Date: March 2, 2018
To: Emergency Preparedness Committee
From: Michael Agnew, Committee Chairperson
Subject: Emergency Preparedness Committee Meeting Minutes

Opening
The Emergency Preparedness Committee meeting was held at 205 East 42nd Street, Room 1179 on March 1, 2018 from 2:00 PM to 3:30 PM. Michael Agnew, Risk and Business Continuity Manager, greeted the Committee. Michael Agnew of the Office of Environmental, Health, Safety and Risk Management (EHSRM) recorded the minutes. The minutes of the previous meeting were approved by acclamation.

Presentation
Diana Tucker, Director, IT Business Continuity and Disaster Recovery at gave a presentation about CUNY’s resiliency building initiatives

Updates and Reports

Coastal Storm Preparedness Update
The city is beginning to prepare for the upcoming coastal storm season. Campuses that serve as hurricane shelters (Baruch, Bronx, City College, Medgar Evers, Queensborough) or SMNS (John Jay, Lehman, Queens, York). The Central Office will be coordinating with these colleges to obtain staffing lists for coastal storm training that will be available in May – July, and are typically help at DCAS (1 Centre Street, Manhattan) from 9AM – 5PM.

Logistics Expanded Dispatch Training
The NYCEM Logistics are offering the Logistics Center (LC) Expanded Dispatch in-person training. The Logistics Center supports resource management and movement control during emergencies in NYC. This training is designed for individuals who may potentially be asked to staff the LC during an activation. It is recommended to take this training if you have never taken an LC training before or if it has been more than two years since your last training. Please contact michael.agnew@cuny.edu if you would like to register.

The LC Expanded Dispatch training will be offered on the following days:
- Wednesday, March 14 (9:00 a.m. to 12:00 p.m.)
- Wednesday, June 13 (9:00 a.m. to 12:00 p.m.)
- Wednesday, September 19 (9:00 a.m. to 12:00 p.m.)

Registration will begin at 8:45 a.m. each day. Training will begin promptly at 9:00 a.m. and run until 12:00 p.m.
CUNY Partner’s in Preparedness Program Changes
Preparedness activities completed during the calendar year count towards your organization’s membership status for the following year. Preparedness Activities. Active shooter training has also been added to the list of preparedness activities.

2019 Hazard Mitigation Plan Update
NYC Emergency Management has begun the process of updating the NYC Hazard Mitigation Plan (HMP). For the update, the plan will move away from a document-based HMP and into a web-based HMP. CUNY will be actively participating in the update process to enhance awareness of risk, identify new mitigation actions, and assess current capabilities for implementing actions.

NIMS Implementation
The 28 NIMS Implementation Objectives prescribed by National Integration Center for Federal Fiscal Years (FY) 2009 – 2017 have been released. State, territorial, tribal, and local jurisdictions must ensure all NIMS objectives have been initiated and/or are in progress toward completion to be eligible to apply for and receive federal preparedness grants and awards.

GAO study of Emergency Preparedness at Colleges and Universities
Emergency managers at 18 colleges across the country told GAO that buy-in from the college president and other top campus leaders was critical to their efforts; several officials reported struggling to obtain such support. Most officials also said they coordinate with local or state partners such as police and relied on these partners for advice or to obtain emergency preparedness resources. The Departments of Homeland Security (DHS), Justice (DOJ), and Education (Education) offer a variety of emergency preparedness resources to colleges. However, colleges described mixed awareness of federal resources. Get a copy of the study here: https://www.gao.gov/products/GAO-18-233

Flu Season
Peak flu season continues through February. Higher than average flu activity this year. Visit CUNY’s flu page for more information on available resources: www.cuny.edu/flu.

Department Emergency Response Plan Template
EHSRM is working on creating a department emergency response plan for inclement weather or other emergency closures, delays, or schedule changes. As a first step, the template will be pilot tested within EHSRM. Contact Michael.Agnew@cuny.edu for more information.

John Jay Active Shooter Training
John Jay is conducting an active shooter training session on Thursday, March 15, 2018 at 1:40pm. Those that are interested in attending can contact Janet Winter at jwinter@jjay.cuny.edu.

Upcoming Meeting
The next Emergency Preparedness Committee meeting is scheduled for Thursday, January 11, 2018 from 2:00 PM to 3:30 PM at the 205 East 42nd Street, Room 1179, New York, New York, 10017.

Adjournment
The Committee meeting was adjourned at 3:30 PM.