



Biennial Review
Drug and Alcohol Abuse
Prevention Program

October 2024

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Introduction

The major task of the Biennial Review team is to oversee the Drug and Alcohol Prevention Program as a condition of receiving funds or any other form of financial assistance under any federal program as required by the Department of Education. The team is responsible for reviewing the requirements and goals of the [Drug-Free Schools and Communities Act](#) and collects campus information to evaluate the program, review publications, and produce the Biennial Review, including recommendations for future action.

The Biennial Review Team includes the following individuals:

- Laurie Franklin, Interim Vice President for Student Services
- Colleen Meyers, Interim Executive Director of Human Resources
- Ashley Bowie Gallegos, Dean of Student Services and Enrollment Management
- Sarah Dalrymple, Director of Student Life
- Chris Sierra, Campus Safety, Security and Emergency Management Coordinator
- Jody Pope, Director of Athletics
- Brian Shook, Counselor

The Biennial Review team has the following two objectives in preparing the report:

1. Determine the effectiveness and implement any needed changes to the program
2. Ensure that the disciplinary sanctions on students and employees are consistently enforced

Statistics used to review the DAAPP are taken from the college's Annual Security Report as well as statistics from student conduct, Human Resources, and Instruction. These statistics are gathered without disclosing names of those involved in compliance with students' FERPA rights.

Dual copies of the Biennial Review will be kept on file in the Human Resources Office and the Campus Safety Office for the purposes of employee/student reporting and accessibility. The Biennial Review can also be found on the Safety and Security and the Student Rights and Information pages of the Grays Harbor College website and will be made available upon request to the Grays Harbor College Human Resources Office or Campus Safety Office.

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Human Resources Office
Phone: 360-538-4234
Email: colleen.meyers@ghc.edu

Grays Harbor College
Campus Safety Office
Phone: 360-538-4120
Email: chris.sierra@ghc.edu

Grays Harbor College is committed to an environment which supports the academic success and health of our students. Alcohol use and abuse or the use of illicit drugs by our students and employees may be harmful to the user and the educational environment, which must be conducive to learning. Grays Harbor College is committed to maintaining a safe, healthy, lawful, and productive working educational environment for its students and employees.

In October 2024, members of the Biennial Review Team met with the sole purpose of reviewing the DAAPP and related policies to meet the requirements of the [Drug-Free Schools and Communities Act](#). They reviewed the current Drug and Alcohol Abuse Prevention Program (DAAPP) and related policies. This program describes standards of conduct that clearly prohibit the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees on college property or as part of any Grays Harbor College sponsored activity. The program and related policies include:

1. Standards of conduct that clearly prohibit the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees on its property or as part of any of its activities for [employees \(Policy\) 620.pdf \(ghc.edu\)](#) and [students \(Code of Conduct\)](#).
2. A description of [legal sanctions](#) under federal, state, or local law for the unlawful possession, use, or distribution of illicit drugs and alcohol;
3. A [description of the health risks](#) associated with the use of illicit drugs and the abuse of alcohol;
4. A description of the drug and alcohol counseling, treatment, rehabilitation or re-entry [programs available to students or employees](#);
5. A clear statement indicating the institution will [impose disciplinary sanctions](#) on students and employees (consistent with local, State and Federal laws); and
6. A clear statement that the institution will impose disciplinary sanctions on students and employees (consistent with federal, state, or local law), and a [description of those sanctions](#), up to and including expulsion or termination of employment and referral for prosecution, for violation of established standards of conduct.

Biennial Data Review

The data reviewed incidents occurring during the 2021, 2022 and 2023 calendar years. The next DAAPP review will occur in the summer of 2026. Note: These incidents include both school policy violations and State and Federal violations that involved drug or alcohol violations. Arrests include criminal citations issued and criminal arrests for both students and non-students on campus. A review of the statistics noted the following:

Student Data

Calendar Year	Number of Offenses	Sanctions/Outcomes
2021	0	0
2022	0	0
2023	0	0

In 2021, 2022, or 2023, no incidents were reported or were referred to the Student Conduct Officer for disciplinary action. This data was collected by the CARE/incident response team software, Advocate/Simplicity and the report generated is saved in the software database for verification.

Employee Data

Calendar Year	Number of Offenses	Sanctions/Outcomes
2021	0	0
2022	0	0
2023	0	0

In 2021, 2022, or 2023, no incidents were reported or were referred to Human Resources for disciplinary action. This data was collected and reported by Human Resources.

Student Drug Test Results

Academic Year	Prospective Students Tested	Enrolled Students Tested	Positive Results
2020-2021	14	0	1
2021-2022	24	6	0
2022-2023	65	7	2
2023-2024	60	6	1

Note: Drug tests for students are administered for students enrolled in the Diesel Technology program as part of the requirements to obtain a Commercial Driver's License.

Enforcement and Consistency of Disciplinary Sanctions

GHC is a drug and alcohol abuse free campus. The College abides by all drug and alcohol related policies, regulations and laws, and imposes consistent disciplinary sanctions against those students and/or employees who violate the approved Board Policies and laws consistent with local, state, or federal law. Due to the low number of offenses recorded in the past two years, there is insufficient data to determine whether irregularities or inconsistencies were applied in the disciplinary action or sanctions determined.

GHC strives to handle each offense in a way individuals are treated fairly, consistently, and in accordance with the established policies and procedures. Should a student feel that disciplinary action taken or not taken was unfair or inconsistent with the Student Code of Conduct regarding drug or alcohol use or abuse on campus, they should contact the Vice President for Student Services. Should an employee feel that disciplinary action taken or not taken was unfair or inconsistent with any drug or alcohol use or abuse policy, they should contact their Union (if applicable) and Human Resources. All such concerns are taken seriously.

Procedures for Distributing Annual Drug and Alcohol Abuse Prevention Program

Students

Notification of the information contained in the Drug and Alcohol Abuse Prevention Program (DAAPP) is distributed to all currently enrolled students each quarter via e-mail. The DAAPP is also available online at <https://www.ghc.edu/student-rights-information>.

Employees

Notification of the information contained in the DAAPP is distributed to all current employees of the college on an annual basis via employee e-mail. The DAAPP is also available online at www.ghc.edu/student-rights-information.

College Policies

- [Alcohol/Substance Abuse Prevention](#)
- [Student Code of Conduct 132B-125 WAC](#)
- [Grays Harbor College Policy 620: Substance Abuse, All Employees](#)
- [Drug-Free Schools and Communities Act \(ghc.edu\)](#)

Resources Available

Employee Assistance Program

The [Employee Assistance Program](#) is available to all employees and provides free and confidential programs for support. [Employees | Department of Enterprise Services \(DES\) \(wa.gov\)](#)

Student Support Resources

Students have access to academic, career and personal counseling. Additionally, students have 24/7 access ([TimelyCare](#)) to free virtual health and well-being support, as well as self-care content, including yoga and meditation sessions anytime. To find out more, please visit www.ghc.edu/counseling.

Student & Employee Information

Grays Harbor College's [Drug and Alcohol Abuse Prevention Program](#) (DAAPP) and related policies describes standards of conduct that clearly prohibit the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees on college property or as part of any Grays Harbor College sponsored activity. The program and related policies include:

Drug and Alcohol Programming

Grays Harbor College is committed to providing a learning and working environment free from the abuse of drugs and alcohol. The college recognizes that to achieve this goal, the biennial review will provide opportunities to identify areas of improvement. In the past, the college has not been able to offer consistent prevention programming to students or employees. Efforts to enhance drug and alcohol prevention programming are underway with a collaborative effort across campus.

Strengths and Weaknesses of Drug and Alcohol Abuse Prevention Program

Strengths:

- College has taken a holistic care and team approach to supporting student success, health and well-being which provides a supportive environment for students, including the cross-campus CARE Team that meets regularly to provide support to students when concerns are raised.
- College resources are available to support student's health and well-being, both internally and externally. In Spring 2024, the College hired a full time Resource Navigator to assist students with timely referrals.
- The College is a recipient of a mental health state proviso to enhance the support for counseling for students. Grays Harbor College will receive this funding through June 2026.
- The College subscribes to TimelyCare, which is available in various languages.
- The College makes campus resources and materials available in a variety of languages.

Weaknesses:

- Administrative turnover these last two years have made continuity of programming, training and continuous improvement efforts a challenge.
- Capacity of staff to implement continuous improvement recommendations
- The College has limited availability to students with one counselor on staff, lacking gender and language diversity and options.

Continuous Improvement Recommendation Response from 2022

- Explore ways to enhance drug and alcohol prevention, education and support for students and employees
 - Human Resources provides an annual email to staff regarding the Drug-Free Campus with resources. “Read receipts” were collected to ensure employees received the information.
 - Human Resources provides the information during recruitment and during the on-boarding processes.
- Expand the membership of the biennial review team to include, but not limited to; Athletic Director and faculty representative who is a licensed counselor and/or teaches in the human services program.
- A new Athletic Director was hired in September 2024 and was added to the biennial review team along with a student counselor.
- Create a website that includes links to increase awareness and share the risks and effects of drugs and alcohol
 - Various websites accessible to students, employees, and community members include information on drug and alcohol rules and regulations. A centralized website is being discussed to be created and posted by June 2025. The website will also include the Washington State HB2112, Opioid Education and Awareness requirements.

Continuous Improvement Recommendations for 2024-26

- Add links from GHC website on D&A Prevention programs to Athletics, Workforce Funding, and Student Life websites.
- Campus-wide training for employees and students on the use of naloxone
- Apply for grants to supply campus with naloxone

Contact Information for Additional Questions

Students, employees, or any other interested party that would like additional info regarding GHC’s efforts to maintain a drug and alcohol-free campus should contact Laurie Franklin, Interim Vice President for Student Services at 360-538-4007 or laurie.franklin@ghc.edu.

DAAPP Biennial Review Team

Laurie Franklin

10/14/24

Laurie Franklin

Interim Vice President for Student Services

Colleen Meyers

10/15/24

Colleen Meyers
Interim Executive Director of Human Resources

Ashley Bowie-Gallegos 10/15/2024
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Sarah Dalrymple 10/16/2024
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Director of Student Life

Christopher J. Sierra 10/15/2024
Chris Sierra
Campus Safety, Security, and Emergency Management Coordinator

Jody Pope 10/16/2024
Jody Pope
Director of Athletics

Brian Shook 10/16/2024
Brian Shook
Counselor

This report is approved by the Grays Harbor College President, Dr. Carli Schiffer

Carli Schiffner
Dr. Carli Schiffner 10/18/24
President

GRAYS HARBOR COLLEGE



Grays Harbor College does not discriminate on the basis of race, color, national origin, sex, disability, sexual orientation, creed, religion, marital status, veteran status, genetics, or age in its programs, activities, and employment. The following person has been designated to handle inquiries regarding the non-discrimination policies:

Title II/Section 504 Coordinator

Colleen Meyers, Interim Executive Director of Human Resources

Grays Harbor College
1620 Edward P. Smith Drive
Aberdeen, WA 98520
360-538-4234
colleen.meyers@ghc.edu

Title IX Coordinator

Ashley Bowie Gallegos, Dean of Student Services & Enrollment Management

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In order to productively engage with equity, diversity and inclusion (EDI) matters, it is important to have a shared understanding of the language that we use. The Diversity Advisory Committee developed a glossary of Diversity Definitions during the 2021 academic year. To access this glossary, please visit ghc.edu/edi/diversity-definitions.