Opening

The February Risk Management and Business Continuity Council Meeting was held on February 23, 2015, at 205 East 42nd Street in the 7th Floor Kibbee Board Room from 9:30 AM to 11:00 AM. Rachel Spellman of the Office of Environmental, Health, Safety and Risk Management (EHSRM) recorded the minutes. The minutes of the previous meeting were approved by acclamation.

Updates

Measles
Elevated measles activity has been reported in California and neighboring states. New York has not been similarly impacted, but CUNY has been consulting with the New York City Department of Health and Mental Hygiene to ensure that we continue to prevent the spread of measles. EHSRM is monitoring developments and will share resources with the campuses via the CUNY Measles, Mumps, and Rubella (MMR) webpage at http://www.cuny.edu/about/administration/offices/ehsrm/healthmanagement/mmr.html.

Influenza Season
According to the Centers for Disease Control (CDC), flu activity peaks between December and February, and high levels of flu activity are confirmed this year. Visit our flu website at Campuses should take measures to prevent the spread of infectious diseases. Please continue to ensure that “Wash Your Hands” and “Cover Your Cough” posters are displayed in restrooms and other prominent locations. Updates and links to posters can be found on our flu page at http://www.cuny.edu/about/administration/offices/ehsrm/healthmanagement/flupage.html.

Winter Preparedness
Campuses should take all possible precautions for severe winter weather, including maintenance of campus property to prevent hazardous conditions caused by ice and snow. Campuses should also review protocols for notifying essential personnel in case of emergencies.

Ebola
The CDC has removed the alert status for the country of Mali, but travel warnings remain in place for Guinea, Liberia, and Sierra Leone. While the threat of Ebola to the CUNY community remains small, EHSRM continues to monitor developments and travel warnings, and will share updates with the campuses via the CUNY Ebola webpage at http://www.cuny.edu/about/administration/offices/ehsrm/healthmanagement/ebola.html.
Committee Reports

Insurance Committee
Jim Harper, CUNY’s Insurance Adviser, informed the Council that the Insurance Committee is preparing for summer activities on our campuses that require insurance. In addition, he stated that they have been responding to winter weather incidents to ensure that any possible insurance claims are handled properly.

Travel and Transportation Committee
Kim Holland, CUNY International Education Manager, reported that the Travel Committee actively supported CUNY students abroad in France and Copenhagen in the wake of recent terrorist attacks. Thankfully, no CUNY students were impacted by the terrorist events. She added that the Travel Committee has been working on adding a Title IX education component to Study Abroad orientations.

Preparedness Committee
Michael Agnew, Risk Management and Business Continuity Officer, spoke further on CUNY’s commitment to the New York State Citizen Preparedness Corps initiative and said that he will be working with campuses and the Department of Homeland Security and Emergency Services (DHSES) to facilitate preparedness training. He will provide information to any CUNY Preparedness Designees unable to attend the information session immediately following today’s meeting.

Information Technology
Diana Tucker, Director, IT Business Continuity and Disaster Recovery, informed the Council that CUNY is helping campus IT operations access CUNY’s dedicated disaster recovery site.

Presentations
Kristin Devoe, Assistant Director of Public Affairs, Division of Homeland Security and Emergency Services, gave a presentation on New York State’s “Citizen Preparedness Corps Training Initiatives.” We thank Kristin and her team for their presentation to the council and for the in-depth information session they led after the meeting.

Upcoming Meetings
The next Risk Management and Business Continuity Council meeting will be held on Monday, March 23, 2015 at 205 East 42nd Street in the Kibbee Board Room 725, from 9:30 AM to 11:00 AM. Hannah Pennington, Executive Director and Sarah Flatto, Director of Programs and Outreach, NYC Mayor’s Office to Combat Domestic Violence, will give a presentation on “Intimate Partner Violence and Students.”

Adjournment
The Council meeting was adjourned at 11:00 AM.