

# TEXAS A&M UNIVERSITY HEALTH SCIENCE CENTER, KINGSVILLE

## 2016 Annual Fire Safety Report on Student Housing



### Higher Education Campus Fire Safety Standards and Measures

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This Annual Fire Safety Report is available on the Texas A&M University Risk and Compliance website at:  
<http://urc.tamu.edu/media/1197453/KingsvilleAnnualFireReport.pdf>

Annual Fire Safety Reports for other Texas A&M University locations are available on the Texas A&M University Risk and Compliance website, <http://urc.tamu.edu/clery-act/clery-annual-reports/>. Applicable locations are as follows:  
Texas A&M University at College Station <http://urc.tamu.edu/media/1157614/CSAnnualFireReport.pdf>  
Texas A&M University at Galveston <http://urc.tamu.edu/media/1157611/GalvestonAnnualFireReport.pdf>

Annual Security Reports for Texas A&M University locations are available on the Texas A&M University Risk and Compliance website, <http://urc.tamu.edu/clery-act/clery-annual-reports/>. Applicable locations are as follows:  
Texas A&M University at College Station <http://urc.tamu.edu/media/1157075/CSAnnualSecurityReport.pdf>  
Texas A&M University at Galveston <http://urc.tamu.edu/media/1157087/GalvestonAnnualSecurityReport.pdf>  
Texas A&M University at Qatar <http://urc.tamu.edu/media/1157081/QatarAnnualSecurityReport.pdf>  
Texas A&M University Mays Business School at CityCentre  
<http://urc.tamu.edu/media/1157078/MaysAnnualSecurityReport.pdf>  
Texas A&M University School of Law <http://urc.tamu.edu/media/1157084/LawAnnualSecurityReport.pdf>  
Texas A&M University Health Science Center locations <http://urc.tamu.edu/clery-act/clery-annual-reports/>

Reports contain numerous links to websites. Email [vpfa-urc-compliance-officer@exchange.tamu.edu](mailto:vpfa-urc-compliance-officer@exchange.tamu.edu) for assistance if any link does not function.

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# Texas A&M University Health Science Center, Kingsville

## **Telephone Numbers and General Contact Information**

University Housing and Residence Life  
Texas A&M University Kingsville  
Lucio Hall, Room 119  
Kingsville, TX 78363-8202  
(361) 593-3419  
<http://www.tamuk.edu/housing/>

Office of Environmental Health & Safety  
Texas A&M University Kingsville  
College Hall, Room 210  
Kingsville, TX 78363  
(361) 593-2646 or (361) 593-4131  
<http://www.tamuk.edu/finance/risk/ehs/>

University Police Department  
Texas A&M University Kingsville  
Seale Hall  
700 University Blvd.  
Kingsville, TX 78363-8202  
(36) 593-2611  
<http://www.tamuk.edu/finance/upd/>

## **Policy for preparing the Annual Housing Fire Safety Report**

The Texas A&M University Health Science Center (TAMHSC) Kingsville shares a campus and its facilities, including on-campus student housing, with Texas A&M University Kingsville (TAMUK). In accordance with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act (Clery Act), if your institution shares on-campus housing facilities with another Title IV institution, both institutions are considered to be in control of the facilities and must report on those facilities to comply with Clery Act requirements. These Clery Act requirements include keeping a fire log, publishing an annual fire safety report containing fire safety information and fire statistics, and submitting fire statistics to the Department of Education. Disclosure of missing student procedures that pertain to students residing in the on-campus housing facilities is also required and can be found in the TAMHSC Kingsville Annual Security Report at the following website:  
<http://urc.tamu.edu/media/1157099/HSCKingsvilleAnnualSecurityReport.pdf>.

The TAMHSC Security Department compiles the TAMHSC Kingsville Annual Housing Fire Safety Report with information and input from various sources such as Texas A&M Kingsville Police Department (TAMUK PD) and the TAMUK Office of Environmental Health and Safety.

The Annual Housing Fire Safety Report is to be published every year by October 1st and will contain three years of selected fire statistics in accordance with the Higher Education Opportunity Act

(HEOA). This, the 2016 report, contains the statistics for calendar years 2013 through 2015. The 2016 TAMHSC Kingsville Annual Fire Safety Report on Student Housing was prepared and updated in this report to reflect a shared campus, including required statistics for calendar years 2015, 2014, and 2013.

## **Annual Fire Safety Report and Related Information**

The Annual Housing Fire Safety Report is required by the HEOA for any Title IV institution that maintains an on-campus student housing facility. Per HEOA, an institution that maintains an on-campus student housing facility must collect fire statistics, publish an Annual Fire Safety Report, and keep a fire log.

The Clery Act was amended by HEOA in 2008, requiring future reports to begin including campus housing fire safety statistics. The information contained in this document relates to fire safety for on-campus student residential housing only. The Annual Security Report for TAMHSC Kingsville and Annual Security Reports for other TAMHSC campuses can be found on the following website at <http://urc.tamu.edu/clery-act/clery-annual-reports/>. A copy may be requested in person at the TAMHSC Kingsville front desk (Room 103, 1010 West Ave. B, Kingsville, TX), by calling (361) 221-0604, or by emailing [security@tamhsc.edu](mailto:security@tamhsc.edu).

## **Notifications**

Each year, an e-mail notification is sent to all current students, faculty, and staff providing the web site to access this report. Upon request, students, prospective students, parents and employees may obtain a written paper copy of the report from TAMHSC Kingsville front desk (Room 103, 1010 West Ave. B, Kingsville, TX), by calling (361) 221-0604, by emailing [security@tamhsc.edu](mailto:security@tamhsc.edu), or on the web: <http://urc.tamu.edu/media/1197453/KingsvilleAnnualFireReport.pdf>.

Prospective employees are notified of the availability of the Annual Fire Safety Report through an email distributed when applying for a vacant position. Website access to the Annual Fire Safety Report is provided by Human Resources through a link under the “Safety and Security Notices” heading on the Required Employee Notices & Important Reminders webpage at the following url. (<http://employees.tamu.edu/employees/required-notices/>)

Prospective students are notified of the availability of the Annual Fire Safety Report through an email distributed when applying for admission. Website access to the Annual Security Report is provided by the Office of Admissions through a link titled “Campus Safety” located at the bottom of the Admissions webpage (<http://admissions.tamu.edu/>). Prospective students and parents of students can also read about and reference Clery Act information on the Future Students webpage (<http://www.tamhsc.edu/prospective/>) via a link titled “Security and Safety”.

The TAMUK fire log is available for inspection at TAMUK PD, with information regarding the most recent 60-day period that is open to public inspection, upon request, during normal business hours at Seale Hall, 700 University Blvd., Kingsville, TX 78363-8202. Portions of the log older than 60 days can be requested from TAMUK PD and will be available within 2 business days of the request for public inspection. A request can be made by phone at 361-593-2611, or a written request may be sent to TAMUK PD, Seale Hall, 700 University Blvd., Kingsville, TX 78363-8202.

## **Reporting Fires**

Per federal law, Texas A&M University is required to annually disclose statistical data on all fires that occur in on-campus housing facilities. TAMHSC Kingsville students, employees, and others reporting a fire on campus should call the TAMUK PD (361-593-2611) or 911.

Below are the non-emergency phone numbers to call to report fires that have already been extinguished. These phone numbers are for fires which you are unsure of whether the TAMUK PD is aware. If you find evidence of such a fire or if you hear about such a fire, please contact one of the following:

TAMUK PD (361) 593-2611

Office of Risk Management (361) 593-2237

Office of Environmental Health and Safety (361) 593-4131

Executive Director of University Housing and Residential Life (361) 593-2139

TAMUK Fire Marshall (361) 593-3183

If the fire event concerned a campus residential unit students, employees, or others may also activate a fire alarm pull station, located throughout the residential halls, to begin immediate evacuation of the building and notify TAMUK PD of the fire.

When calling, please provide as much information as possible about the location, date, time, and cause of the fire. For more fire safety information call the Environmental Health & Safety Office at (361) 593-2646 or visit [http://ppo.tamuk.edu/ehs/Fire\\_Brochure/Page\\_1.htm](http://ppo.tamuk.edu/ehs/Fire_Brochure/Page_1.htm).

## **Fire Safety Education and Training Programs**

Faculty, staff and students should be aware of the location of fire safety equipment and building evacuation routes. For on-campus residents, fire evacuation plans and instruction are posted in-hall (posted in each residential unit) and copies may be obtained through University Housing and Residence Life.

Resident Advisors have fire safety training each year. Fire safety information is discussed at the first floor meeting of the semester and each wing elects a Fire Marshall to assist the Resident Advisors during drills and evacuations.

The university has also designated Building Emergency Managers (BEMs) to assist with emergencies including building evacuations in their respective areas. The BEMs receive annual emergency response training through the Office of Environmental Health & Safety.

Fire drills are also conducted each semester to ensure students understand emergency building evacuation procedures. Students must evacuate the building whenever an alarm sounds. Students who ignore evacuation instruction may be subject to conduct proceedings. Fire drills are also conducted each semester to ensure students understand emergency building evacuation procedures. Students must evacuate the building whenever an alarm sounds. Students who ignore evacuation instruction may be subject to conduct proceedings. The University Housing and Residence Life Department schedules 4 or more fire drills for each housing unit, per academic year, typically 2 each semester (1 announced & 1 unannounced).

Tampering with emergency equipment such as fire extinguishers, fire alarms, or emergency exit signs is prohibited by state law and the University Code of Conduct.

## **Residence Hall Fire Safety Policies**

There are a number of policies which address matters of health and safety in on-campus housing facilities.

### **Appliances and Equipment**

Appliances allowed in residence halls, provided they are in good condition and are UL approved, include coffee pots, hair dryers, stereos, televisions, radios, computers, small refrigerator (maximum of 2 cubic feet), and microwares (only in the kitchenette area of Lucio but not in the student's room).

For health and safety reasons, the following items are prohibited in residence halls: microwave/toaster ovens (except in the kitchenette areas of Lucio Hall), hot pots, air conditioning units, space heaters, hot plates, extension cords, propane stoves, hamburger cookers, steno stoves, candles, incense, oven broilers, open flame, electrical stoves/grills, hot oil popcorn poppers, and halogen lamps.

### **Candles/Incense/Wax Warmers/Open Flames**

The possession or burning of candles, incense, and other highly flammable items is prohibited.

### **Cooking**

Fire safety regulations do not permit cooking in student rooms or the use or possession of microwave ovens, broiler ovens, hot plates, or other related appliances with exposed heating elements. Prohibited items are subject to confiscation.

### **Emergency/Safety Equipment**

Fire extinguishers and exit signs are strategically located in each hall. These are for the protection of all residents and are expensive to replace. Persons abusing, removing, or tampering with any fire safety equipment, such as fire alarms, fire extinguishers exit lights, etc., are subject to removal from the residence hall, even on a first offense, and to other appropriate disciplinary action. All residents will be expected to participate when the hall staff conducts fire drills. As part of the fire safety program, the residence hall staff will conduct monthly health and safety inspections.

### **Halogen Torchier Lamps**

Halogen torchiere lamps can pose a serious fire hazard and therefore is not permitted inside the residence halls.

### **Smoking**

In order to ensure a safe, healthy and pleasant work, educational and living environment, TAMUK maintains rules and guidelines that limit smoking on all university owned or leased property. Smoking is prohibited in all "No Smoking" areas, all university owned buildings, athletic stadium seating areas, retail service areas, and all vehicles owned or leased by TAMUK.

Smoking is permitted in the following areas and circumstances:

- On university property, smoking is permitted in open-air areas outside of buildings at a distance of at least 20 feet from any entrance door or window so that second hand smoke will not interfere with the occupants of the buildings or individuals entering and exiting the buildings. In athletic stadiums, smoking is permitted downwind and at least 20 feet away from the seating and vending areas.
- University student artists or actors who participate in authorized performances will be allowed to smoke as part of an artistic production provided that appropriate disposal receptacles and smoke filtration units are available and the audience is informed prior to the performance.
- If approved by the Provost and Vice-President for Academic Affairs, smoking is permitted by participants in academic research projects involving smoking provided that it is conducted in a designated area and informational signs are posted indicating the presence of tobacco smoke. The Principal Investigator must have a smoke filtration unit operating during the smoking event.

This rule relies on thoughtfulness, consideration and cooperation of smokers and non-smokers for its success. It is the responsibility of all members of the Texas A&M University- Kingsville community to observe the provisions and comply with the spirit and intent of this rule. It is expected that smokers will utilize proper receptacles to contain the ignited tobacco and will properly discard all smoking materials in a manner as to prevent fires.

## **Residence Hall Inspection Program**

The Residence Life staff conducts monthly health and safety inspections. Possession of prohibited items or the misuse of restricted items will result in the item(s) being confiscated by hall staff until the resident is able to properly remove the item(s) from the premises. Additionally, students are subject to conduct action.

The TAMUK Fire Marshal conducts Life & Safety inspections of all the residence halls beginning in October. During this process each room is inspected for any fire hazards (extension cords, piggy back power surge, unauthorized cooking appliances, candles, etc.).

## **Residence Hall Evacuation and Emergency Procedures**

An evacuation will occur when the fire alarm sounds and/or notification is made by TAMUK PD, Emergency Management Team, the building emergency managers acting under the instructions of these offices, the Kingsville Fire Department, or the Kingsville Police Department. All persons are required to evacuate the buildings and cooperate with staff when an alarm is sounded.

All persons (students, employees and campus visitors) are to immediately vacate the area in question, leaving by the nearest marked exit or in accordance with the posted evacuation plan and alert others to do the same. Once outside, proceed to the designated building assembly area. Personnel shall not return to an evacuated building until given the all clear signal by TAMUK officials.

If you are involved in an emergency fire situation on the campus of TAMUK, implement the **FIR(E<sub>2</sub>)** procedure as described below.

**Find:** If you see or smell smoke, investigate. You should try to determine the extent of the fire, the type of fire and the location of the fire.

**Initiate:** Alert the people in the vicinity to the danger as quickly as possible. Pull the fire alarm station and ask other people to assist in evacuation of the building. NEVER try to control a fire before other people in the building and UPD have been notified.

**Report:** Instruct someone to call UPD at extension 2611 to report the emergency. If you are alone – call UPD prior to any attempt at extinguishing the fire.

**Extinguish or...** Attempt to extinguish the fire ONLY if it is small enough to be contained AND you know how to use the extinguisher. Place yourself between the fire and an exit when using an extinguisher to prevent from being trapped.

**Evacuate:** If the fire cannot be extinguished – EVACUATE! Use the stairways to exit the building. Do not use elevators. As you exit the building, close as many doors as possible. Closed doors act as fire barriers.

Once outside, move to a safe meeting place away from the firefighters. Cooperate with the Building Emergency Manager(s) and other university emergency response staff to conduct roll of building occupants. The fire department should be notified if anyone is left in the building. Stay outside the building until the fire department and/or university officials have indicated that the building is safe to re-enter. TAMUK PD personnel will give the signal when it is safe for persons to re-enter the building.

When you hear the fire alarm – LEAVE the area immediately, closing all doors behind you. Follow the main evacuation route, but be prepared to use an alternate evacuation route.

If you must evacuate through smoke, get down and crawl. Heat and deadly smoke rise and cleaner air will be 12” to 24” above the floor.

If you must open doors while evacuating, test the doors before opening. Use the back of your hand to touch the door, the door knob and the door frame. If they are cool, brace yourself against the door and slowly open the door; if smoke and heat are present, close the door and use an alternate evacuation route.

Use stairways – NEVER use an elevator. In a fire, elevator shafts may fill with smoke, or may have power failure –leaving you trapped!

Once outside, move to your designated assembly areas away from the firefighters. So the fire department if anyone is left in the building. Stay outside the building until the fire department has indicated that the building is safe to re-enter.

### **If you are trapped!**

Stay calm-you can take steps to protect yourself.

If possible go to a room with an outside window and a phone. Call TAMUK PD at extension: 2611 and give your exact location. If there is no phone wave an object out the window (a sheet or jacket), to signal for help. Be ready to shut the window if smoke enters the room. Keep all doors between you and the fire closed. Cover all vents and seal cracks around the doors to keep out smoke.

## **Residence Hall Evacuation Drills (Fire Drills)**

Evacuation drills are coordinated by the Office of Risk Management, Environmental Health and Safety Office and University Housing and Residential Life each fall, spring and summer semesters for



all residential facilities at TAMUK. The emergency evacuation procedures for each residential unit (Lucio Hall, Mesquite Village - West, Bishop Hall, Martin Hall, Turner Hall, and Lynch Hall) are tested at least twice each semester and once in each of the summer session. In calendar year 2015, halls open during the spring and fall semester had four drills while those housing students during the summer had six drills.

University Housing and Residential Life conducts announced and unannounced drills. Students become familiar with the locations of the emergency exits in the buildings and are provided guidance about the direction they should travel when exiting each facility for a short-term building evacuation. Students are also instructed on fire alarm pull stations and how to activate them in case of a fire or other emergency situation.

University Housing and Residence Life does not inform residents in advance about the designated long-term evacuations because those decisions are affected by the time of day, location of the building being evacuated, the availability of the various designated emergency gathering locations on campus, and other factors such as the location and nature of the threat. In all cases, TAMUK PD, Risk Management, Environmental Health and Safety, and University Housing and Residence Life staff on the scene will communicate information to students regarding the developing situation or any evacuation status changes.

The purpose of the drills is to prepare building occupants for an organized evacuation in cases of an emergency. Evacuation drills are used as a way to educate and train occupants on issues specific to their facility. During the drill, occupants “practice” drill procedures and familiarize themselves with the location of exits and the sound of the fire alarm. All occupants are instructed that they must evacuate the building immediately when fire alarms are activated.

The process also provides the university an opportunity to test the operation of the fire alarm system components. Any deficient equipment is noted so that appropriate repairs can be performed. Students receive emergency information and procedures during their hall meetings. Additionally, students are provided promotional materials titled “Have an Exit Strategy” which are developed by the Texas State Fire Marshal’s Office. The university continues to inspect, test and replace fire detection equipment in residential halls as necessary.

Annually, one or more buildings are selected at random, an emergency is declared within or in the vicinity of, evacuation procedures are posted and executed. The drill is critiqued and an After Action Report (AAR) is generated. The AAR will be retained for a minimum of two years.

## Description of Residence Hall Fire Safety Systems

Residential Halls – Fire Detection and Suppression Systems						
Residence Hall	Sprinkler System	Fire Alarm System	Smoke Detection	Fire Extinguisher Device	Evacuation Plans *	Number of Drills Per Year
Bishop Hall	Yes	Yes	Yes	Yes	Yes	2
Lewis Hall <sup>1</sup>	Yes	Yes	Yes	Yes	Yes	2
Lynch Hall	No	Yes	Yes	Yes	Yes	2
Martin Hall	Yes	Yes	Yes	Yes	Yes	2
Turner Hall	Yes	Yes	Yes	Yes	Yes	2
Lucio Hall	Yes	Yes	Yes	Yes	Yes	2
Mesquite Village-West	Yes	Yes	Yes	Yes	Yes	2

\*Evacuation plans are posted on the back of each residence hall room door.

### Fire Safety Definitions (Department of Education)

**On-campus student Housing Facility:** Any student housing facility that is owned or controlled by the institution, or is located on property that is owned or controlled by the institution, and is within the reasonably contiguous geographic area that makes up the campus is considered an on-campus student housing facility.

**Cause of fire:** The factor or factors that give rise to a fire. The causal factor may be, but is not limited to, the result of an intentional or unintentional action, mechanical failure, or act of nature.

**Fire:** Any instance of open flame or other burning in a place not intended to contain the burning or in an uncontrolled manner.

**Fire drill:** A supervised practice of a mandatory evacuation of a building for a fire.

**Fire-related injury:** Any instance in which a person is injured as a result of a fire, including an injury sustained from a natural or accidental cause, while involved in fire control, attempting rescue, or escaping from the dangers of the fire. The term “person” may include students, employees, visitors, firefighters, or any other individuals.

**Fire-related death:** Any instance in which a person—

- (1) Is killed as a result of a fire, including death resulting from a natural or accidental cause while involved in fire control, attempting rescue, or escaping from the dangers of a fire; or
- (2) Dies within one year of injuries sustained as a result of the fire.

**Fire safety system:** Any mechanism or system related to the detection of a fire, the warning resulting from a fire, or the control of a fire. This may include sprinkler systems or other fire extinguishing systems, fire detection devices, stand-alone smoke alarms, devices that alert one to the presence of a

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<sup>1</sup> Beginning in summer 2015, Lewis Hall was converted to office space and is not an on-campus housing facility at the time of this report.

fire, such as horns, bells, or strobe lights; smoke-control and reduction mechanisms; and fire doors and walls that reduce the spread of a fire.

Value of property damage: The estimated value of the loss of the structure and contents, in terms of the cost of replacement in like kind and quantity. This estimate should include contents damaged by fire, and related damages caused by smoke, water, and overhaul; however, it does not include indirect loss, such as business interruption.

### **On-Campus Housing Initiatives**

No future improvements in fire safety are planned at the time of this report.

## 2013 On-Campus Housing Facility Fire Statistics

Facility Name	Building Address	Total Fires in Each Facility	Fire Number	Cause of Fire	Number of Injuries That Required Treatment at a Medical Facility	Number of Deaths Related to a Fire	Value of Property Damage Caused by Fire
Bishop Hall	1210 W. Santa Gertrudis	0	0	n/a	n/a	n/a	n/a
Lewis Hall	855 N. University Blvd	0	0	n/a	n/a	n/a	n/a
Lynch Hall	1110 W. Santa Gertrudis	0	0	n/a	n/a	n/a	n/a
Martin Hall	1255 W. Engineering Ave.	0	0	n/a	n/a	n/a	n/a
Turner Hall	1210 W. Santa Gertrudis	1	1	Intentional – Arson	0	0	\$0-99
Lucio Hall	1015 N. Retama	1	1	Intentional - Arson	0	0	\$0-99
Mesquite Village-West	1212 W. Ave B	0	0	n/a	n/a	n/a	n/a

## 2014 On-Campus Housing Facility Fire Statistics

Facility Name	Building Address	Total Fires in Each Facility	Fire Number	Cause of Fire	Number of Injuries That Required Treatment at a Medical Facility	Number of Deaths Related to a Fire	Value of Property Damage Caused by Fire
Bishop Hall	1210 W. Santa Gertrudis	0	0	n/a	n/a	n/a	n/a
Lewis Hall	855 N. University Blvd	0	0	n/a	n/a	n/a	n/a
Lynch Hall	1110 W. Santa Gertrudis	0	0	n/a	n/a	n/a	n/a
Martin Hall	1255 W. Engineering Ave	0	0	n/a	n/a	n/a	n/a
Turner Hall	1210 W. Santa Gertrudis	3	1	Intentional - Arson	0	0	\$0-99
			2	Intentional - Arson	0	0	\$0-99
			3	Intentional - Arson	0	0	\$0-99
Lucio Hall	1015 N. Retama	1	1	Intentional - Arson	0	0	\$0-99
Mesquite Village-West	1212 W. Ave B	0	0	n/a	n/a	n/a	n/a

## 2015 On-Campus Housing Facility Fire Statistics

Facility Name	Building Address	Total Fires in Each Facility	Fire Number	Cause of Fire	Number of Injuries That Required Treatment at a Medical Facility	Number of Deaths Related to a Fire	Value of Property Damage Caused by Fire
Bishop Hall	1210 W. Santa Gertrudis	0	0	n/a	n/a	n/a	n/a
Lewis Hall <sup>2</sup>	855 N. University Blvd	0	0	n/a	n/a	n/a	n/a
Lynch Hall	1110 W. Santa Gertrudis	0	0	n/a	n/a	n/a	n/a
Martin Hall	1255 W. Engineering Ave	0	0	n/a	n/a	n/a	n/a
Turner Hall	1210 W. Santa Gertrudis	0	0	n/a	n/a	n/a	n/a
Lucio Hall	1015 N. Retama	0	0	n/a	n/a	n/a	n/a
Mesquite Village-West	1212 W. Ave B	0	0	n/a	n/a	n/a	n/a

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<sup>2</sup> Beginning in summer 2015, Lewis Hall was converted to office space and is not an on-campus housing facility at the time of this report.