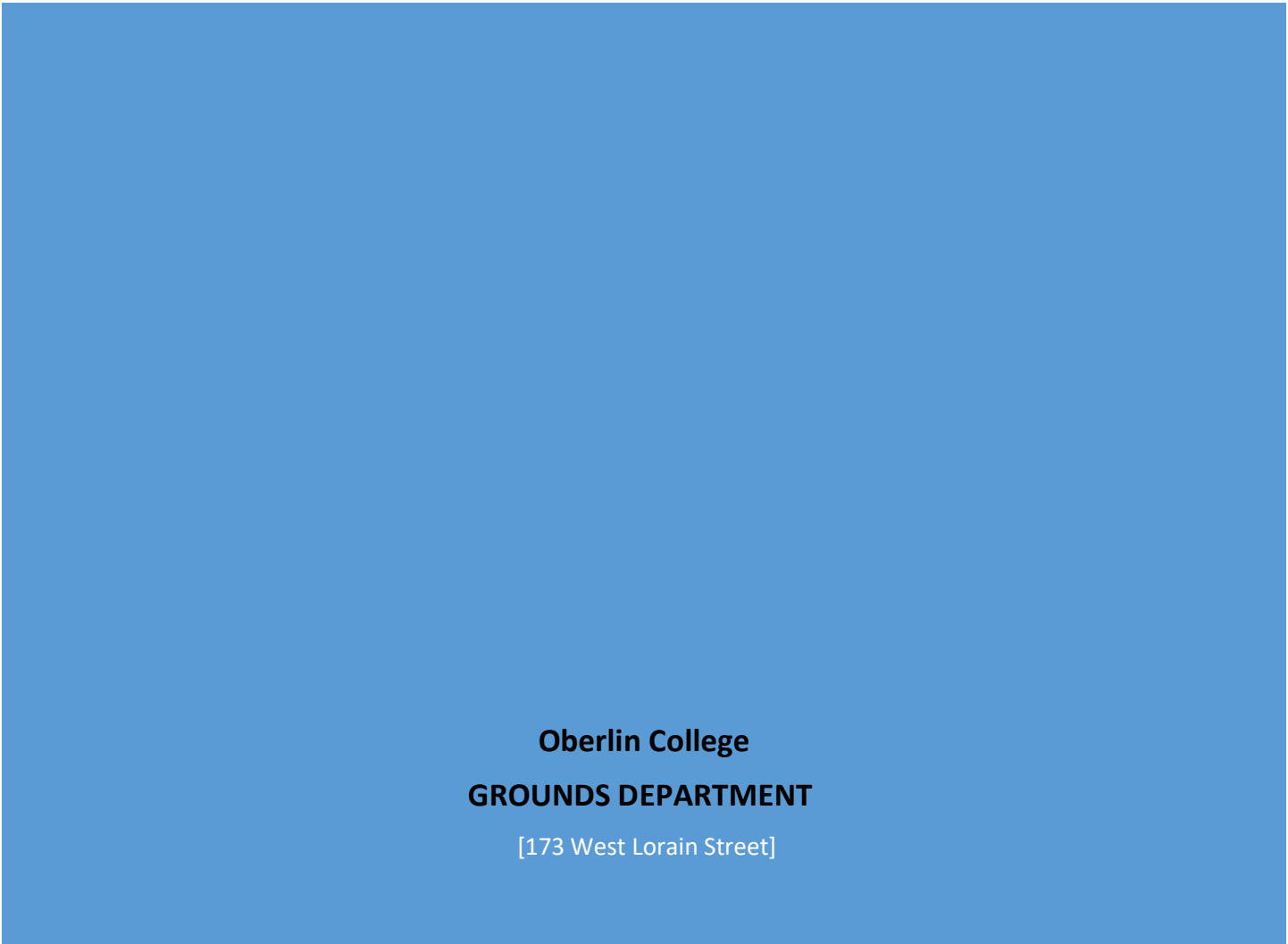




# **SNOW REMOVAL POLICY 2020-2021**

**Oberlin College**  
**GROUNDS DEPARTMENT**  
[173 West Lorain Street]



# Contents

Memorandum .....	3
2020-2021 SNOW REMOVAL PLAN.....	4
I. Responsibilities of Personnel .....	4
A. Chet Arcaba, Director of Facilities Stewardship .....	4
B. Becky Bode, Grounds Services Manager .....	4
C. Grounds Department Personnel .....	7
D. Grounds Department Maintenance and Repair Technician .....	9
E. Custodial Department Supervisors.....	9
F. Custodial Department Staff .....	10
G. Facilities Operations.....	10
H. Office of Campus Safety Department Personnel .....	10
II. Materials/ Equipment .....	12
III. Contracted Services.....	12
IV. Snow Removal Zones .....	13
OBERLIN COLLEGE 2020-2021 WINTER STORM COMMUNICATION LIST.....	15
Appendix A .....	2020-2021 No Overnight Parking December 1st - March 31st Flyer
Appendix B.....	Stevenson Lot Winter Parking
Appendix C.....	Philips Lot Winter Parking
Appendix D .....	Bailey Field Locker Room Building Entry Snow Removal
Appendix E.....	North Campus, Athletic Complex Entry Snow Removal
Appendix F .....	Carnegie Block Entry Snow Removal
Appendix G .....	Center Campus Block Entry Snow Removal
Appendix H .....	Museum Block, Conservatory Entry Snow Removal
Appendix I.....	Talcott Block Entry Snow Removal
Appendix J.....	South Campus Entry Snow Removal
Appendix K.....	Allencroft, Johnson House, Old Barrows Entry Snow Removal
Appendix L .....	North Sidewalk Plow Route
Appendix M .....	Center Sidewalk Plow Route
Appendix N .....	Museum Sidewalk Plow Route
Appendix O .....	South Sidewalk Plow Route

# *Memorandum*

DATE: November 12, 2020

TO: Jim Klaiber, Asst. VP Facilities Operations

FROM: Becky Bode, Grounds Services Manager

SUBJECT: OBERLIN COLLEGE 2020-2021 SNOW REMOVAL PLAN & POLICIES

This memo communicates the Facilities Operations snow removal plan for Oberlin College. Given the current demands for pedestrian access and vehicle parking, a clear and enforceable snow removal plan is essential for safe and efficient operations during winter storms.

Priorities for this plan are established based on institutional and operational needs. Maintaining clearance of the campus roads, parking lots, and loading docks throughout the duration of a winter storm is critical for operational vehicle access.

Walking routes will have the same priority status as roads and parking lots. However, due to the number of different routes, not all will be completed at the same time. Pedestrian access priorities progress from the academic buildings in center campus to the residential areas. Priorities are adjusted according to the academic schedule and the schedule of events.

Routes of physically impaired staff and students are monitored and cleared during extended periods of snow.

## 2020-2021 SNOW REMOVAL PLAN

### *I. Responsibilities of Personnel*

This document identifies the responsibilities of the staff involved in snow removal. Coordination of responsibilities ensures optimal coverage, flexibility, and effectiveness of snow removal activities. The following outline describes the roles of the Oberlin College staff directly involved in winter storm response.

#### **A. Chet Arcaba, Director of Facilities Stewardship, Jim Klaiber, Assistant Vice President, Facilities Operations**

1. Functions as snow removal operations leader in the absence of grounds manager during winter storms.
2. Participates in the development of the snow removal plan and the establishment of priorities.
3. Can inspect campus at intervals during winter storms.
4. Communicates conditions to administration and participates in decisions regarding opening or closing the campus.
5. Approves use of overtime and contracted services.
6. Coordinates with the Grounds Services Manager to implement the No Overnight Parking December 1st - March 31st (See appendix A).

#### **B. Becky Bode, Grounds Services Manager**

1. Updates campus snow removal plan on a yearly basis. Works with Fac Ops Administrative Assistants to update No Overnight Parking December 1st - March 31st flier on the web.
2. Maintains weather surveillance with coordinated help of Office of Campus Safety and other campus managers.
3. Communicates weather forecasts and operational conditions to Director of Facilities Stewardship.
4. Maintains daily storm report.
5. Ensures that inventories of equipment, tools, and materials are updated.
6. Directs training of personnel in equipment operation and other storm-related activities.
7. Reviews Snow Removal Plan with Department of Office of Campus Safety (DSS). Security to contact Facilities Operations as per "Office of Campus Safety Responsibilities".
8. Schedules and supervises snow removal operations. Schedules staff to remove snow as it falls. When practical, parking lot plowing and deicing as well as snow pile repositioning are to

be scheduled between the hours of 3:00 a.m. and 6:00 a.m. to avoid vehicle and pedestrian traffic.

9. Reviews plans for new construction. Recommends clearance space of 7' for snow plows between vertical elements attached to sidewalks. Recommends a 7' minimum width for ADA curb ramps. Recommends minimum sidewalk width 6'.
10. **Initiates preventative maintenance work order November 25th to activate ice melt systems in the following features:**
  - Bibbins Hall – north plaza (steam)
  - Rice Hall – south steps (steam)
  - King Hall – east steps and ramp (steam)
  - King Hall – west steps (steam)
  - Burton Hall – south ADA ramp (steam)
  - Saunders – north ADA ramp (steam)
  - Asia – south ADA ramp (steam)
  - Wilder Hall – south steps (steam)
  - Wilder Hall – nw, ne ramps
  - Mudd Center – east ramp
11. Reviews Custodial Department snow removal responsibilities with Custodial Manager, Custodial Supervisors and Scioto.
12. Contacts Custodial Manager on Call when Custodians are needed on weekends. Contacts Logistics & Mobile Technologies Manager when Service Transportation Staff are needed for snow removal.
13. Supervises custodians, Service Transportation, and Maintenance techs called in on weekends for snow removal.
14. Maintains fire hydrant location diagram.
15. **Directs Facilities Operations to make radio announcements 18 hours before No Overnight Parking December 1st - March 31st is implemented or is likely over the weekend. Announcement directs trades and recyclers to park vehicles in the Mudd lot during overnight hours. Suggested announcement text - *“Due to the expected overnight snowfall parking in the Service Building West Parking Lot has been temporarily directed to the west row of the Mudd Lot. If you normally leave a vehicle in the Service Building West Parking Lot between midnight and 6am you need to park in the Mudd Lot tonight.”***
16. Coordinates parking before winter shutdown to improve plowing efficiency. Vehicles that receive limited use are to be parked in the western most row of the Mudd Lot. Directs Theater and Dance staff to park van no. 22 in the S W corner of the Willard Court lot.
17. Coordinates with food service to have CDS vehicles parked in the 5 reserved spaces in the third row of Stevenson lot as part of the No Overnight Parking December 1st - March 31st. Includes the Stevenson SEPP Diagram in the Snow Plan. See Stevenson Lot Winter Parking Diagram Appendix B

18. Directs Jessica Bayer-Crissman, Director - Conference Services, Residential Ed & Dining Svcs to tell OSCA staff to park in the two reserved spaces in the North West corner of Stevenson lot overnight. Scott Stanfield to park the Residential Life pickup in the same reserved section. See Stevenson Lot Winter Parking Diagram Appendix B.
19. Sends No Overnight Parking December 1st - March 31st to Res. Ed by the earliest time allowable.
20. Purchases 12 pallets of 25 lb. bag salt (100 bags per pallet). Pallets to be stored in the Service Building by November 14. Work Order requests for salt to be submitted by the students/occupants of the residence. Stock Room Manager informs Grounds Manager when more supply is needed.
21. Contacts Res Ed on Village Housing snow issues.
- 22. Coordinates snow removal with Burrell King House programming schedule. Gets schedule from Community Music School and forwards schedule to the contractor responsible for snow removal.**
23. Directs Pool Maintenance Technician and Athletic Department staff to park overnight vehicles in the South West corner of Philips lot.
24. Reminds Director of Office of Campus Safety to send an explanation message to the campus community 5 days before the first storm of the season.
25. Evaluate setting up a utility vehicle with plow, shovel, salt and salt spreader. Use 200lb insert hitch spreader. Set up for use the day before weekend storms.
26. Implements the SEPP during weekdays before 11:30am after discussing the forecast with the Director of Facilities Stewardship and the Assist Director Office of Campus Safety.
- 27. Calls out staff in the following progression for plowing:**
  - Grounds Department
  - Maintenance Techs via the Facilities MOC
  - Service Trans via the Logistics and Mobile Technologies Manager
    - Service Pool
    - Head Trucker
    - Mail
    - Stock Room
    - Mechanics
  - Trades Apprentice
    - Mark Robinson

**Calls out staff in the following progression for shoveling snow and ice:**

- Grounds Department
- Custodial Department via the Custodial Manager on Call
- Transportation via the Logistics and Mobile Technologies Manager
  - Service Pool
  - Head Trucker
  - Mail
  - Stock Room

- **Mechanics**
  - **Maintenance Techs via the Facilities MOC**

28. **Remove recycling dumpster from Firelands lot December 20<sup>th</sup> – March 15<sup>th</sup>. Move Hales dumpster to NW corner.**

29. Call in 4-6 custodians to shovel the Grounds shovel route when clearing severe winter storms.

30. Call Larry Philips, Mercy Allen Hospital, to coordinate hospital staff parking in west row of Hales lot.

**C. Grounds Department Personnel**

1. Perform snow removal activities at assigned areas, as directed by Grounds Services Manager.
2. Grounds Staff to unload 10 pallets of ice melt with fork lift from semi-truck from vendor by Dec. 5. Pallets are stacked 2 high in east field storage building.
3. Grounds staff to stake path to solar gate and other curvilinear driveways by November 15.
4. Advise Grounds Services Manager of unsafe or potentially hazardous conditions encountered during snow removal operations.
5. Operate assigned equipment in a safe and efficient manner.
6. Refuel equipment at the end of each work session.
5. Perform preventative maintenance inspections on assigned equipment. Tell Grounds Manager or complete work request when equipment needs service.
6. Ensure that assigned roadways, parking lots, sidewalks and steps are free of snow, slush and ice. Sidewalk openings are widened to allow for the placement of future snow if cold temperatures are forecast for several days.
7. Reposition snow piles at the following areas after winter storms:

President's House	Hotel at Oberlin East Lot	Stevenson Lot
Science Center Fire Lane	Talcott Lot	Bosworth Lot
Orchard Kindergarten	Woodland Lot	Robertson Lot
Kettering Lot	Tappan Square corners	Service Building Lots
Lewis House Studio	Harvey Lot	Mudd Lot

8. Wear appropriate clothing for winter weather conditions and utilize safety equipment provided.
9. Apply deicing and traction materials as follows-
  - Clearlane treated salt - Parking lots by truck spreader, sidewalks by tractor spreaders
  - Rock salt deicer - sidewalks by hand

10. Prune trees to promote clear passage of snow removal equipment.
11. Clear snow 5' away from fire hydrants and fire standpipes.
12. Clear exterior drains of ice and debris during thaw.
13. Clear Asia House north – Pyle Inn entry sidewalk for trash dollies from co-op kitchen.
14. Clear snow for 2-yd wheeled dumpsters at Allen Art Museum Lot, Rice Lot, Science Center, Knowlton Athletic Complex and Harkness Lot.
15. Place deicer containers with lid and scoop at the following sites-
  - Johnson House steps
  - Allen Memorial Art Museum south rear entry
  - Allen Memorial Art Museum Venturi Wing entry sidewalk
  - Harkness
  - Baldwin
16. Sidewalk plow route west of Lewis Center:
  - Clear sidewalk of ESC Annex, 140 Elm, 150 Elm
  - Cross street at driveway West of 150 Elm
  - Clear sidewalk in front of vacant lot via the driveway apron with no driveway
  - Clear sidewalk to South Hall
17. During truck plowing of the Science Center loading dock pile snow so that the fire lane on the northwest side of the building is clear. Clear path North of Science Center for emergency vehicles at end of snow events.
18. Clear the “approaches” (sidewalk to city street sloped paving) after shovel route is complete. The quantities of approaches per zone as follows:
  - North Zone (47)
  - Athletic Zone (12)
  - Arts Zone (21)
  - South Zone (24)
  - Center Zone (20)
  - Tappan Square (16)

Total approaches – 140.
19. Deice with 2-yd spreader truck at Hales northwest entry by backing between dumpster and building.
20. Clear Hall Auditorium north emergency exits before performances.
21. Clear sidewalks on north side of E. College St. from 64 E College to Tank Hall; proceed to Firestone building via Park Street.
22. When plowing Tank Hall lot push snow past entry sidewalks to 120, 108 E. Lorain.



23. Direct Res Ed/OSCA to park bikes in rack at Tank Hall.
24. Plow drive to solar array on second priority status.
25. Center campus sidewalk route opens Wilder, Cox, Rice, Dascomb, Mudd, Svc Bld before opening Cedar St and Professional Services Building.
26. Install barricades to close the terrace entry at KAC, Kohl west stairs.
27. Clear the Firelands Building lot with the backhoe.
28. Remove snow and apply deicer to entries equipped with ice melt systems if they are not adjusted correctly. Inform manager that the system needs service.
29. Install snow stakes: Wilder Plaza beds, Solar Array Drive, President's House.

**D. Vehicle Maintenance and Repair Technicians**

1. Perform snow removal changeovers on appropriate equipment by Thanksgiving Holiday.
2. Wash and oil spreaders after 8 hours of use.
3. Equip plow and salt spreader trucks with flashlight, fire extinguisher, windshield brush/ice scraper.
4. Clean equipment weekly/ between storms.
5. Perform snow removal tasks as directed.

**E. Custodial Department Supervisors**

1. Direct Service Pool to deliver 25lb bags of deicer from stockroom to buildings by November 15.
2. Provide shovels for custodial staff.
3. Schedule and supervise snow removal at assigned areas during regular shifts. Make periodic inspections of assigned areas. Direct Custodians to connect entry shovel path to cleared path from sidewalk tractor.
4. Advise Grounds Manager, Facilities Operations and/or campus security of unsafe or potentially hazardous conditions encountered during snow removal operations.
5. Maintain radio communication with the Facilities Operations, Grounds Department, Security, and other Facilities Services snow removal equipment in operation.
6. Provides list to the Grounds Manager of Custodians assigned to work weekends. Directs Custodians to prioritize snow removal at the buildings they are working at during winter storms.

**F. Custodial Department Staff**

1. Clear snow, ice and slush from assigned building entry plazas, sidewalks, and steps. Remove snow and ice entries as the first priority when snow or ice is on pedestrian areas. Pedestrian areas include walkways, entries, and stairs.
2. Advise Custodial Supervisors of any unsafe or potentially hazardous conditions encountered during snow removal operations.
3. Clear Hall Auditorium south emergency exits as directed.
4. Clear paths from assigned entries to point where mechanized snow equipment clear the pavement.
5. Report to Grounds Shop for weekend callouts. Get directions from Grounds Manager.
6. Custodians assigned to cover weekend events in buildings will prioritize snow removal at the entries of those buildings.
7. Custodians shoveling on weekends shovel all shovel sites at each building/area.

**G. Facilities Operations**

1. Function as snow emergency control center during severe winter storm conditions.
2. Assist Manager of Grounds and Custodial Supervisors by telephoning snow removal personnel and/or others involved in snow removal operations.
3. Announce No Overnight Parking December 1st - March 31st implementation on radio. (See Section B No. 27.)
4. Monitor weather conditions throughout the storm. Contact staff with new information.
5. Maintain radio communications with Grounds Department, Custodial Department, and DSS personnel.

**H. Office of Campus Safety Department Personnel**

The Assistant Director Office of Campus Safety and the Grounds Manager confirm the implementation of the No Overnight Parking December 1st - March 31st before 11:30am. The Assistant Director Office of Campus Safety posts a SEPP announcement bulletin on Oberlin College Online and sends a community wide e-mail announcement.

1. When snow or ice begins to accumulate on pavement, contact the Grounds Manager (Becky Bode) via cell phone (440) 320-7190.

2. If the Grounds Manager cannot be reached, contact the MOC to report conditions and inform the MOC the Grounds Manager cannot be reached.
3. During the daytime and/or when grounds personnel are on duty, contact the Grounds Manager to report ongoing snow-related safety concerns or snow-related slips / falls.
4. If it appears that snow accumulation is heavy enough to interfere with towing vehicles, notify Grounds Manager.

Grounds personnel are scheduled for 3:00 a.m. snow removal. Parking is restricted from areas designated "No Overnight Parking December 1<sup>st</sup> – March 31<sup>st</sup>" (see map in parking brochure.) Office of Campus Safety should assist in the following manner:

1. Grounds Manager should have already alerted Fac Ops to move their trades, recycle, etc. vehicles from Service Lots prohibited parking areas to Mudd. (Note: Heating plant staff parking spaces are not a prohibited area).
2. Office of Campus Security Staff is to remove/replace departmental/personal vehicles as Service Building East Service lot is plowed.

**To initiate needed enforcement / towing:**

1. Parking citations to vehicles in "No Overnight Parking December 1st – March 31st Areas".
  - a. Under "Parking Violation, To wit;" print "Snow Ban \$65.00"
  - b. Check "Vehicle towed" under "Enforcement Actions"
  - c. Complete tow sheet listing condition/damage for each vehicle towed
2. Office of Campus Safety is to call D&A Towing 440-988-8679 (cell 440-897-4367). D&A Towing to remove ticketed vehicles from Snow Emergency No Parking areas in the following order:

*Kettering, Woodland South, Bosworth, Stevenson, Service Building West and South, Robertson, Rice, Finney, Wilder, Grey Gables, Mudd, Lord Kitchen, Philips.*

3. Towing contractor is to turn all tickets invoices into the supervisor, or if supervisor is not available the communication officer, to hold for inquiries and payment of fees. They must be attached to tow sheet and not just placed in tray.
4. College vehicles in prohibited areas of Service lot are to be towed to the west row of Mudd. No ticketing necessary, but should be listed on tow inventory sheet. Tow Driver is to tow non-college vehicles to Professional Services Building Lot, and bring inventory sheet of vehicles towed to Office of Campus Safety.

**Communications officer:**

1. Log all radio communications regarding enforcement.

2. Collect fine/ make receipts for tow before releasing vehicle location to owner/operator
3. Check with supervisor on duty if questions or concerns arise. Communications officer should notify supervisor on duty of payment/pick up of towed vehicles.

**Office of Campus Safety Administrative Assistant:**

Deposit related fines collected or billed to Fac Ops account covering No Overnight Parking December 1<sup>st</sup> – March 31<sup>st</sup>. *Director sends a preliminary explanation of the SEPP to the community at the earliest allowable time.*

**II. Materials/ Equipment**

In order to be prepared for the first winter storms and to minimize difficulties involved with obtaining materials late in the season, the following supplies and tools are to be on hand in early October-

Qty.	Size	Material
250	Ton	Clearlane
20	Bags	Calcium Chloride
11	Pallet	Knox Deicer 50 lb. bags
4	Pallet	Deicer 20 lb. bags
1	Each	Plow Hydraulic Pump
6	Each	Plow Wear Plates
35	Each	Shovel
10	Each	Ice Chipping Shovel

The following standing accounts are to be in place for replenishment of supplies-

Material	Dealer	Phone Number	Contact
Clearlane Deicer	Abraxus Salt	866-666-7258	Frank, Mark
Deicer	Rock Salt	574-772-6257	Supers, Watson's
Plow Parts	NAPA	440-988-4497	
Shovels	Watson Hardware	440-775-1731	Watson's

**III. Contracted Services**

Uncontrollable events such as unexpected heavy snowfall, prolonged snow events, or equipment breakdowns can create conditions that outstrip the capabilities of the institution's staff and equipment. Excessive build-up of snow

may bring about the need for large equipment for the removal of snow from critical areas. In these instances the hiring of a contractor for specialized emergency services is essential to maintain public safety.

A agreement has been established with Turnbull Excavating for emergency snow removal services. This understanding establishes that once their primary customers receive appropriate services, Oberlin College will be their next highest priority account. Standing orders with Supers Landscape and Turnbull Excavating provide additional access to snow removal resources.

Contractor	Phone Number	Contact
Supers Landscape	440-775-0027	Greg Supers, Sr.
Turnbull Excavating	440-775-2020	Claude Turnbull

**IV. Snow Removal Zones**

In order to provide a safe and reasonable work environment during snow removal operations, the campus is separated into strategic zones to allow for complete coverage during winter storms. Zones are assigned to Grounds Department personnel and Custodial Department personnel. Zone assignments are essential to the snow removal plan. The clear organization of work duties establishes a timely, coordinated response to the emergency. In the event of worker illness or injury during operations, a substitute worker is to be assigned a defined role in the team effort.

PARKING LOT PLOW ROUTES				
Route 1	Route 2	Route 3	Route 4	Type
Bosworth	Philips South Row	Sci Ctr / Kettering	South Hall W	Staff – Priority 1
Stevenson	Creative Writing	Woodland South	AJLC W Entry	"
Museum	Service Building	Wilder	Robertson	"
Tank	Mudd	Finney	Lord Loading Dock	"
	Prof Svcs Bldg	Rice	Talcott	"
	Grey Gables	Hales		"
	AJLC	Health & Wellness		"
	Woodland North	Museum	Price	Residential
	Phillips	Firelands	Allencroft	"
	Union Street		Harvey	"
	Solar Field Drive		Fairchild	"
			Johnson House	"
			Old Barrows	"

SIDEWALK PLOW ROUTES			
North Sidewalks	South Sidewalks	Center Sidewalks	Museum Block Sidewalks
3540	1445	1445, 1100, 4760	1575

**OBERLIN COLLEGE GROUNDS SHOVEL ROUTES**

<b>Staff</b>	<b>Site – Priority 1</b>	<b>Site – Priority 2</b>
	Admission Lot, SW corner 1	Carnegie, east entry
	Bosworth Hall 9	Fairchild Chapel, east entry
	Keep Cottage 2	Sci Ctr dumpsters 1
<b>Dan Soboslai</b>		
	Conservatory of Music 8	Bibbins SE entry
	Lewis House 68 S. Professor front entry 1	Harvey East entry Z8
	76, 78 S. Prof Front entry trash rmv path 1	Harvey East entry HH
	Fairchild S CoOp entry 1	Fairchild Lot to Fairchild W CoOp entry
		Carriage House E entry
<b>Amanda Bazorik</b>		
	Harkness Hall 4 entries, 2 yd dumpsters	Harkness ADA Ramp, entry
	Old Barrows Hall 2	Blue House, E Lorain 2
	President’s House	Talcott ADA ramp
	Baldwin NW CoOp loading ramp	Lord West entry
	AJ Lewis Center, annex 5	Lord North entry
	Language Complex 6	
	Lord Saunders Hall East plaza 3	
<b>Mark Bement</b>		
	Wilder Hall, Ice buildup below south steps 1	Transportations garages doors
	Mudd Center ramp 1	Rice W lower entry
	Professional Svcs Bldg 4	Mudd East Plaza smoking area
	Finney front plaza 3	Rice lot 2 yd dumpsters
<b>Scott Zubricky</b>		
	Hall Aud entry north side of Little Theater 1	Hall Aud north emergency entries (2)
	Hall w/ steps at blvd sidewalk	AMAM 2 yd dumpsters
	AMAM w steps at blvd sidewalk	
<b>Kevin Gutierrez</b>		
	Tank Hall 4	Firestone Studio
	Firelands bld 3	Hales Pool entries (2)
	Heisman Field House loading dock 1	Tank East ramp
<b>Jake Baker</b>	Union St residences 18	Phillips S ramp

## OBERLIN COLLEGE 2020-2021 WINTER STORM COMMUNICATION LIST

### GROUNDS

Name	Phone	Position	Radio
Becky Bode	440-320-7190	Grounds Services Mgr.	16
Mark Bement	440-935-6913	Grounds Specialist	55 M
Dan Soboslai	440-657-4663	Grounds Worker	55 C
Amanda Bizorik	440-371-8542	Grounds Worker II	55 B
David Kelley	440-522-7342	Mechanic	23
Chris Nemeth	440-228-6006	Mechanic	22
Kevin Gutierrez	440-371-4870	Grounds Specialist	55 X
Scott Zubricky	216-310-3224	Grounds Specialist	55 A
Jake Baker	440-371-7667	Grounds Specialist	55 J
Eric Torres	440-752-7204	Grounds Worker II	55 T

### CUSTODIAL DEPARTMENT

Name	Phone	Cell	Position	Radio
Lisa Anadiotis	440-775-5660	440-452-4269	Custodial Manager	15L
Victor Justik	440-775-5643	440-935-6791	Custodial Supervisor	15J
Dawn Maple		440-213-1315	Custodial Supervisor	15D

**Custodial Manager on call pager – 440-351-0330**

### FACILITIES OPERATIONS

Name	Phone (Office)	Cell	Position	Radio
Jim Klaiber	440-775-8445	440-506-0512	Vice President Fac Ops	205
Chet Arcaba	440-775-8445	440-935-2592	Director, Facilities Stewardship	200
Office of Campus Safety	440-775-8444			

Vaughn Towing      8941 Leavitt Rd      440-986-5125