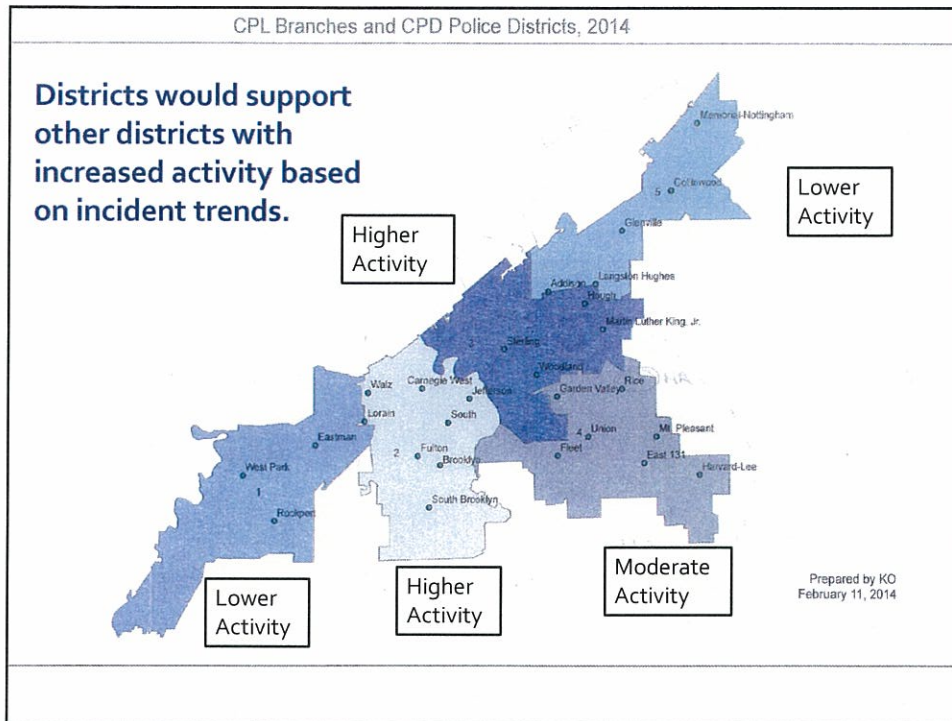


BRANCH PATROL STAFFING PROPOSAL

Safety & Protective Services
Cleveland Public Library
Board of Library Trustees Presentation
Executive Session
June 2014

Proposal Outcomes

- Establish Safety & Emergency Training program utilizing Branch Patrol Units
- Enhance branch patrol mirroring CPD Districts
 - Increase relationships with CPD
- Increase SPS Presence in Branches
- Levelize SPS staffing throughout CPL
 - Levelized staffing places the same number of staffing over the workweek with no day in particular having a significant decreased level of staffing when compared to the other days.



Major Changes

- Move after hours SPS Staffing to days
 - No Officers Downtown:
 - M-S from 6:15 PM to 7:00 AM
 - Sundays and Holidays no staffing
 - Would be augmented with increased remote monitoring and alarm systems.
 - No Officers Lake Shore
 - M-S After 7:15 PM 7:00 AM
 - Sundays and Holidays no staffing
 - Would be augmented with increased remote monitoring and alarm systems

Major Changes (continued)

- Increase staffing by two full-time and 9 part time Officers
- Results
 - Provide Safety & Emergency training to staff
 - Increase Branch Patrol Staffing while maintaining current staffing during day Downtown
 - Increase from 1 branch patrol to 5 branch patrol units per day Monday through Saturday

Training Program Design

- Branch Patrol would deliver training regularly to Library employees.
- SPS would be part of new hire on-boarding process
- SPS would provide Semi-annual training at individual facilities
- Drills would be conducted that would provide training on response to various emergencies
- Training would be conducted at the specific branch to be as beneficial as possible to the branch staff

Occupational Safety Training

- Slips, trips, falls
- Flammable Combustible Liquids
- Hazard Communication
- Fire Prevention Plans
- Safety Notifications
- Respiratory Protection
- Medical Services and First Aid
- Electrical Safety
- Vehicle Driving
- Bloodborne Pathogens
- Fire extinguisher operation

Emergency Procedures Training

- Medical incidents
- Bomb threat
- Fire/Explosion
- Emergency Evacuation
- Workplace Violence
- Disorderly Patron
- Facility Lockdown
- Emergency Notification
- Severe Weather
- Nuclear emergency
- Flood
- Power Failure
- Service Interruption
- Emergency Equipment
- Branch Specific Attributes

Advantages

- Establish Safety Training Resources
- Perform safety inspections
- Establish Relationships with Cleveland Police
 - Districts would mirror CPD Districts
 - Work closely with CPD District Commanders
 - Increased safety presence in branches
 - Would facilitate consistent emergency response capability

Advantages (continued)

- SPS would augment G4S Staff at highest activity branches with SPS Staff
 - Pilot programs have shown that fewer SPS staff has more effective results than more G4S staff
 - More consistent customer services experience at branches
 - Gives SPS increased flexibility to adjust to CPL needs.

BRANCH PATROL STAFFING PROPOSAL

Safety & Protective Services
Cleveland Public Library
Board of Library Trustees Presentation
Executive Session
June 2014