Opening
The March Risk Management and Business Continuity Council Meeting was held on March 24, 2014, at 205 East 42nd Street in the 7th Floor Conference Room from 9:30 AM to 11:00 AM. Heather Yang of the Office of Environmental, Health, Safety and Risk Management recorded the minutes and the minutes of the previous meeting were approved by acclamation.

Updates
Harlem Gas Explosion
On March 12, a gas explosion caused two building to collapse at East 116th Street and Park Avenue, killing eight and injuring over 60 people. Five members of the CUNY community had listed one of the collapsed buildings as their home address. Griselda Camacho (CUNY Public Safety), and Jordy Salas, a student at John Jay College, were among the fatalities. The New York City Office of Emergency Management is operating a Resident Service Center as an emergency shelter at the Salvation Army Community Center located at 175 East 125th Street.

Flu Season
As of March 8, the New York City Department of Health and Mental Hygiene (NYC DOHMH) reported that influenza activity is decreasing but remains elevated. Influenza-like illness hospital visits accounted for 2.5% of all weekly visits, which is above the national baseline of 2%. All EHS officers are reminded to continue to promote flu prevention measures.

MMR
Several cases of mumps were reported at Fordham University and one CCNY student contracted the disease. There have also been sixteen confirmed measles cases in Manhattan and the Bronx, including one at The Borough of Manhattan Community College. Students and faculty that had attended the same classes were informed, and the EHSRM website has been updated with the most recent DOHMH and CDC information. All health centers on campus should continue to follow CUNY’s Infectious Disease Protocol to minimize risk to the CUNY community.
Committee Reports
Preparedness Committee
Bernard Jones, Risk and Business Continuity Manager, reminded the Council that the 2014 Risk Management Plans are due April 15. Campus visits have been scheduled for those requesting additional guidance.

Information Technology (IT) Committee
Richard Ritter, Disaster Recovery Manager, reported that a drill will be conducted on April 11 to test the transfer of several critical applications, including the CUNY website and the Central Office Exchange email system to the Disaster Recovery (DR) facility in Clifton, New Jersey. The lessons learned will help identify and potential gaps in our DR/BC capabilities.

Travel and Transportation Committee
Kim Holland, International Education Manager, mentioned that preparations are underway for the summer travel season. The Committee is reviewing programs to higher risk locations identified by the U.S. State Department.

Insurance Committee
James Harper, Insurance Advisor, reminded the Council of the importance of timely notice in property damage claims. He also discussed safe-driver training and highlighted CUNY Public Safety’s defensive driving training as an example.

Infectious Disease Committee
Kurt Klein, Health and Safety Manager, reported on a potential TB case involving a CUNY student. The NYC Department of Health and Mental Hygiene (DOHMH) has been contacted and is working with the CUNY personnel.

Residence Hall Committee
David Jones, University Associate Director of Student Housing and Residence Life, discussed Title IX Training and Alcohol Awareness Training that was presented to the University Student Senate. He mentioned that a subcommittee will be formed to develop Title IX protocols for the upcoming academic year.

Presentation
Maybelle Jadotte-Clairvil, Private Sector Liaison, NJ Office of Homeland Security and Preparedness, gave a presentation titled “Leveraging Business Continuity to Develop a Culture of Preparedness.” The Council would like to thank Maybelle for a very interesting and informative presentation.

Upcoming Meetings
The next Risk Management and Business Continuity Council meeting will be held on Tuesday, April 29, at 205 East 42nd Street in the 7th Floor Conference Room from 9:30 AM to 11:00 AM.

Stacy Cavaleiro, Special Agent (SA), FBI, and Greg Concepcion, Supervisory Special Agent (SSA), FBI, will give a presentation titled “Don’t be a Pawn.”

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