

Messiah University

Fire Safety Report

For Calendar Years 2019, 2020, and 2021

NOTE: Messiah College changed their name to Messiah University, effective July 1, 2020. Because information in this report is linked to content on the Messiah webpage, the name change has been reflected in this year's Annual Security and Fire Safety report so there is no confusion.

Introduction

The following information, including statistics on fires in Messiah University's on-campus student housing facilities for the calendar years indicated, is provided as part of the University's annual Clery Act Compliance. This report will be revised as necessary by October 1 of each year and made available on the University's Internet site.

A written log of all fires occurring during the current calendar year will be maintained at the Department of Safety Dispatch Office in the Eisenhower Campus Center, and may be viewed by any member of the public or the University community at large during normal business hours. The fire log records, by the date that the fire was reported, any fire that occurred in an on-campus student housing facility. The log must include the nature, date, time, and general location of each fire. The University will make an entry, or an addition to an entry, to the log within 2 business days of the receipt of the information. The information from the prior year's fire log will be incorporated into each annual Fire Safety Report.

As required by federal law, by October 1 of each year Messiah University will distribute to all enrolled students and current employees a notice including a statement of the Fire Safety Report's availability, the exact electronic address at which the report is posted, a brief description of the report's contents, and a statement that the University will provide a paper copy of the report on request. A similar notice will be provided as required by law to all prospective students and prospective employees. The report can be accessed via the Fire Safety website at http://www.messiah.edu/info/20572/fire_safety_office.

Definitions Used in this Report

The following definitions, as provided by federal law, are provided to aid you in understanding how the data in this report has been accumulated and developed:

- *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. The following cause categories will be used in this report:
 - **Unintentional Fire**
 - Cooking
 - Smoking materials
 - Open flames
 - Electrical
 - Heating equipment
 - Hazardous products
 - Machinery/industrial
 - Natural
 - Other
 - **Intentional Fire**
 - **Undetermined Fire**

- *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—
 - 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
 - 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 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 will include contents damaged by fire, and related damages caused by smoke, water, and overhaul; however, it will not include indirect loss, such as business interruption.

Fire Safety Systems in Student Housing

NOTE: As part of our response to the COVID-19 pandemic, Messiah University leased sections of apartment buildings (units 2351 and 2381) in the nearby Oakwood Hills apartment complex during the 2020 fall semester and the 2021 spring and fall semesters. Unit 2381 was leased and used for student housing for all three of these semesters; unit 2351 was also used for student housing, but the lease for that unit was not renewed for the 2021 fall semester.

As shown in the “Fire Safety Systems in Campus Residential Facilities” chart below, campus housing facilities are equipped with a variety of fire safety systems including automatic fire alarm and sprinkler systems. Detailed information on all fire safety systems is listed for each campus residential building.

Unless noted, all automatic fire alarm systems are monitored 24 hours/day, 7 days/week, by the Department of Safety Dispatch Office. Upon receiving an alarm signal, a safety officer is dispatched to investigate and determine if a call to the local fire department is necessary.

All fire safety systems are tested and inspected in accordance with local and national compliance codes to ensure that everything is in good working order. This includes annual functional inspections for automatic fire alarm systems, quarterly inspections for sprinkler systems, and annual service and inspection for all campus fire extinguishers. Fire extinguishers are also inspected on a monthly basis by trained Department of Safety personnel.

Fire Safety Systems in Campus Residential Facilities - Calendar Year 2021

Facility	Clery Classification	Fire Alarm Monitoring Done on Site by DoS	Fully Sprinklered	Smoke Detection	Fire Extinguishers	Evacuation Placards	Number of Evacuation Drills - Calendar Year 2021
Bertram House 236 N. Grantham Rd. Dillsburg, PA	On-Campus	Local smoke alarms - not monitored by DoS	No sprinklers	X	X	None	0
Bittner Residence 320 College Ave. Mechanicsburg, PA	On-Campus	X	X	X	X	X	2
Foreman House 521 Grantham Rd. Mechanicsburg, PA	On-Campus	Local smoke alarms - not monitored by DoS	No sprinklers	X	X	None	0
Fry Residence 375 College Ave. Mechanicsburg, PA	On-Campus	X	X	X	X	X	2
Grantham Residence 380 College Ave. Mechanicsburg, PA	On-Campus	X	X	X	X	X	2
Hess Residence 370 College Ave. Mechanicsburg, PA	On-Campus	X	X	X	X	X	2
Hill House 2716 East St. Mechanicsburg, PA	On-Campus	Local smoke alarms - not monitored by DoS	No sprinklers	X	X	None	0
Kelly Residence 2775 Tower Rd. Mechanicsburg, PA	On-Campus	X	No sprinklers	X	X	X	2
Melhorn House 528 Grantham Rd. Mechanicsburg, PA	On-Campus	Local smoke alarms - not monitored by DoS	No sprinklers	X	X	None	0
Mellinger Residence 325 College Ave. Mechanicsburg, PA	On-Campus	X	No sprinklers	X	X	X	2
Miller Residence 390 College Ave. Mechanicsburg, PA	On-Campus	X	X	X	X	X	2
Mountain View Residence 370 Center Dr. Mechanicsburg, PA	On-Campus	X	X	X	X	X	2
Naugle Residence 395 College Ave. Mechanicsburg, PA	On-Campus	X	Partially sprinklered	X	X	X	2
2351 Oakwood Hills 2351 Oakwood Hills Drive Mechanicsburg, PA	On-Campus	Monitored by outside agency - not monitored by DoS	X	X	In hallways	None	1
2381 Oakwood Hills 2381 Oakwood Hills Drive Mechanicsburg, PA	On-Campus	Monitored by outside agency - not monitored by DoS	X	X	In hallways	None	2
Schrag (Rafiki) House 355 College Ave. Mechanicsburg, PA	On-Campus	Local smoke alarms - not monitored by DoS	No sprinklers	X	X	None	0
Smith Residence 400 College Ave. Mechanicsburg, PA	On-Campus	X	No sprinklers	X	X	X	2
Sollenberger Residence 360 Center Dr. Mechanicsburg, PA	On-Campus	X	X	X	X	X	2
Witmer Residence 355 Creekside Dr. Mechanicsburg, PA	On-Campus	X	X	X	X	X	2
Woodland House 310 College Ave. Mechanicsburg, PA	On-Campus	Local smoke alarms - not monitored by DoS	No sprinklers	X	X	None	0

Institutional Policies on Portable Electrical Appliances, Smoking, and Open Flames in Student Housing Facilities

The use of electrical appliances is limited for safety reasons. Only small appliances with enclosed coils are permitted (i.e., corn poppers, coffee pots). Restricted appliances include hotplates, refrigerators of more than 3.2 cubic feet, and 5-light floor and desk plastic five shade lamps. Cooking of meals must be confined to apartment residence kitchens. Stove burners, toaster ovens, tabletop grills, toasters, and other appliances that heat up should never be left unattended. Counters should be kept clear and small appliances unplugged after use. Kitchens in residence halls are not intended to be used for regular meal preparations without prior approval of residence director and in conjunction with an approved meal plan exemption. Among other items, the use of supplemental air conditioners, window fans, sun lamps, halogen lamps and supplemental heaters are prohibited in all residences. Any questions about the electrical capabilities of satellite housing should be directed to Facility Services. Students who damage the circuitry by overloading it may be responsible for the cost to restore the system.

Safety steps to prevent and reduce the risk of electrical fires in student housing include:

- Purchase and use only UL-rated electrical appliances and power cords. (Do not bring “home-made” cords)
- Do not “piggy-back” or “daisy-chain” extension cords.
- Use power strips with an over-current protector that will shut off power automatically if there is too much current being drawn.
- Never “piggy-back” or “daisy-chain” power strips by plugging one into another.
- Power strips must be directly plugged into the wall outlet.
- Do not tack or nail an electrical cord to any surface, or run cords across traffic paths, under rugs or furniture.
- Use light bulbs with the correct wattage for lamps. If no indication is on the product, do not use a bulb with more than 60 watts.
- Keep all electrical appliances and cords safely away from bedding, curtains, and other flammable material.
- Unplug small household appliances when not in use and all electronics when away for extended periods.
- No triple adapters or cube adapters are permitted. They do not have the appropriate over-current protection or reset capabilities.

Older wiring and outlets in student housing may not be able to handle the increased electrical demand of today’s University student. If use of a device frequently causes power to trip off, or if its power cord or the outlet feels hot, it should be disconnected immediately and the condition reported to the Department of Facility Services immediately (ext. 6011). Never attempt to alter a three-prong plug to fit in a two-prong outlet. Doing so can result in severe injury and damage to your appliance.

Messiah University is a smoke free/tobacco free campus, and as such, smoking is not permitted anywhere within our campus facilities. Additionally, the consumption of any form of alcoholic beverage is strictly prohibited. Resident students who violate these regulations will be referred to the offices of Residence Life and Student Success & Engagement to be counseled for their actions, as well as potentially sanctioned according to the severity of the violation.

As provided by section 308 of the *International Fire Code (2018 ed.)*, and as adopted by the local authority having jurisdiction (i.e., Upper Allen Township), candles, incense, and similar open-flame-producing items are prohibited in sleeping units in dormitory occupancies. Messiah University has expanded this regulation to prohibit the above items anywhere within a student residence (except within the residence directors’ apartments).

When used as part of a religious service, and not involving the handling of individual candles by the participants/congregation, a permit does not need to be secured in advance from the Township Fire Marshal; however, any other use requires an “operational permit” to be obtained by requesting it at least two weeks in advance of the event.

No recreational fires are permitted, and bonfires are allowed only in rare instances as part of official, pre-approved University events -- even this is dependent upon weather conditions and other restrictions as established by local and state governments' fire hazard declarations. The University does maintain a permanently installed, gas-powered fire pit location at the Larsen Student Union for general use by members of the University community. This location is overseen and supervised by the Office of Student Engagement.

Resident students are not permitted to bring charcoal or gas grills to campus due to the inherent fire and carbon monoxide poisoning hazards they present. However, Messiah University has provided several permanently installed charcoal grills safely located in the vicinity of the dormitories for anyone's use. Large groups/organizations can reserve the use of the University's large portable charcoal grill through the offices of Conference & Event Services and Dining Services.

More information on the above can be found on the Fire Safety website at http://www.messiah.edu/info/20572/fire_safety_office.

All residents are required to familiarize themselves with, and comply with all aspects of the University's safety and decorating guidelines, found in the [Messiah University Student Handbook](#).

Fire Safety Education and Training Programs

Residence Life policies related to fire safety can be found in the [Messiah University Student Handbook](#). All members of the Messiah University community have access to the Student Handbook through the Messiah University Residence Life website, and can review fire safety information about things such as building evacuation procedures and prohibited items. Mandatory informational sessions about residence hall regulations are also held at the beginning of each fall semester for all residents.

The Fire & Safety Systems Coordinator is available to provide fire safety training to staff and students within areas or departments where the potential for a fire would have a devastating effect, or the persons or those they are in charge of are considered to be at somewhat higher risk than the rest of the campus community. This includes annual training provided for the office of Residence Life. This training is usually comprised of a PowerPoint presentation for Resident Directors and Resident Assistants in a classroom setting, covering a variety of topics including campus fire systems and building evacuation procedures.

Residents are required to keep hallways, stairwells, and all common areas clear of trash, storage, bicycles, etc. All trash/recyclables are to be placed in the trash dumpsters/bins located outside of each of the residence halls.

Procedures to Follow for Students and Employees in Case of a Fire

When a fire alarm sounds, all persons are required to immediately exit the building. If you discover a fire, first proceed to and activate the nearest fire alarm pull station (usually located near an EXIT or stairway door), and then immediately leave the building via the nearest EXIT. Second, immediately notify Dispatch Services at the emergency phone extension 6565 (or 717-691-6005 via cell phone) from a safe location outside of the building in alarm. Report all fires or smoke conditions no matter how small they may seem, since they often grow out of control rapidly. If warranted, Dispatch Services will make notifications to Residence Life staff of the situation. Individuals found responsible for intentionally causing false fire alarms, for tampering with or theft of any fire safety equipment or any type of safety signage, or for non-compliance with evacuation procedures will be subject to a \$500 maximum fine and/or other disciplinary actions.

- When the alarm sounds, remain calm and close room window(s).
- Grab only the clothing necessary for existing weather conditions. Do not attempt to salvage personal belongings.
- Turn off all electrical appliances, including stoves/ovens and room lights.
- Feel lock and/or top gap between door and frame to see if it is hot. If it is, don't open it - instead, if you can do so safely, use window to escape or summon help by yelling. Keep window closed if smoke enters room through it.
- Close but do not lock room/apartment door(s) behind you.
- Stay low under smoke and toxic fumes, crawl on hands and knees, if necessary.
- Do not use elevators; use stairways only.
- Leave by the nearest EXIT. Do not run. Leave building directly from stairway; do not use your ID card to pass through doors during evacuation.

- Remain clear of building by at least 50 to 100 feet; move beyond sidewalks if necessary, but never stand on roadways or in parking lot aisles.
- Never re-enter the building for any reason, even if alarm signals are silenced. Wait until permission is granted by person in charge of drill or fire scene, (i.e., Dept. of Safety Officer, drill coordinator, resident director, or ultimately, the township Fire Chief).
- In an actual EMERGENCY (especially if you are trapped in your room by smoke or fire), use the phone in that room/apartment to summon assistance by dialing:
 - Messiah University Dispatch Services – extension 6565, or extension 6005 (717-691-6005 via cell phone), or,
 - Cumberland County Dispatch - 9-911 (dialing 9 first gets you an outside line from a campus phone).

Please direct any questions regarding the above information to the Department of Safety (extension 6005), or to the Fire & Safety Systems Coordinator in the Department of Safety.

Fire Drill/Emergency Evacuation Procedures – Grantham Campus

Fire drills are held in each residence hall during the first few weeks of the Fall Semester and during the midpoint of the Spring Semester. The drills are announced to staff but not to the resident student body as to the time and date. Drills are conducted by the Fire & Safety Systems Coordinator (who is part of the Department of Safety) in conjunction with residence directors, other Department of Safety officers, and Campus Events personnel. A detailed report on each drill is kept on file in the Fire and Safety Systems office, and an incident report is filed within the Department of Safety's electronic reporting system.

Fire drills are conducted in order to familiarize residents with proper exit procedure and to establish the conduct of the drill as a matter of routine. Emphasis, therefore, is placed upon orderly evacuation under proper discipline rather than upon speed. Non-participation in a fire drill is tantamount to pulling a false alarm or unnecessarily discharging a fire extinguisher, and will be treated as a disciplinary offense.

When the fire alarm sounds (for a drill or otherwise), residents should simply stop whatever it is that they are doing, turn off any electric appliances, and leave the building. The last person to leave a room should be certain that the door is closed, but not locked. Residents should be responsible for one another; that is, persons who are sleeping, showering, or who have any sort of disability which may make their participation in a fire drill difficult, should be aided by their fellow residents.

Once outside, participants should remain quiet and orderly so that any instruction from staff personnel may be easily heard and understood. Once it has been determined that all residents have fully participated (i.e., that no one has tried to hide inside the building) the drill should be considered complete and residents will be permitted re-entry by the attending staff person.

Students who fail to evacuate in a timely manner or do not cooperate with staff in a reasonable manner are referred to the Residence Life Office for disciplinary hearings. Students are counseled regarding the importance of evacuating and are sanctioned under the provisions of the Messiah University Student Handbook. A maximum fine of up to \$500.00 may be applied in the case of repeat offenders.

A copy of the [Emergency and Fire Drill Evacuation Procedures](#) is posted by the exit from every sleeping room or apartment in the student residences.

It is important to know evacuation procedures and emergency exit locations in the event of a fire. Fire alarms should always be taken seriously, never ignored or taken casually as a drill. Smoke detectors should never be disabled and sprinklers should never be tampered with. If a fire alarm sounds, residents should calmly and quickly follow practiced procedures and immediately exit the building. Doors should be closed behind to prevent fire spread.

Fire Drill/Emergency Evacuation Procedures – Oakwood Hills Apartments

Fire drills are held in each Oakwood Hills apartment building that the university leases during the first few weeks of the Fall Semester and during the midpoint of the Spring Semester. The drills are announced to staff but not to the resident student body as to the time and date. Drills are conducted by the Fire & Safety Systems Coordinator (who is part of the Department of Safety) in conjunction with Oakwood Hills maintenance staff, residence directors, and other Department of Safety officers. A detailed report on each drill is kept on file in the Fire & Safety Systems Coordinator's office, and an incident report is filed within the Department of Safety's electronic reporting system.

Fire drills are conducted in order to familiarize residents with proper exit procedure and to establish the conduct of the drill as a matter of routine. Emphasis, therefore, is placed upon orderly evacuation under proper discipline rather than upon speed. Non-participation in a fire drill is tantamount to pulling a false alarm or unnecessarily discharging a fire extinguisher, and will be treated as a disciplinary offense.

When the fire alarm sounds (for a drill or otherwise), residents should simply stop whatever it is that they are doing, turn off any electric appliances, and leave the building. The last person to leave a room should be certain that the door is closed, but not locked. Residents should be responsible for one another; that is, persons who are sleeping, showering, or who have any sort of handicap which may make their participation in a fire drill difficult, should be aided by their fellow residents.

Once outside, participants should remain quiet and orderly so that any instruction from staff personnel may be easily heard and understood. Once it has been determined that all residents have fully participated (i.e., that no one has tried to hide inside the building) the drill should be considered complete and residents will be permitted re-entry by the attending staff person.

Students who fail to evacuate in a timely manner or do not cooperate with staff in a reasonable manner are referred to the Residence Life Office for disciplinary hearings. Students are counseled regarding the importance of evacuating and are sanctioned under the provisions of the Messiah University Student Handbook. A maximum fine of up to \$500.00 may be applied in the case of repeat offenders.

It is important to know evacuation procedures and emergency exit locations in the event of a fire. Fire alarms should always be taken seriously, never ignored or taken casually as a drill. Smoke detectors should never be disabled and sprinklers should never be tampered with. If a fire alarm sounds, residents should calmly and quickly follow practiced procedures and immediately exit the building. Doors should be closed behind to prevent fire spread.

Number of Fire Drills – 2019

Fire exit drills are held on our **Grantham Campus** at least once a semester in each of our traditional dormitories and townhouse-style apartment residences; we currently do not hold fire drills in our single-family-style housing. During 2019 there were a total of sixteen fire drills held in our student residences – one per semester for each of the major residences.

Number of Fire Drills – 2020

Fire exit drills are held on our **Grantham Campus** at least once a semester in each of our traditional dormitories and townhouse-style apartment residences; we currently do not hold fire drills in our single-family-style housing. During 2020 there were a total of eighteen fire drills held in our student residences – one per semester for each of the major residences, as well as one each during the fall semester at both 2351 and 2381 Oakwood Hills.

Number of Fire Drills – 2021

Fire exit drills are held on our **Grantham Campus** at least once a semester in each of our traditional dormitories and townhouse-style apartment residences; we currently do not hold fire drills in our single-family-style housing. During 2021 there were a total of nineteen fire drills held in our student residences – one per semester for each of the major residences, as well as one each during the fall and spring semesters at 2381 Oakwood Hills and one during the spring semester at 2351 Oakwood Hills.

Reporting a Fire – Grantham Campus

All fires on campus, no matter how small, even if they have already been extinguished, must be reported to Dispatch Services:

MESSIAH UNIVERSITY DISPATCH SERVICES – dial extension 6565, or extension 6005 (717-691-6005 via cell phone), or, **CUMBERLAND COUNTY DISPATCH** – from a campus phone dial 9, then 911.

Dispatch Services will immediately initiate their emergency response procedures and dispatch officers to the scene to assess the situation. If a caller reports either fire or smoke within a building, the dispatcher is to automatically phone Cumberland County Dispatch (911) to request a fire department response.

Reporting a Fire – Oakwood Hills Apartments

In case of fire, smell of smoke or other life-threatening situation; **call 911 FIRST**, then the office at **717-590-8883**. Messiah University Dispatch Services should then also be notified by calling 717-691-6005.

Future Fire Safety Plans

Messiah University is continuously seeking improved technology to better warn the community of fires and potential fire situations. Because all of our systems are currently in compliance with the appropriate local, state, and federal fire codes, we are hopeful that funding for future automatic sprinkler systems will be forthcoming for those buildings without such protection, although we have no definitive plans for our student residences at this time.

Messiah University is also constantly evaluating the state and condition of the automatic fire alarm systems in each campus building, and we continue to update/renovate our systems as necessary with the primary focus being to update buildings with older systems such as Fry Residence, Smith Residence, and South Complex.

Messiah University Fire Safety Website Link

Further information and policies regarding fire safety can be found on the Fire Safety website at http://www.messiah.edu/info/20572/fire_safety_office, which is a part of the Department of Safety.

