

SBCCD Police Beat

March 22, 2012

Volume 1, Issue 50

Campus Alerts

SBVC – Beware of the construction.

CHC – Beware of the construction.

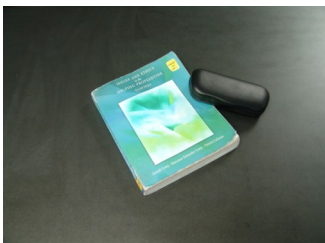
See following pages for additional incidents

IMPORTANT INFORMATION

- ♦ In case of emergency call
SBVC (909)384-4491
CHC (909) 389-3275
- ♦ Non-emergency police department phone number SBVC (909) 384-8667/ CHC (909) 389-3276

Found Property

The Police Department is the centralized location for all found property. Please turn in any found items so they can be returned to the rightful owner. You can also call to have found items picked up. If you have lost something feel free to stop by the police department and check if your lost item has been turned in.



Guidelines for Handling Mail

Many people have questions about how they should handle the mail and what should they do if they come across a suspicious package. Staff and employees should be aware that the District Police Department works to ensure the protection of our students, faculty, and staff on our campuses. The following gives guidance regarding what to do in a number of different situations, if you receive or open mail which you believe may be suspicious or contaminated. However, it is impossible to screen every item that arrives on our campuses and every individual needs to exercise judgment and discretion and become familiar with the following addressing the most likely situations which may occur.

General precautions for those handling large volumes of mail:

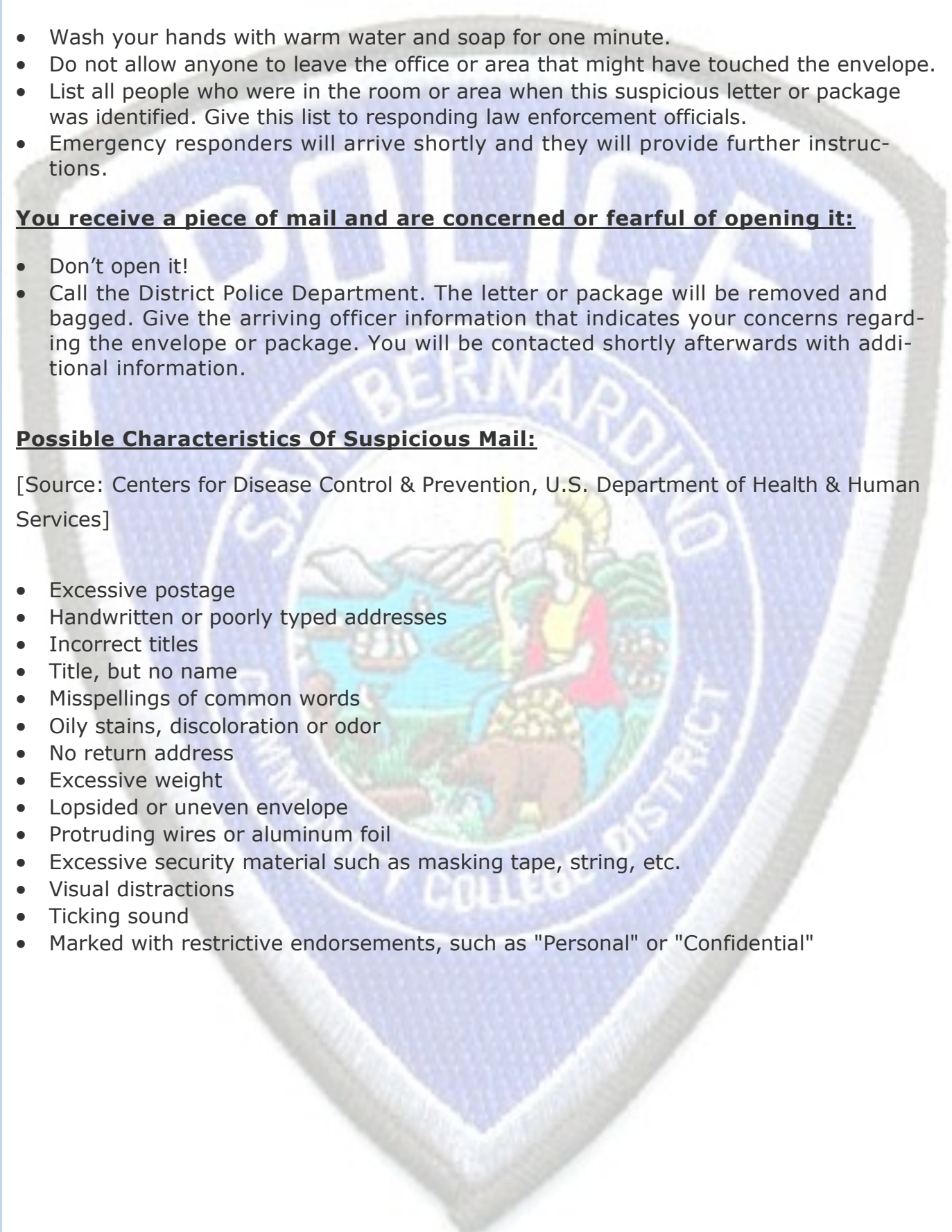
- Wash your hands with warm water and soap before and after handling mail.
- Do not eat, drink, apply cosmetics, or smoke around the mail.
- If you have open cuts or lesions on your skin, disposable latex gloves would be appropriate.
- Surgical Masks, eye protection, gowns are NOT necessary and are NOT recommended.
- If you notice any suspicious package or letter, inform a supervisor immediately.

If you open a letter that contains a threat or a suspicious substance:

- Do not panic.
- Calmly and slowly lay the envelope down.
- If immediately available, lay something over the top of the envelope (a sheet of paper, a plastic bag, etc.). Do not walk around with the letter, show it to others, or shake it!!
- Remove yourself from the immediate area and notify those working around you to do the same. Everyone should relocate in a calm manner. Evacuation of the entire building is not necessary at this point.
- Have someone call the District Police and tell them what you received and what you have done with it. Indicate what the envelope contains.

For daily incidents reports and other crime information go the Police Web site:

<http://sbccd.org/police>

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- Wash your hands with warm water and soap for one minute.
 - Do not allow anyone to leave the office or area that might have touched the envelope.
 - List all people who were in the room or area when this suspicious letter or package was identified. Give this list to responding law enforcement officials.
 - Emergency responders will arrive shortly and they will provide further instructions.

You receive a piece of mail and are concerned or fearful of opening it:

- Don't open it!
- Call the District Police Department. The letter or package will be removed and bagged. Give the arriving officer information that indicates your concerns regarding the envelope or package. You will be contacted shortly afterwards with additional information.

Possible Characteristics Of Suspicious Mail:

[Source: Centers for Disease Control & Prevention, U.S. Department of Health & Human Services]

- Excessive postage
- Handwritten or poorly typed addresses
- Incorrect titles
- Title, but no name
- Misspellings of common words
- Oily stains, discoloration or odor
- No return address
- Excessive weight
- Lopsided or uneven envelope
- Protruding wires or aluminum foil
- Excessive security material such as masking tape, string, etc.
- Visual distractions
- Ticking sound
- Marked with restrictive endorsements, such as "Personal" or "Confidential"

SUSPICIOUS MAIL OR PACKAGES

Protect yourself, your business, and your mailroom.

If you receive a suspicious letter or package:

- **Stop. Don't handle.**
- **Isolate it immediately.**
- **Don't open, smell, or taste.**
- **Activate your emergency plan. Notify a supervisor.**



If you suspect the mail or package contains a bomb (explosive), or radiological, biological, or chemical threat:

- **Isolate area immediately**
- **Call 911**
- **Wash your hands with soap and water**



CHC

Case #	Reported	Criminal Offense/ Calls for Service	Location	Date (s)	Time (s)	Disposition
	3/1/12	Stopped a vehicle	Campus	3/1/12	9:11am	Subject was advised
12c-044	3/2/12	Stopped a vehicle	Parking Lot C	3/2/12	10:01am	Subject was cited
	3/7/12	Fire/smoke	near LRC	3/7/12	5:00pm	Fire was out upon arrival
12c-046	3/7/12	Petty Theft	Student Services	3/7/12	6:46pm	A report was taken
12c-047	3/8/12	Intoxicated male	Bus stop	3/8/13	6:40pm	Subject was arrested
	3/13/12	Stopped a vehicle	Campus Drive	3/13/12	12:33pm	Subject was advised
	3/13/12	Suspicious male	Parking Lot E	3/13/12	9:21pm	Subject was advised
	3/14/12	Possible hit & run	Parking Lot I	3/14/12	2:50pm	No crime, Unfounded
	3/14/12	Trespassing	Cafeteria	3/14/12	5:07pm	Subject was advised
	3/19/12	Suspicious male	Training Rm	3/19/12	11:20am	Gone on arrival

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Annual Security Report available at <http://sbccd.org/asr2011>

S B V C

Case #	Reported	Criminal Offense/Calls for Serv	Location	Date (s)	Time (s)	Disposition
12-108	3/1/12	Vandalism/Vehicle	Parking Lot #8	3/1/12	2:00pm	A report was taken
	3/1/12	Indecent Exposure	Mt. Vernon	3/1/12	9:40am	San Bernardino PD advised
	3/1/12	Students disturbing the peace	Student Life	3/1/12	2:45pm	Students were advised
	3/1/12	Students smoking marijuana	Parking Lot #7	3/1/12	5:30pm	Unable to locate
12-109	3/1/12	Petty Theft	Snyder Gym	3/1/13	5:33pm	A report was taken
	3/1/12	Suspicious oder	Liberal Arts	3/1/12	7:07pm	Unfounded
	3/1/12	Emergency phone hang-up	Technical Bldg	3/1/12	7:27pm	Area checked clear
	3/1/12	Emergency phone hang-up	Liberal Arts	3/1/12	8:29pm	Area checked clear
12-107	3/2/12	Suspicious person	Library	3/2/12	12:44PM	Cited for trespassing
12-110	3/2/12	Petty Theft/Vehicle	Parking Lot #11	3/2/12	3:01pm	A report was taken
12-112	3/5/12	Person	Campus Center	3/5/12	10:32am	Warrant arrest
12-113	3/5/12	Vehicle Burglary	Swap Lot A	3/5/12	3:30pm	A report was taken
12-114	3/5/12	Vandalism	Art Bldg	3/5/12	6:30pm	A report was taken
12-118	3/6/12	Petty Theft	Library	3/6/13	2:12pm	A report was taken
12-120	3/7/12	Trespassing	Parking Lot #5	3/7/12	1:20pm	A report was taken
12-123	3/12/12	Expired Registration	Swap Lot A	3/7/12	10:39am	Cited
12-124	3/9/12	Vehicle Theft	Swap Lot A	3/9/12	11:57am	A report was taken
12-125	3/12/12	Vandalism	Art Bldg	3/12/12	7:30pm	A report was taken
12-127	3/13/12	Vandalism	Art Bldg	3/13/12	5:00pm	A report was taken
12-128	3/13/12	Petty Theft/Vehicle	Esperanza	3/13/12	8:00pm	A report was taken
12-129	3/14/12	Vandalism	Health Life Sci	3/14/12	4:15pm	A report was taken
12-130	3/15/12	Warrant	Physical Sci	3/15/12	11:41am	Subject was arrested
12-131	3/14/12	Petty Theft/Vehicle	Parking Lot #7	3/14/12	9:25pm	A report was taken

Annual Security Report available at <http://valleycollege.edu/asr2011>

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