Date: September 14, 2018

To: Emergency Preparedness Committee

From: Michael Agnew, Committee Chairperson

Subject: Emergency Preparedness Committee Meeting Minutes  
205 East 42nd Street, Room 1179, September 6, 2018

Opening
The Emergency Preparedness Committee meeting was held at 205 East 42nd Street, Room 1179 on September 6, 2018 from 2:00 PM to 3:30 PM. Michael Agnew, University Risk Management and Business Continuity Director, greeted the Committee and recorded the minutes. The minutes of the previous meeting were approved by acclamation.

Presentation
Linda Reissman, Director of Emergency Management and Jake Neufeld, Enterprise Resiliency Manager, gave a presentation about emergency management and organizational resiliency at Memorial Sloan Kettering Cancer Center.

Updates and Reports

2018 Hurricane Season Update
Hurricane Florence is a CAT 3 Hurricane, currently located in the middle of the Atlantic. Some weakening is forecast for today, but Florence is expected to remain a strong hurricane for the next several days. In addition, two tropical Disturbances in the Atlantic are expected to form into a Tropical depression over the weekend or early next week.

National Preparedness Month
As part of National Preparedness Month, this September CUNY will be joining organizations and businesses throughout New York City in the Partners in Preparedness Program. The program helps organizations prepare their employees, services, and facilities for disasters through participation in various activities. Please refer to the National Preparedness Month memo to find out how you can participate in this year’s National Preparedness Month and help ensure you and your family are prepared.

Flu Vaccinations
Flu season is just around the corner, and getting your flu shot is the best way to protect yourself and your family from the highly contagious flu and its complications. The WorkWell NYC Free Flu Vaccination Clinic will be on-site at several CUNY Central Office locations on the following dates:

- Thursday, September 13; 10am-2:30pm, 42nd Street- Conference Room 1002, 10th Floor
- Thursday, September 20; 10am – 12pm, 57th Street- Conference Room 1442, 14th Floor
- Thursday, September 20; 10am – 1pm, 365 Hudson Street- Room E, 5th Floor
- Thursday, September 27; 10am – 11:30am, 41st Street- Conference Room 535, 5th Floor
National Test of the Emergency Alert System (EAS) and Wireless Emergency Alerts (WEA)
The Federal Emergency Management Agency (FEMA), in coordination with the Federal Communications Commission (FCC), will conduct a nationwide test of the Emergency Alert System (EAS) and Wireless Emergency Alerts (WEA) on September 20, 2018. The WEA portion of the test commences at 2:18 p.m. EDT, and the EAS portion follows at 2:20 p.m. EDT.

September 25 is “If You See Something, Say Something®” National Awareness Day
The U.S. Department of Homeland Security (DHS) has designated September 25 as national “If You See Something, Say Something®” Awareness Day to further increase the public’s awareness of how to recognize and report suspicious activity throughout the year. “If You See Something, Say Something®” is a national campaign that raises public awareness of the indicators of terrorism-related crime, and the importance of reporting suspicious activity to law enforcement.

CUNYfirst Disaster Recovery Drill (DR Drill)
CIS conducted a CUNYfirst Disaster Recovery drill over the weekend of August 3-5, 2018. The annual CUNYfirst DR Drill provides CUNY the opportunity to exercise the recovery tasks required if the primary CUNYfirst System were to shut down unexpectedly. The DR Drill confirms CUNY’s ability to: respond to a CUNYfirst disaster recovery scenario, make the backup system available to users, and restore the primary servers to full capacity for our user community.

Planning Considerations: Complex Coordinated Terrorist Attacks
FEMA has released Planning Considerations: Complex Coordinated Terrorist Attacks to aid all community partners, including all levels of government, infrastructure owners and operators, small businesses, non-profit organizations, and volunteer organizations, in planning and preparing for complex coordinated terrorist attack scenarios. For more information about the guide and to download a copy of visit https://www.fema.gov/plan.

2017 Hurricane Season After-Action Report

Upcoming Meeting
The next Emergency Preparedness Committee meeting is scheduled for Thursday, November 1, 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.