Date: October 31, 2017

To: Emergency Preparedness Committee

From: Michael Agnew, Committee Chairperson

Subject: Emergency Preparedness Committee Meeting Minutes
205 East 42nd Street, Room 1179, May 4, 2017

Opening
The May Emergency Preparedness Committee meeting was held at 205 East 42nd Street, Room 1179 on September 7, 2017 from 2:00 PM to 3:30 PM. Michael Agnew, Risk and Business Continuity Manager, greeted the Committee. Jenna Coplin 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
Michael Agnew, Risk and Business Continuity Manager, CUNY gave a presentation regarding CUNY’s national preparedness month initiatives.

Updates and Reports

Hurricane Season Updates

- Hurricane Irma is moving west-northwest, just north of Puerto Rico, approaching the US Virgin Islands. Irma is expected to make a northward turn when it passes north of Cuba and move north along the Florida Coast. NYC can expect strong rip currents as a result. NYC may experience rain associated with the remnants of Irma as early as next Tuesday.
- Hurricane Jose is currently moving west over the eastern Atlantic. It is too soon to determine potential impacts to the continental United States.
- Hurricane Katia is forecast to meander in the southwestern Gulf of Mexico for the next day or two. After that time Katia is predicted to steer southwestward toward the state of Veracruz, Mexico.

Coastal Storm Planning
The Atlantic hurricane season runs from June 1 through November 30 and preparation is already underway for the year. Campuses that serve as hurricane shelters (Baruch, Bronx, City College, Medgar Evers, Queensborough) or SMNS (John Jay, Lehman, Queens, York). Michael Agnew, EHSRM, is coordinating emergency personnel lists and requisite training.

National Preparedness Month Initiatives
As part of National Preparedness Month, CUNY is participating in the NYC Partners in Preparedness program. CUNY will also be conducting several Emergency Preparedness Lunch and Learns at various Central Office locations, and a test of the CUNY Alert system on October 10.
**CIS Disaster Recovery and Business Continuity**
For those who may have missed the June 14 demonstration of "ResilienceOne," Strategic BCP’s Business Continuity Management (BCM) solution, another demonstration will be held on Tuesday, September 26 at 2:30pm. This demonstration is part of a CUNY project to create a business continuity planning tool for CUNY campuses. Contact Diana Tucker for more information.

**CUNY Emergency Plan**
A general discussion was held regarding the CUNY Emergency Plan draft. The draft plan is undergoing continuous revisions and will be disseminated to the committee upon its completion. Additional questions should be sent to Michael Agnew.

**Upcoming Meeting**
The next Emergency Preparedness Committee meeting is scheduled for Thursday, November 2, 2017 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.