

LCET Agenda and Notes

3/23/2021

Resulting Action items:

- Annual review of disaster response and recovery supplies
- Annual training/awareness sessions on how to respond in the event of an emergency
- Add Michael Cook and Curtis Lyons to the standing group

Theme: Establishing conversation:

- Review the drafted charge for LCET
- Membership questions and concerns
 - Is there anyone we should add as a standing member? Other CUL staff can join our meetings as appropriate, based on agenda or action items.
 - How often should we meet as a group? Suggestion: quarterly, with meetings as appropriate based on action items
 - Tamar and Ezra are LEG sponsors - how best to keep LEG informed (as appropriate)
- Update on incidents with water affecting collections over the last year
 - Annex sprinkler malfunction April 2020
 - FAL events (summer 2019; March 2021)
 - Annex roof leaks March 2021
- Review current documentation
 - [Disaster Plans and Emergency Information](#)
 - Is there other documentation available?
 - Review financial preparedness regarding collections emergencies (not documented yet)
- Topics for discussion:
 - Collections decisions in the context of disasters
 - Is there a way to make a data-driven collections retention decision in real time in recovery?
 - How best to document workflows that provides a context for collections response and recovery within other disaster information?
 - Examples:



Penn_2-pager.pdf



YaleFlipGuide.pdf

- Suggested initial action items:
 - Annual review of disaster response and recovery supplies
 - Annual training/awareness sessions on how to respond in the event of an emergency
 - Michele and Tre recently gave a session to RMC at their request

Notes:

Jon Ladley - broadcast output that is generalizable; Vendor for water remediation (ServePro); Attach this to Continuity of Operations plan

Kizer- Add Michael Cook (Mann)

Bonna - add Curtis Lyons (ILR/Kheel) - Adam concurs; the need for training/education

Other Disaster plans available:

- Mann
- Annex
- Music
- OKU

Make connections to Risk Management and Environmental Health & Safety - work with Ezra on succession planning

Ezra makes the point that we need to be able to make decisions quickly. Are there other protective measures for the Annex?

