

Tabletop Exercise

University of West Florida Tabletop Exercise

After Action Report / Improvement Plan

Created 20 June 2014

Report generated by Tabletop Exercise System Technology (TEST)

For Official Use Only

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Executive Summary

Being located in the state of Florida directly puts the University of West Florida at risk for being in the path of a hurricane. The potential for this hazard places emphasis on the need to be prepared within each department in the University. This exercise will focus on procedures, training, cross-disciplinary cooperation and coordination.

The tabletop exercise conducted in a boardroom setting. This portion will utilize the Tabletop Exercise System Technology (TEST) developed by Florida State University. This approach causes analysis of the current plans in pre-landfall, post-landfall, and the beginning stages of recovery in a low stress environment. Encouraging collaborative discussion allows participants to work through the multiple components of the overarching scenario.

Once the exercises are completed, participants will be given the opportunity to review developments of the exercise to identify strengths and areas of improvement within the Emergency Operations Plan. Additionally Exercise Evaluators will create an After-Action Report/Improvement Plan that assesses the current plans and procedures and their utilization.

Major Strengths

Primary Areas of Improvement

Section 1. Exercise Overview

Exercise Details

Exercise Name:

University of West Florida Tabletop Exercise

Type of Exercise:

Tabletop Exercise

Exercise Date:

20 June 2014

Location:

Pensacola, FL

Program:

This exercise was designed to assess the capabilities of the University of West Florida departments and organizations in response to a direct hit by a hurricane.

Mission:

The Hurricane exercise will be conducted within the University of West Florida. It will incorporate groups around campus such as but not limited to; " Emergency Management " Academic Affairs / Provost Office " Athletics " Dean of Students " Environmental Health & Safety " Facilities " Health Services " Housing " Human Resources " Information Technology Services " Libraries " College of Medicine " Police " Research " University Communications Using the Tabletop Exercise System Technology (TEST) developed by The Florida State University, participants will experience an interactive environment that will create thought-provoking discussion dealing with the potential hurricane pre and post problems when a scenario does arise. These participants will examine how each of their groups will then focus on how their sector will handle these problems to run an efficient environment in both blue and grey sky scenarios at the University of West Florida. This exercise will produce an After-Action Report/Improvement Plan regarding the actions taken during this tabletop which will provide insight into improving each sectors plans if a hurricane incident does arise.

Capabilities:

- Mass Care (Housing Shortage) - Recovery
- Personnel (COOP) - Recovery
- Planning (COOP) - Recovery
- Sheltering/Sheltering-In-Place
- Social Media

Scenario Type:

Category 2 Hurricane- Wind speeds between 96 110 mph with storm surge between 6 8 feet. Capable of Considerable damage to shrubbery and tree foliage, some trees blown down; major damage to exposed mobile homes; extensive damage to poorly constructed signs and some damage to windows, doors and roofing materials of buildings, but no major destruction to buildings. Coastal roads and low-lying escape routes inland cut off by rising water about two to four hours before landfall; considerable damage to piers, marinas flooded; small craft in protected anchorage torn from moorings.

Exercise Planning Team**Participating Organizations**

- UWF Emerald Coast
- Internal Auditing
- Recreation
- UWF
- Student Affairs
- UWF Academic Affairs
- Athletics
- FSU
- UWF - HR
- President's Office
- UWF/Academic Affairs/ITS

Participant Breakdown

Players: 28

Section 2. Exercise Design Summary

Exercise Purpose and Design

The purpose of these exercises is to establish an environment for those responsible for critical facilities that impact University of West Florida students to implement emergency response plans, policies, and procedures as they pertain to severe hurricane weather.

Capabilities and Activities Identified for Demonstration

- Mass Care (Housing Shortage) - Recovery
- Personnel (COOP) - Recovery
- Planning (COOP) - Recovery
- Sheltering/Sheltering-In-Place
- Social Media

Scenario Summary

A tropical cyclone moves into the Gulf of Mexico developing into a Category 2 Hurricane before making landfall in the Florida Panhandle. The Hurricane causes major flooding and wind damage, directly impacting the University of West Florida campus, the student population, and critical infrastructure.

Section 3. Analysis of Capabilities

Section 4. Conclusion

Appendix A. Improvement Plan

Capability	Observation	Recommendation	Corrective Action Description	Capability Element	Primary Responsible Agency	Agency POC	Completion Date
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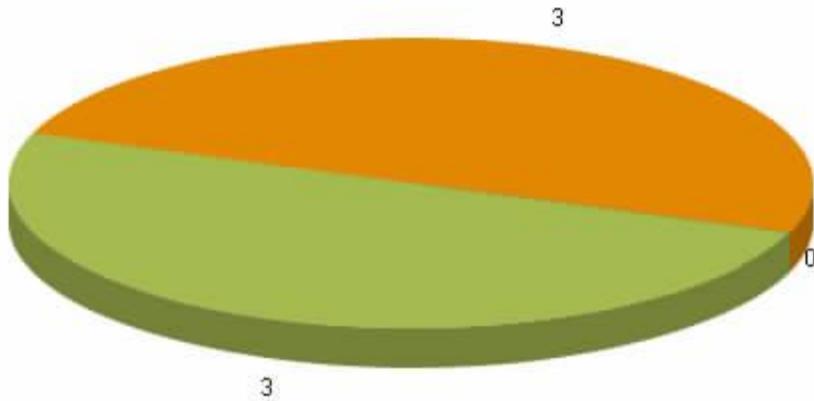
Appendix C: Participant Feedback Summary

Evaluation Summary

Question 1:a [Group Assigned: All]

The exercise was well structured and organized.

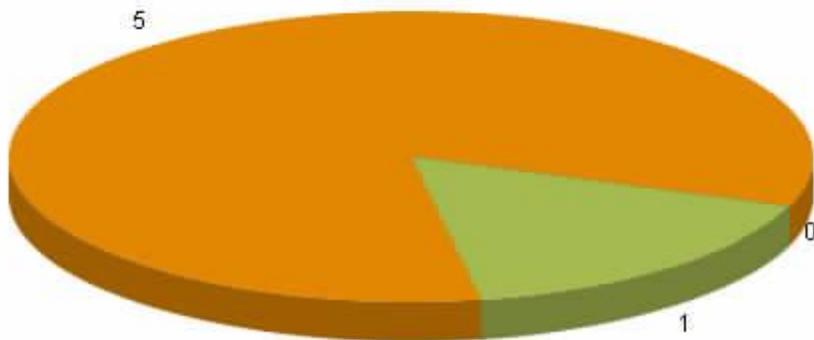
Strongly Agree Agree Unsure
Disagree Strongly Disagree



Question 1:b [Group Assigned: All]

The exercise scenario was plausible and realistic.

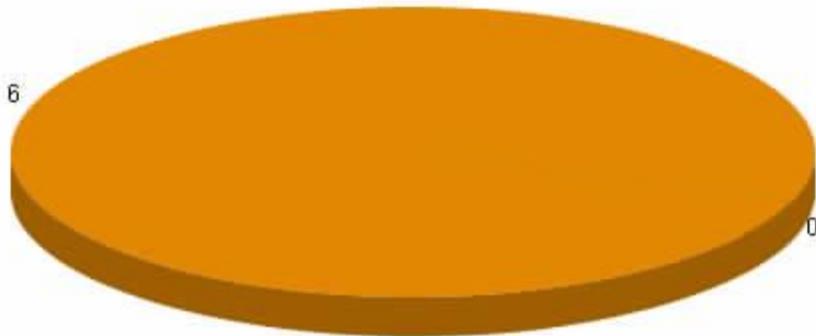
Strongly Agree Agree Unsure
Disagree Strongly Disagree



Question 1:c [Group Assigned: All]

The use of the Tabletop Exercise System Technology (TEST), and its associated videos and media, helped engage us in the scenario.

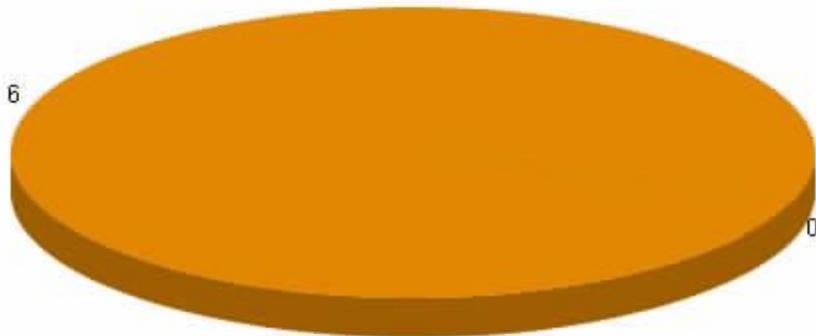
Strongly Agree Agree Unsure
Disagree Strongly Disagree



Question 1:d [Group Assigned: All]

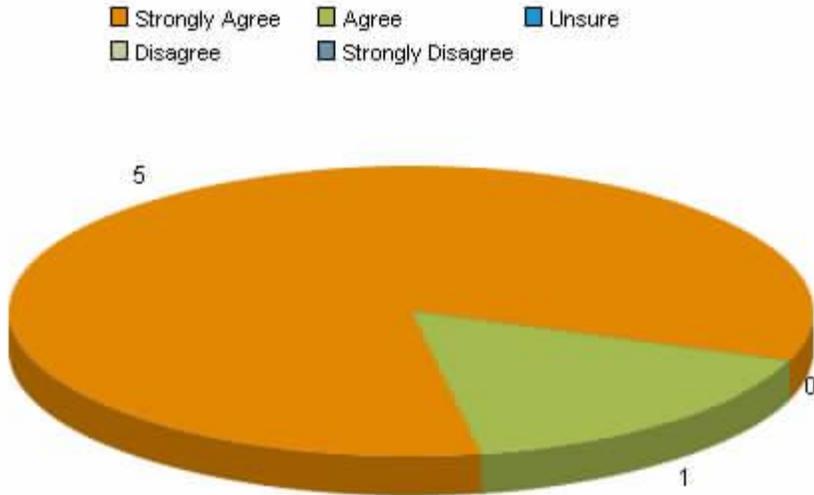
Participation in the exercise was appropriate for someone in my position.

Strongly Agree Agree Unsure
Disagree Strongly Disagree



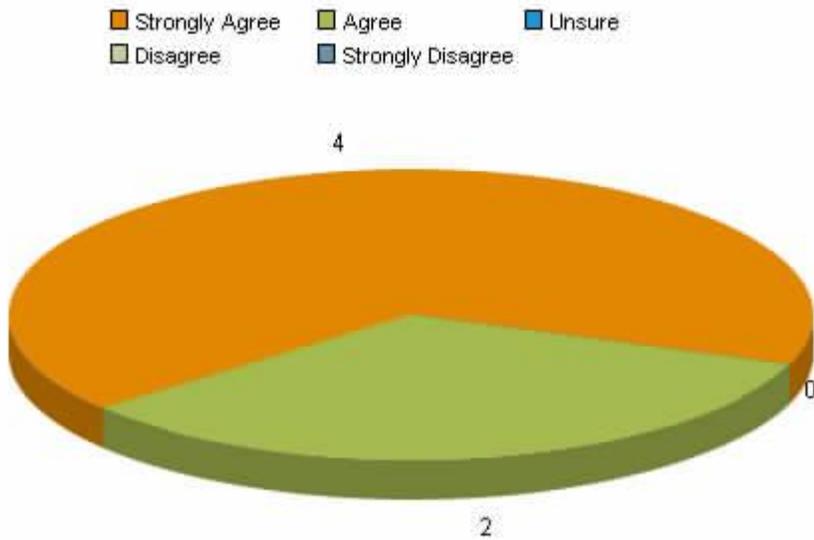
Question 1:e [Group Assigned: All]

The participants included the right people in terms of responsibility, experience and mix of disciplines.



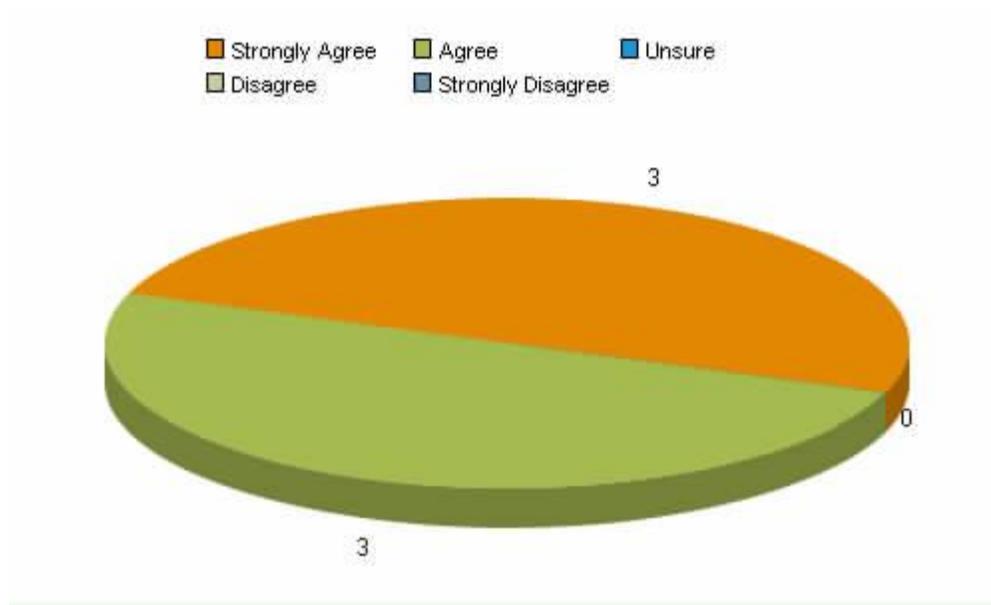
Question 1:f [Group Assigned: All]

This exercise allowed my facility/organization to practice and improve priority capabilities.



Question 1:g [Group Assigned: All]

After this exercise, I believe my facility/organization identified a number of issues that, if improved upon, will better prepare us to deal successfully with an event of this nature.



Appendix G. Complete Transcript

Module 1

Question 1:b [Groups Assigned: President's Group,Provost's Group,VP-University Relations Group,Aux. A Group]

Associated TCL Capability

- Prevent : Information Gathering and Recognition of Indicators and Warnings : Gather Information

Based on your estimations of the university emergency management team's (EMT) capabilities, how would you rate overall the university's "current" ability to identify, obtain and collate the additional information necessary on short notice before a crisis? (Info Gathering)

Provost's Group responded:

Good

VP-University Relations Group responded:

Good

President's Group responded:

Good

Question 1:a [Groups Assigned: President's Group,Provost's Group,VP-University Relations Group,Aux. A Group]

Associated TCL Capability

- Prevent : Information Gathering and Recognition of Indicators and Warnings : Gather Information

Based on the information you know right now and the situation at hand, briefly describe or bullet point what additional information might you want to gather? (Information Gathering)

Provost's Group responded:

- **Current weather conditions**
- **Projected track/time frame**

- *Who are we playing?*
- *Where are we in the academic year? Exam week?*
- *Consequences of cancelling the game?*
- *Consequences of cancelling classes?*

VP-University Relations Group responded:

- *When does athletics make a decision on cancelling athletic events?*
- *Does the EOC have plans to mobilize at this point?*
- *At this point, are there any changes to housing, facilities, etc?*
- *Confirm with Housing which shelters will be utilized in the event of a Hurricane.*

President's Group responded:

- *What time do we expect any affects of the hurricane to reach Tallahassee?*
- *What threat to Tallahassee does the Hurricane Center predict?*
- *Is EOC open?*
- *What are the other sporting event director/superintendent of schools doing?*
- *When is the next weather briefing?*
- *Cell phone contact with VPs.*
- *Are there facilities available to evacuate students and attendees?*

Question 1:a [Groups Assigned: Senior-VP (Fin/Admin) Group,VP-Student Affairs Group 1,VP-Research Group,Aux. B Group,VP-Student Affairs Group 2]

Associated TCL Capability

- *Common : Planning : Conduct Strategic Planning*

Based on the information you know right now and the situation at hand, briefly describe or bullet point what planning issues/topics (if any) you think necessary at this point in time. (Planning)

VP-Student Affairs Group 1 responded:

- 1. notify campus we are monitoring sttorm*
- 2. regular updates to campus*
- 3. begin covnersations with athletics about game logistics; cancellation and/or delay possibilities; how will we deal with extra persons in town for game; communciating with possible guests and other team*
- 4. begin making sure all departments are in prelimianry planning mode; following pre-storm paln*

VP-Student Affairs Group 2 responded:

Prepare for hurricane landing on the weekend.

Does the game time need to be moved up.

Deal with out of town football fans coming into town.

Classes should not be effected through Friday.

What impact will classes and operations have next week.

Convene Emergency Management Team.

Establish communications with County EOC

Senior-VP (Fin/Admin) Group responded:

Sr. level meeting to discuss and learn more

Review existing emergency plan and what each department is responsible for.

Update necessary info

Take stock of upcoming events scheduled for campus

Communication to people affected which may include those outside the campus community

Determine staffing needs

Review evaluation routes and make recommendations

Question 1:b [Groups Assigned: Senior-VP (Fin/Admin) Group,VP-Student Affairs Group 1,VP-Research Group,Aux. B Group,VP-Student Affairs Group 2]

Associated TCL Capability

- *Common : Planning : Conduct Strategic Planning*

Based on your previous answer (above), whom should take part in planning (if any) at this point in time? (Planning)

VP-Student Affairs Group 1 responded:

UPD Chief, Director HRL, VPSA and Senior leadership team, EH&S, Athletics

VP-Student Affairs Group 2 responded:

Campus EOC

Home and Away Athletic Departements for football game.

City and County EOC

Senior-VP (Fin/Admin) Group responded:

Senior level emergency people--cabinet, police, facilities, student affairs, financial and procurement, emergency management, contractors, dining services

Question 1:c [Groups Assigned: Senior-VP (Fin/Admin) Group,VP-Student Affairs Group 1,VP-Research Group,Aux. B Group,VP-Student Affairs Group 2]

Associated TCL Capability

- *Common : Planning : Conduct Strategic Planning*

Based on your estimations of the university emergency management team's (EMT) capabilities, how would you rate overall the university's "current" ability to identify issues and coordinate planning on short notice before a crisis? (Planning)

VP-Student Affairs Group 1 responded:

Excellent

VP-Student Affairs Group 2 responded:

Good

Senior-VP (Fin/Admin) Group responded:

Excellent

Question 2:a [Groups Assigned: President's Group,Provost's Group,VP-University Relations Group,Aux. A Group]

Associated TCL Capability

- *Respond : EMERGENCY PUBLIC INFORMATION AND WARNING : Conduct Media Relations*

Based on the information you know right now and the situation at hand, briefly describe or bullet point what public and media relations issues might arise at this point. (Public Information)

Provost's Group responded:

- *Is the game going to be cancelled?*
- *Why or why not?*
- *Have we established a timeline for decision making?*
- *Traffic concerns?*
- *Travel concerns?*
- *Parent inquiries?*
-

VP-University Relations Group responded:

- *Questions from the media regarding the football game (whether it will be cancelled or not, what the procedure is for rescheduling).*
- *Questions from students, faculty and staff regarding the football game and classes being cancelled.*
- *Shelter/housing questions from students and parents.*
- *Questions from the media regarding the closure of the university.*

President's Group responded:

- *Find outlets to inform visitors about the status of the game?*

- *Call Clemson and discuss.*
- *University community on alert.*

Question 2:b [Groups Assigned: President's Group,Provost's Group,VP-University Relations Group,Aux. A Group]

Associated TCL Capability

- *Respond : EMERGENCY PUBLIC INFORMATION AND WARNING : Conduct Media Relations*

Briefly describe or bullet point what proactive measures you would take with regards to public information and media relations at this point. (Public Information)

Provost's Group responded:

- *Set up a timeline*
- *Designate a spokesperson*
- *Staff support for social media*
- *Prepare a script for all divisions*
- *Follow plan for informing campus*
- *Have direct line to news media*
- *Talk with local emergency management*
- *Assess vulnerable areas on campus*
-

VP-University Relations Group responded:

- *Send a message to all students, faculty and staff making them aware that the university is monitoring the storm. This message would be through email, uwfemergency.org, facebook and twitter.*
- *Send a message to all faculty and staff as a reminder of how to prepare classrooms and offices for severe weather (if needed).*
- *Speak with athletics to determine protocol for cancelling/rescheduling the football game.*

President's Group responded:

- *Work with UWF media to draft and release statements.*
- *Put statement on UWF website.*
- *University community on alert.*

Question 2:c [Groups Assigned: President's Group,Provost's Group,VP-University Relations Group,Aux. A Group]

Associated TCL Capability

- *Respond : EMERGENCY PUBLIC INFORMATION AND WARNING : Conduct Media Relations*

Based on your estimations of the university emergency management team's (EMT) capabilities, how would you rate overall the university's "current" ability to identify and address proactively public information and media relations on short notice before a crisis? (Public Information)

Provost's Group responded:

Good

VP-University Relations Group responded:

Excellent

President's Group responded:

Good

Question 2:a [Groups Assigned: Senior-VP (Fin/Admin) Group,VP-Student Affairs Group 1,VP-Research Group,Aux. B Group,VP-Student Affairs Group 2]

Associated TCL Capability

- *Prevent : Intelligence Analysis and Production : Analyze Information/Intelligence*

Based on the information you know right now and with the additional information you would gather, very briefly analyze and summarize the information (intelligence data) within the context of your group's responsibilities at the university. (Intel Analysis)

VP-Student Affairs Group 1 responded:

We continue to prepare; we know it is Cat 3; expect wind and rain - unsure if tropical or Hurricane Force winds when it makes landfall

Likelihood of cancelling game is high

Likelihood of sheltering/evacuation is low - preparation moving forward

VP-Student Affairs Group 2 responded:

Do you move the football game up?

Alternate location of game?

Postpone game?

When do you notify and create deadlines for decisions.

Senior-VP (Fin/Admin) Group responded:

Individual departments begin to implement their established emergency procedures and preparations.

Question 2:b [Groups Assigned: Senior-VP (Fin/Admin) Group,VP-Student Affairs Group 1,VP-Research Group,Aux. B Group,VP-Student Affairs Group 2]

Associated TCL Capability

- *Prevent : Intelligence Analysis and Production : Analyze Information/Intelligence*

Based on your estimations of the university emergency management team's (EMT) capabilities, how would you rate overall the university's "current" ability to analyze and share with stakeholders the information you have within the context of what you do on short notice before a crisis? (Intel Analysis)

VP-Student Affairs Group 1 responded:

Excellent

VP-Student Affairs Group 2 responded:

Good

Senior-VP (Fin/Admin) Group responded:

Excellent

Question 3:a [Groups Assigned: President's Group,Provost's Group,VP-University Relations Group,Aux. A Group]

Associated TCL Capability

- Respond : EMERGENCY OPERATIONS CENTER MANAGEMENT : Activate EOC/MACC/IOF

Based on the information you know right now and the situation at hand, would you activate the university's emergency management team (EMT) and/or your Emergency Operations Center (EOC) at this point in time? (EOC Management)

Provost's Group responded:

Yes

VP-University Relations Group responded:

Yes

President's Group responded:

Yes

Question 3:b [Groups Assigned: President's Group,Provost's Group,VP-University Relations Group,Aux. A Group]

Associated TCL Capability

- Respond : EMERGENCY OPERATIONS CENTER MANAGEMENT : Activate EOC/MACC/IOF

If "yes", briefly describe or bullet point what actions you would have the EMT/EOC undertake. If "no", briefly describe what would trigger you to activate the EMT/EOC. (EOC Management)

Provost's Group responded:

- *Notify Emerald Coast students/faculty to be alert to updates.*
- *Secure marine equipment*
- *In anticipation of heavy weather, deploy usual procedures for covering equipment.*
- *Because the potential landfall will happen on a weekend, will need to be proactive with procedures above.*
- *Particular problem area is our inability to identify affected students -- those who take their classes at Emerald Coast.*

VP-University Relations Group responded:

- *Review the course schedule, calendar of events to determine cancellations, specifically for the Emerald Coast campus.*

- **Coordinate with Northwest Florida State College regarding closure of the Fort Walton Beach campus.**
- **Ensure all of the on-campus shelters are prepared.**
- **Coordinate with WUWF regarding information for the storm.**
- **Prepare to house communications at WUWF in the event the area loses power during the storm.**

President's Group responded:

- **Designate on campus shelters and supply them.**

Question 3:c [Groups Assigned: President's Group,Provost's Group,VP-University Relations Group,Aux. A Group]

Associated TCL Capability

- *Respond : EMERGENCY OPERATIONS CENTER MANAGEMENT : Activate EOC/MACC/IOF*

Based on your estimations of the university emergency management team's (EMT) capabilities, how would you rate overall the university's "current" criteria and ability to activate and operate the university's emergency management team on short notice before a crisis? (EOC Management)

Provost's Group responded:

Fair

VP-University Relations Group responded:

Good

President's Group responded:

Excellent

Question 3:a [Groups Assigned: Senior-VP (Fin/Admin) Group,VP-Student Affairs Group 1,VP-Research Group,Aux. B Group,VP-Student Affairs Group 2]

Associated TCL Capability

- *N/A*

Based on the information you know right now and the situation at hand, what is your estimation of risk to the following university locations: (Risk Management) Medical School - Pensacola

Marine Laboratory

Panama City Campus

Marianna

Main Campus

Rating Scale

Severe

Moderate

Minimal

Non-Existent

VP-Student Affairs Group 1 responded:

Pensacola/Panama -City (Marine Lab) severe Risk

Main Campus/Mariana - moderate

VP-Student Affairs Group 2 responded:

Marine Lab - Severe

Medical School - Moderate

Panama City - Moderate

Marianna - Minimal

main campus - Minimal

Senior-VP (Fin/Admin) Group responded:

Pensacola and surrounding areas--moderate

We continue planning for changes in forecast

Question 3:b [Groups Assigned: Senior-VP (Fin/Admin) Group,VP-Student Affairs Group 1,VP-Research Group,Aux. B Group,VP-Student Affairs Group 2]

Associated TCL Capability

- *Common : Risk Management : Assess Risks*

No matter your estimation of risk (above), briefly describe or bullet point what actions (if any) would you recommend to mitigate risk exposure to university facilities/property/personnel? (Risk Management)

VP-Student Affairs Group 1 responded:

1. follow established unit protocol

2. work with MCS to ensure specific information gets to all students/parents/families; consistent and unified messaging

VP-Student Affairs Group 2 responded:

Secure all loose equipment on all campuses.

Prepare for a major storm to hit all campus.

Prepare to cancel classes on Monday

Secure offices before leaving on Friday.

Communicate with Resident and commutor students about preparing for the storm.

Inventory / cancel weekend events.

Senior-VP (Fin/Admin) Group responded:

communication

continuous assessment

Question 3:c [Groups Assigned: Senior-VP (Fin/Admin) Group,VP-Student Affairs Group 1,VP-Research Group,Aux. B Group,VP-Student Affairs Group 2]

Associated TCL Capability

- *Common : Risk Management : Assess Risks*

Based on your estimations of the university emergency management team's (EMT) capabilities, how would you rate overall the university's "current" ability to identify and mitigate risk exposure to university facilities/property/personnel on short notice before a crisis? (Risk Management)

VP-Student Affairs Group 1 responded:

Excellent

VP-Student Affairs Group 2 responded:

Good

Senior-VP (Fin/Admin) Group responded:

Excellent

Question 4:a [Groups Assigned: President's Group,Provost's Group,VP-University Relations Group,Aux. A Group]

Associated TCL Capability

- *N/A*

Based on the information you know right now and the situation at hand, briefly describe or bullet point any issues surrounding university athletic events (of any kind), a significant student population housed on-campus and Tallahassee as a regional hurricane evacuation host destination. (Shelter)

Provost's Group responded:

- *Cancel the game.*
- *Consult with local officials regarding responsibilities for offering shelter.*
- *Make a decision whether to cancel classes on Monday/inform faculty.*
- *Inform students of campus shelter procedures.*
- *Continue social media updates.*
- *Prepare for power outages.*

VP-University Relations Group responded:

- *The game needs to be cancelled early enough to allow people to evacuate the area.*
- *Determining if Friday's classes or other events are going to be cancelled.*
- *If cancellations occur, ensuring we communicate effeciently and quickly with all known constituents.*

President's Group responded:

- *Cancel all UWF events.*
- *Coordinate with the and county to locate additional shelters.*
- *Open all UWF shelters.*
- *Advise students to evacuate if possible or make plans to shelter in place.*

Question 4:b [Groups Assigned: President's Group,Provost's Group,VP-University Relations Group,Aux. A Group]

Associated TCL Capability

- *N/A*

Based on your previous answers (above), briefly describe or bullet point what information, planning, resource and public information issues should be addressed now. (Shelter)

Provost's Group responded:

- *Cancellation of classes.*
- *Student shelters/public shelters*
- *Evacuation plans.*
-

VP-University Relations Group responded:

- *Communicating with all publics that the game will be cancelled.*
- *Communicating with faculty, staff and students if classes will be cancelled.*
- *Communicating with parents/students what shelter areas are available for students.*

President's Group responded:

- *Determine the number of students we expect to remain on campus during the storm.*
- *Recheck supplies.*
- *Have provost alert faculty and staff to protect equipment and facilities.*

Question 4:c [Groups Assigned: President's Group,Provost's Group,VP-University Relations Group,Aux. A Group]

Associated TCL Capability

- N/A

Is it likely or not that the university could find itself in the position of having to provide shelter/refuge to a large population (student or otherwise) for a significant amount of time? (Shelter)

Provost's Group responded:

No

VP-University Relations Group responded:

Yes

President's Group responded:

Yes

Question 4:d [Groups Assigned: President's Group,Provost's Group,VP-University Relations Group,Aux. A Group]

Associated TCL Capability

- N/A

If "yes", briefly describe or bullet point what shelter/refuge related actions you would have the EMT/EOC undertake. If "no", briefly describe why you feel that either this large population would not materialize or why shelter/refuge would not be necessary. (shelter)

Provost's Group responded:

VP-University Relations Group responded:

- **Shelter would be in the HLES building, as it is a red cross shelter.**

President's Group responded:

- **Completed.**
- **Critical staff put on alert.**

Question 4:e [Groups Assigned: President's Group,Provost's Group,VP-University Relations Group,Aux. A Group]

Associated TCL Capability

- N/A

Based on your estimations of the university emergency management team's (EMT) capabilities, how would you rate overall the university's "current" ability to identify and act upon the potential for shelter/refuge needs on short notice before a crisis? (Shelter)

Provost's Group responded:

Good

VP-University Relations Group responded:

Good

President's Group responded:

Excellent

Question 4:a [Groups Assigned: Senior-VP (Fin/Admin) Group,VP-Student Affairs Group 1,VP-Research Group,Aux. B Group,VP-Student Affairs Group 2]

Associated TCL Capability

- *Protect : Critical Infrastructure Protection : Assess Risks*

Based on the information you know right now and the situation at hand, briefly describe or bullet point any issues surrounding university infrastructure, environmental and safety concerns. (Infrastructure & Environmental Health)

VP-Student Affairs Group 1 responded:

- 1. evacuate satellite campus; work with Provost to ensure communication/services to students is consistently managed***
- 2. game postponed; Athletics and MCS - communication plan to guests/fans/media***
- 3. Institution is working closely with local and state emergency management (Peter) - we will take lead on main campus closure from local emergency management***
- 4. prep student emergency shelter (Building 4)***
- 5. assign time to close residence halls; communicate with all residents about leaving housing; shelter for those who have no where to go***
- 6. continue to work with MCS to ensure correct information is being released***

VP-Student Affairs Group 2 responded:

- Cancelling and rescheduling game.***
- Activate Emergency webpages***
- Emergency communications plan goes***
- All campus events cancelled.***
- All campus emergency plans go into effect***
- Other athletic teams travel needs to be evaluated.***
- Campus shelters activated.***

Senior-VP (Fin/Admin) Group responded:

- storm water***
- roads***
- drinking water***

emergency generators ready

Question 4:b [Groups Assigned: Senior-VP (Fin/Admin) Group,VP-Student Affairs Group 1,VP-Research Group,Aux. B Group,VP-Student Affairs Group 2]

Associated TCL Capability

- *Protect : Critical Infrastructure Protection : Assess Risks*

Based on your previous answers (above), briefly describe or bullet point what actions you would recommend take place to mitigate damage to, or function of infrastructure given expected impacts to university facilities. (Infrastructure & Environmental Health)

VP-Student Affairs Group 1 responded:

1. follow internal protocols to prep buildings for potential storm impact; Housing, recreation, athletics, Commons

VP-Student Affairs Group 2 responded:

All pre hurricane plans should be in effect

Senior-VP (Fin/Admin) Group responded:

execute our storm preparation infrastructure plan

Question 4:c [Groups Assigned: Senior-VP (Fin/Admin) Group,VP-Student Affairs Group 1,VP-Research Group,Aux. B Group,VP-Student Affairs Group 2]

Associated TCL Capability

- *Protect : Critical Infrastructure Protection : Assess Risks*

Based on your previous answers (above), briefly describe or bullet point what actions you would recommend take place to mitigate safety or environmental concerns given expected impacts to university facilities. (Infrastructure & Environmental Health)

VP-Student Affairs Group 1 responded:

follow internal protocols

VP-Student Affairs Group 2 responded:

All pre hurricane plans should be in effect.

Senior-VP (Fin/Admin) Group responded:

evacuation plans

identify storm shelters

decisions about cancelling classes and events

Question 4:d [Groups Assigned: Senior-VP (Fin/Admin) Group,VP-Student Affairs Group 1,VP-Research Group,Aux. B Group,VP-Student Affairs Group 2]

Associated TCL Capability

- *Protect : Critical Infrastructure Protection : Assess Risks*

Based on your estimations of the university emergency management team's (EMT) capabilities, how would you rate overall the university's "current" ability to identify,

***safeguard or mitigate damage to university infrastructure on short notice before a crisis?
(Infrastructure & Environmental Health)***

VP-Student Affairs Group 1 responded:
Excellent

VP-Student Affairs Group 2 responded:
Good

Senior-VP (Fin/Admin) Group responded:
Excellent

Question 5:a [Group Assigned: All]

Associated TCL Capability

- *Respond : CRITICAL RESOURCE LOGISTICS AND DISTRIBUTION : Acquire Resources*

Based on the information you know right now and the situation at hand, briefly describe or bullet point the "essential" resources you need now or think you will need immediately after the storm. (Resource Management)

VP-Student Affairs Group 1 responded:

- 1. assessment of campus becomes top priority - A List can come to campus for this purpose*
- 2. shelter - how long are we going to stay in 4 and will we move to Commons*
- 3. work with International programs - where will students go after the shelter; if halls not open*
- 4. permanent staff who live on campus - home damage*

Provost's Group responded:

- *Ability to communicate with students/faculty*
- *Food/shelter for students*
-

VP-Student Affairs Group 2 responded:

In shelter and ready to assess damage on Sunday.

Senior-VP (Fin/Admin) Group responded:

Generators

People, facilities, contractors

Food and water

VP-University Relations Group responded:

- *Shelter resource information*
- *Evacuation information*
- *Crisis communication teams and protocols in place (coordinating staff, communication with EEOC, WUWF, etc)*
- *Executive briefing and coordination schedule and protocols*
- *Campus cancellation and closing information/timelines/protocols communicated to appropriate constituents*
- *Post-storm planning and protocols need to enter the planning and preparation process*

President's Group responded:

- *Generators*
- *Fuel*
- *Water*
- *Food*
- *MREs*
- *Rescue Equipment*

Question 5:b [Group Assigned: All]

Associated TCL Capability

- *Respond : CRITICAL RESOURCE LOGISTICS AND DISTRIBUTION : Acquire Resources*

Based on the information you know right now and the situation at hand and your previous answer (above), how likely is it that you can acquire these resources in the time remaining? (Resource Management)

VP-Student Affairs Group 1 responded:

Likely

Provost's Group responded:

Likely

VP-Student Affairs Group 2 responded:

Not Likely

Senior-VP (Fin/Admin) Group responded:

Likely

VP-University Relations Group responded:

Likely

President's Group responded:

Likely

Question 5:c [Group Assigned: All]

Associated TCL Capability

- *Respond : CRITICAL RESOURCE LOGISTICS AND DISTRIBUTION : Acquire Resources*

Based on the information you know right now and the situation at hand, briefly describe or bullet point what research/animal issues (if any) you think would be relevant at this point in time. (Resource Management)

VP-Student Affairs Group 1 responded:
N/A

Provost's Group responded:

- *Identify dangerous micro-organisms*
- *Lab animals*
- *Marine specimens*
- *Data collections*
- *Archaeology collections/archives*
- *Library archives/special collections*

VP-Student Affairs Group 2 responded:
Not relevant to Student Affairs

Senior-VP (Fin/Admin) Group responded:
B. 58 would execute their plan

VP-University Relations Group responded:
President's Group responded:

- *Staff advised to care for animals in place and preserve scientific data*

Question 5:d [Group Assigned: All]

Associated TCL Capability

- *Respond : CRITICAL RESOURCE LOGISTICS AND DISTRIBUTION : Acquire Resources*

Based on your estimations of the university emergency management team's (EMT) capabilities, how would you rate overall the university's "current" ability to identify and act upon resource and research issues on short notice before a crisis? (Resource Management)

VP-Student Affairs Group 1 responded:
Good

Provost's Group responded:
Fair

VP-Student Affairs Group 2 responded:
Good

Senior-VP (Fin/Admin) Group responded:
Excellent

VP-University Relations Group responded:
Good

President's Group responded:
Excellent

Question 6:a [Group Assigned: All]

Associated TCL Capability

- N/A

In a short descriptive title or sentence, please list the most important single issue highlighted by this portion of the exercise that the university could improve upon in your group's opinion? (Improvement Plan)

VP-Student Affairs Group 1 responded:

inter connectedness of communication message

What is back up plan if modes of communications go away; need to identify alternative means

Provost's Group responded:

- *Timely communication*
- *Depth on the bench -- if key person is out of town/country/there could be a big problem.*

VP-Student Affairs Group 2 responded:

We feel adequately prepared in the prep phase.

How and when are the deadlines of communications on cancelling student activities including football games.

Senior-VP (Fin/Admin) Group responded:

A plan for if cell phones don't work

VP-University Relations Group responded:

- *Clear determination of cancellation of events (as it triggers a stream of preparatory actions).*

President's Group responded:

- *Regional transportation issues*

Question 6:b [Group Assigned: All]

Associated TCL Capability

- N/A

What should the university do specifically to address or improve upon this issue? (Improvement Plan)

VP-Student Affairs Group 1 responded:

what is alternate communications plan

Provost's Group responded:

- *Continue to refine existing communication ability to target different audiences without blanket blasts to all.*
- *Identify backup persons in all areas.*

VP-Student Affairs Group 2 responded:
Activities like this will help.

Senior-VP (Fin/Admin) Group responded:
determine a predetermined meeting time and location post store for organizational meeting should communications be out

VP-University Relations Group responded:

- *Advanced cancellation to allow populations to engage preparatory and precautionary protocols and procedures.*

President's Group responded:
Better planning with local transportation authorities

Question 6:c [Group Assigned: All]

Associated TCL Capability

- *N/A*

In your opinion, who within the university should be tasked with acting upon this issue? (Improvement Plan)

VP-Student Affairs Group 1 responded:

executive leadership - MCS

Provost's Group responded:

- *Peter.*

VP-Student Affairs Group 2 responded:
How early can we cancel the football game.

Senior-VP (Fin/Admin) Group responded:
Emergency Management

VP-University Relations Group responded:

- *President*

President's Group responded:
Peter Robinson

Question 6:d [Group Assigned: All]

Associated TCL Capability

- *N/A*

Remembering that Rome was not built in a day, when would it be reasonable for those tasked to have implemented this improvement? (Improvement Plan)

VP-Student Affairs Group 1 responded:
6 months

Provost's Group responded:

- *Three months.*

VP-Student Affairs Group 2 responded:
Cabinet to VPSA Leadership team

Senior-VP (Fin/Admin) Group responded:
Prior to the next storm--within a month

VP-University Relations Group responded:

- *The President already functions in this fashion, however it is a critical action in the exercise.*

President's Group responded:
Before next hurricane season. May 2015

Module 2

Question 1:a [Group Assigned: All]

Associated TCL Capability

- *N/A*

An "objective" is a statement to others about reaching a goal. An "objective" statement should include "who" should be striving to meet the goal, what the goal is, "when, where, how or other conditions the goal is to be achieved under and a standard by which achievement of the goal can be measured. Using the rubric above, please discuss the most important "objective" your group thinks would be essential to give to the university's emergency management team (EMT) when a Hurricane Watch (48 hours before landfall) is issued for an area including Main Campus or any other FSU location. (Incident Action Plan - Pre-Landfall)

Question 1:b [Group Assigned: All]

Associated TCL Capability

- *N/A*

"Tasks" or "activities" are the specific methods, time-frames or other conditions necessary to achieve the goal in an "objective" statement. "Tasks and "activities" always have designated "responsible parties" associated with them as well. Given your "objective" statement (above) please list the "tasks" or "activities", including specifics and responsible parties, necessary to achieve the goal of the "objective". (Incident Action Plan - Pre-Landfall) (NOTE: Given the time available (ask the facilitator), your group may complete additional iterations of this activity by clicking on the "PROCEED" button below.)

Question 2:a [Group Assigned: All]

Associated TCL Capability

- N/A

An "objective" is a statement to others about reaching a goal. An "objective" statement should include "who" should be striving to meet the goal, what the goal is, "when, where, how or other conditions the goal is to be achieved under and a standard by which achievement of the goal can be measured. Using the rubric above, please discuss the most important "objective" your group thinks would be essential to give to the university's emergency management team (EMT) when a Hurricane Watch (48 hours before landfall) is issued for an area including Main Campus or any other FSU location. (Incident Action Plan - Pre-Landfall)

Question 2:b [Group Assigned: All]

Associated TCL Capability

- N/A

"Tasks" or "activities" are the specific methods, time-frames or other conditions necessary to achieve the goal in an "objective" statement. "Tasks and "activities" always have designated "responsible parties" associated with them as well. Given your "objective" statement (above) please list the "tasks" or "activities", including specifics and responsible parties, necessary to achieve the goal of the "objective". (Incident Action Plan - Pre-Landfall) (NOTE: Given the time available (ask the facilitator), your group may complete additional iterations of this activity by clicking on the "PROCEED" button below.)

Question 3:a [Group Assigned: All]

Associated TCL Capability

- N/A

An "objective" is a statement to others about reaching a goal. An "objective" statement should include "who" should be striving to meet the goal, what the goal is, "when, where, how or other conditions the goal is to be achieved under and a standard by which achievement of the goal can be measured. Using the rubric above, please discuss the most important "objective" your group thinks would be essential to give to the university's emergency management team (EMT) when a Hurricane Watch (48 hours before landfall) is issued for an area including Main Campus or any other FSU location. (Incident Action Plan - Pre-Landfall)

Question 3:b [Group Assigned: All]

Associated TCL Capability

- N/A

"Tasks" or "activities" are the specific methods, time-frames or other conditions necessary to achieve the goal in an "objective" statement. "Tasks and "activities" always have designated "responsible parties" associated with them as well. Given your "objective" statement (above)

please list the "tasks" or "activities", including specifics and responsible parties, necessary to achieve the goal of the "objective". (Incident Action Plan - Pre-Landfall)

Module 3

Question 1:a [Groups Assigned: President's Group,Provost's Group,VP-University Relations Group,Aux. A Group]

Associated TCL Capability

- *Common : Communications : Provide Incident Command/First Responder/First Receiver/Interoperable Communications*

Based on the information you know right now and the situation at hand, briefly describe or bullet point the "emergency communications" concerns you have both internal and external to campus. (Communications)

Provost's Group responded:

- *Ability to communicate -- low tech?*
- *Remind people campus is locked down and they can't come in.*
- *Fielding calls from parents.*
- *Emergency vehicle access/communication?*

VP-University Relations Group responded:

- *Have all information readily available for the media.*
- *Media will attempt to come on campus, so we need to ensure that university police are blocking all entrances.*
- *Need to communicate with parents regarding the status of the students who are injured.*
- *Prepare a damage assessment of all buildings/services and communicate with all audiences.*

President's Group responded:

Immediately advise people to stay in place due to downed power lines

Immediately evacuate gas leak steam plant, after shutting down power

Devise some form of emergency communications; perhaps carrier pigeons. Radio, runner, etc.

Communicate that emergency police station has been set up.

Continue to keep campus closed

Communicate situation to County Emergency personnel to fix gas leaks, power lines, etc.

Continue communications with parents.

Question 1:b [Groups Assigned: President's Group,Provost's Group,VP-University Relations Group,Aux. A Group]

Associated TCL Capability

- *Common : Communications : Provide Incident Command/First Responder/First Receiver/Interoperable Communications*

**Based on your previous answer (above), what actions would you take to re-establish "and maintain" emergency communications with campus and/or near campus facilities?
(Communications)**

Provost's Group responded:

- *Initiate recovery plans for communication services as needed based on priorities.*
- *Launch redundant communication media.*
- *Blast repeated messages.*
- *Announce regular updates.*

VP-University Relations Group responded:

- *Communications will be housed at WUWF and utilize backup batteries to communicate via social media and website. We'll use WUWF phone lines if needed.*

President's Group responded:

Radio station.

Website.

ARgo alert.

Question 1:c [Groups Assigned: President's Group,Provost's Group,VP-University Relations Group,Aux. A Group]

Associated TCL Capability

- *Common : Communications : Provide Incident Command/First Responder/First Receiver/Interoperable Communications*

**Identify the types of information that would be most important to gather once "emergency communications" had been re-established with campus and/or near campus facilities.
(Communications)**

Provost's Group responded:

- *Casualties.*
- *Danger zones.*
- *Food/shelter access.*
- *Medical treatment facilities.*

VP-University Relations Group responded:

- *Determine access to campus.*
- *Determine number of injuries and if parents have been notified.*
- *Determine availability of electricity.*
- *Determine if there are additional hazards on campus.*

President's Group responded:

Possible injuries; medical assistance.

Status on facilities

Status on road conditions on campus and nearby.

Reestablish communications between staff and supervisors.

Situation with respect to food and emergency supplies in shelters

Briefing executive staff.

Question 1:d [Groups Assigned: President's Group,Provost's Group,VP-University Relations Group,Aux. A Group]

Associated TCL Capability

- *Respond : CITIZEN EVACUATION AND SHELTER-INPLACE : Manage Incoming Evacuees*

Based on the information you know right now and the situation at hand, identify the hazards associated with moving anyone from an on/or near campus facility that has been damaged or is uninhabitable to somewhere safe, and what could be done to mitigate the danger. (Evacuation)

Provost's Group responded:

- *Unidentified hazards -- still don't have a full picture of campus.*
- *Defer to local authorities.*

VP-University Relations Group responded:

- *Bring in emergency crews to deal with the hazards before getting students/faculty/staff to safety.*

President's Group responded:

Downed Trees and power lines.

Tell people to shelter in place as much as possible; devise method to deliver to them the supplies they need.

Question 1:e [Groups Assigned: President's Group,Provost's Group,VP-University Relations Group,Aux. A Group]

Associated TCL Capability

- *Common : Communications : Provide Incident Command/First Responder/First Receiver/Interoperable Communications*

Based on your estimations of the university emergency management team's (EMT) capabilities, how would you rate overall the university's "current" abilities to re-establish minimal "emergency communications" with campus facilities and then gathering critical information necessary to safeguard life in a post-disaster environment? (Communications)

Provost's Group responded:

Fair

VP-University Relations Group responded:

Excellent

President's Group responded:

Excellent

Question 1:f [Groups Assigned: President's Group,Provost's Group,VP-University Relations Group,Aux. A Group]

Associated TCL Capability

- *Respond : CITIZEN EVACUATION AND SHELTER-INPLACE : Manage Incoming Evacuees*

Based on your estimations of the university emergency management team's (EMT) capabilities, how would you rate overall the university's "current" abilities to relocate or "evacuate" in a safe manner anyone on/or near campus from an unsafe to safe structure in a post-disaster environment? (Evacuation)

Provost's Group responded:

Weak

VP-University Relations Group responded:

Fair

President's Group responded:

Fair

Question 1:a [Groups Assigned: Senior-VP (Fin/Admin) Group,VP-Student Affairs Group 1,VP-Research Group,Aux. B Group,VP-Student Affairs Group 2]

Associated TCL Capability

- *Respond : SEARCH AND RESCUE (LAND-BASED) : Conduct Search and Rescue Reconnaissance*

3.1a Based on the information you know right now and the situation at hand, briefly describe or bullet point the "life safety" concerns you have for "anyone" on or near campus. (Search & Rescue)

VP-Student Affairs Group 1 responded:

1. explosion; downed power lines; water contamination; basic life safety

2. people in a shelter

3. UPD and first responders on campus

VP-Student Affairs Group 2 responded:

Roof Callapse

Power lines down.

Debris across campus

injuries in resident hall

gas leak

construction crane over building

Senior-VP (Fin/Admin) Group responded:

injuries in hall and how to get to them

difficulties in getting around campus

gas leaks

downed power lines

Question 1:b [Groups Assigned: Senior-VP (Fin/Admin) Group,VP-Student Affairs Group 1,VP-Research Group,Aux. B Group,VP-Student Affairs Group 2]

Associated TCL Capability

- Respond : SEARCH AND RESCUE (LAND-BASED) : Conduct Search and Rescue Reconnaissance

Based on your previous answer (above), what actions would you take to discover the "life safety" issues on or near campus you "don't" know about? (Search & Rescue)

VP-Student Affairs Group 1 responded:

1. initial assessment for damage and environmental risks (small, expert team)

VP-Student Affairs Group 2 responded:

Designate appropriate staff to inspect buildings by foot or gator.

Inventory if people are in buildings.

Senior-VP (Fin/Admin) Group responded:

post storm assessment team that physically goes to each location

Question 1:c [Groups Assigned: Senior-VP (Fin/Admin) Group,VP-Student Affairs Group 1,VP-Research Group,Aux. B Group,VP-Student Affairs Group 2]

Associated TCL Capability

- Respond : RESPONDER SAFETY AND HEALTH : Site/Incident Specific Safety and Health Training

Based on the information you know right now and the situation at hand, identify the hazards to the personnel tasked with discovering these, as of yet, unknown "life safety" situations on or near campus and what could be done to mitigate the danger. (Safety)

VP-Student Affairs Group 1 responded:

1. proper training (in advance)

2. work with local agencies and experts to safely assess; UWF BFF has great relationships with appropriate off campus city/conty experts (Peter is conduit)

VP-Student Affairs Group 2 responded:

Identify downed power lines

Gas leaks

Unstable structures

Senior-VP (Fin/Admin) Group responded:

electrocution

gas exposure

falling objects

Question 1:d [Groups Assigned: Senior-VP (Fin/Admin) Group,VP-Student Affairs Group 1,VP-Research Group,Aux. B Group,VP-Student Affairs Group 2]

Associated TCL Capability

- Respond : SEARCH AND RESCUE (LAND-BASED) : Conduct Search and Rescue Reconnaissance

**Based on your estimations of the university emergency management team's (EMT) capabilities, how would you rate overall the university's ability to search for, and possibly rescue victims of, hazardous life threatening situation in a post-disaster environment?
(Search & Rescue)**

VP-Student Affairs Group 1 responded:

Good

VP-Student Affairs Group 2 responded:

Weak

Senior-VP (Fin/Admin) Group responded:

Weak

Question 1:e [Groups Assigned: Senior-VP (Fin/Admin) Group,VP-Student Affairs Group 1,VP-Research Group,Aux. B Group,VP-Student Affairs Group 2]

Associated TCL Capability

- Respond : RESPONDER SAFETY AND HEALTH : Site/Incident Specific Safety and Health Training

Based on your estimations of the university emergency management team's (EMT) capabilities, how would you rate overall the university's "current" capabilities and training to conduct critical post-disaster operations on and/or near campus in a safe manner? (Safety)

VP-Student Affairs Group 1 responded:
Good

VP-Student Affairs Group 2 responded:
Good

Senior-VP (Fin/Admin) Group responded:
Good

Question 2:a [Groups Assigned: President's Group, Provost's Group, VP-University Relations Group, Aux. A Group]

Associated TCL Capability

• *Common : Intelligence and Information Sharing and Dissemination : Incorporate All Stakeholders in Information Flow*

Based on the information you know right now and the situation at hand, briefly describe or bullet point the issues on which the City of Tallahassee and Leon County would be focused. (Intel Sharing)

Provost's Group responded:

- *Restoring power.*
- *Clearing roads.*
- *Restoring communication.*
- *Utilities.*

VP-University Relations Group responded:

- *Boil water notice*
- *Providing food and water to all residents.*
- *Getting residents/citizens to safety.*
- *Clearing the roadways.*
- *Coordinating with Red Cross.*

President's Group responded:

Maintaining emergency supplies

Restoring power

Infrastructure

Law Enforcement measures; curfew, etc

Traffic signals; passability of roadways.

Question 2:b [Groups Assigned: President's Group,Provost's Group,VP-University Relations Group,Aux. A Group]

Associated TCL Capability

- *Common : Intelligence and Information Sharing and Dissemination : Incorporate All Stakeholders in Information Flow*

Based on your previous answer (above), briefly describe how municipal/county issues would impact FSU's efforts on/or near campus. (Intel Sharing)

Provost's Group responded:

- *We would be dependent on their ability to clear roads.*
- *Where are we in the priority?*

VP-University Relations Group responded:

- *Communicate with the county regarding an update to access roads in and out of the campus.*
- *Communicate with the county regarding their plans for providing food and water to residents.*

President's Group responded:

availability of utilities - we will have to do more if they cannot support

competition for supplies- water, food, fuel

transportation availability

Question 2:c [Groups Assigned: President's Group,Provost's Group,VP-University Relations Group,Aux. A Group]

Associated TCL Capability

- *Common : Intelligence and Information Sharing and Dissemination : Incorporate All Stakeholders in Information Flow*

Based on the information you know right now and the situation at hand, identify information that would be critical for FSU to share with local governments, and for local governments to share with FSU. (Intel Sharing)

Provost's Group responded:

- *Supply shortage.*
- *Medical needs.*
- *Number of individuals trapped on campus.*

VP-University Relations Group responded:

- *How many students are on campus.*
- *How many students are injured.*
- *What facilities/utilities are operational.*
- *Any other issues that the university is facing.*

President's Group responded:

Status on shelters - number of students still on campus

Status of injuries

Status of transportation and utilities

Fact that campus remains closed.

Question 2:d [Groups Assigned: President's Group,Provost's Group,VP-University Relations Group,Aux. A Group]

Associated TCL Capability

- *Common : Intelligence and Information Sharing and Dissemination : Incorporate All Stakeholders in Information Flow*

Based on your estimations of the university emergency management team's (EMT) capabilities, how would you rate overall the university's "current" ability to provide and share "relevant" information with local governments in a post-disaster environment? (Intel Sharing)

Provost's Group responded:

Good

VP-University Relations Group responded:

Excellent

President's Group responded:

Good

Question 2:a [Groups Assigned: Senior-VP (Fin/Admin) Group,VP-Student Affairs Group 1,VP-Research Group,Aux. B Group,VP-Student Affairs Group 2]

Associated TCL Capability

- *Respond : MASS CARE (SHELTERING, FEEDING, AND RELATED SERVICES) : Shelter General Population*

Based on the information you know right now and the situation at hand, briefly describe or bullet point the issues associated with ongoing "mass care" needs for "anyone" that will be in or near campus facilities for a number of days. (Mass Care)

VP-Student Affairs Group 1 responded:

1. planned/informal programming - this done in advance

2. communicatio with students and staff in shelter about the realities/risks of campus situation and dangers of leaving

3. prepped with supplies for four days

VP-Student Affairs Group 2 responded:

Replenish food, water, toiletries, first aid.

How do we boil water?

Is the campus kitchen available and operational

How do we distribute the food and water.

For us everyone should be in one shelter location but not in multiple res halls.

Senior-VP (Fin/Admin) Group responded:

minimize by evacuating

plan in place for providing food and water

medical care professionals on hand

Question 2:b [Groups Assigned: Senior-VP (Fin/Admin) Group,VP-Student Affairs Group 1,VP-Research Group,Aux. B Group,VP-Student Affairs Group 2]

Associated TCL Capability

- *Respond : MASS CARE (SHELTERING, FEEDING, AND RELATED SERVICES) : Shelter General Population*

Based on your previous answer (above), what minimal "mass care" services are acceptable for "anyone" in this situation for multiple days? (Mass Care)

VP-Student Affairs Group 1 responded:

water, food, sanitation, emergency medical

VP-Student Affairs Group 2 responded:

Basic medical care

Food water

Place to sleep

toilet facilities

Senior-VP (Fin/Admin) Group responded:

food and water

medical care

sanitary facilities

Question 2:c [Groups Assigned: Senior-VP (Fin/Admin) Group,VP-Student Affairs Group 1,VP-Research Group,Aux. B Group,VP-Student Affairs Group 2]

Associated TCL Capability

- Respond : MASS CARE (SHELTERING, FEEDING, AND RELATED SERVICES) : Shelter General Population

Based on the information you know right now, the situation at hand and your definition of minimally acceptable mass care services (direct above), what actions should FSU take to provide those services to "anyone" in or near campus facilities. (Mass Care)

VP-Student Affairs Group 1 responded:

per policy/protocol the shelter is prepped/stocked for four days

VP-Student Affairs Group 2 responded:

We will manage our on campus students. The Red Cross manages the HLS community shelter.

The plan includes stocking all emergency supplies throughout hurricane season so we are ready.

Senior-VP (Fin/Admin) Group responded:

provide before hand for the delivery of food and water once travel is safe

secure in advance the services of the medical professionals

ensure for emergency generators and fuel for running the generators

Question 2:d [Groups Assigned: Senior-VP (Fin/Admin) Group,VP-Student Affairs Group 1,VP-Research Group,Aux. B Group,VP-Student Affairs Group 2]

Associated TCL Capability

- Respond : MASS CARE (SHELTERING, FEEDING, AND RELATED SERVICES) : Shelter General Population

Based on your estimations of the university emergency management team's (EMT) capabilities, how would you rate overall the university's "current" ability to provide minimally acceptable mass care services to "anyone" in or near campus facilities in a post-disaster environment? (Mass Care)

VP-Student Affairs Group 1 responded:

Good

VP-Student Affairs Group 2 responded:

Good

Senior-VP (Fin/Admin) Group responded:

Excellent

Question 3:a [Groups Assigned: President's Group,Provost's Group,VP-University Relations Group,Aux. A Group]

Associated TCL Capability

- N/A

Based on the information you know right now and the situation at hand, briefly describe or bullet point the concerns of external stakeholders (including parents) geographically and communicably isolated from their interests on or near campus. (Social Media)

Provost's Group responded:

- *Are their students safe and accounted for.*
- *Where are they?*
- *What are the conditions they are enduring?*
- *What can parents do?*
- *Can students leave?*
- *Is there a central meeting point if students are able to leave?*
- *Can I come get them?*
- *Are buses chartered to remove students to safety?*

VP-University Relations Group responded:

- *Parents want information regarding their children.*
- *Media needs confirmation regarding the false reports.*
- *Various partner campuses would need information regarding the campuses situations.*

President's Group responded:

False statement circulating

Parents need correct information to be circulated asap; acknowledge that there have been false information

Call center needs to be established

Question 3:b [Groups Assigned: President's Group,Provost's Group,VP-University Relations Group,Aux. A Group]

Associated TCL Capability

- *N/A*

Based on your previous answer (above), what pre-disaster and post-disaster (as communications come back online) messages or resources are currently available to mitigate external stakeholder fears and concerns? (Social Media)

Provost's Group responded:

- *None.*

VP-University Relations Group responded:

- *Send a message via the emergency website, email, social media regarding the current status of the university. Let parents know that if their child was injured, they will be notified by a certain time frame and if they are not notified, their child will be in shelter (note which shelter).*
- *Setup an information phone line which will house information.*

President's Group responded:

Radio station

argo alert

website

communications team - including social media

Question 3:c [Groups Assigned: President's Group,Provost's Group,VP-University Relations Group,Aux. A Group]

Associated TCL Capability

- N/A

Are there mechanisms, currently in-place, to initiate those messages or resources "from outside" the geographic area surrounding the FSU main campus in a "communications out" situation? (Social Media)

Provost's Group responded:

Yes

VP-University Relations Group responded:

Yes

President's Group responded:

Yes

Question 3:d [Groups Assigned: President's Group,Provost's Group,VP-University Relations Group,Aux. A Group]

Associated TCL Capability

- N/A

Based on your estimations of the university emergency management team's (EMT) capabilities, how would you rate overall the university's "current" ability to provide information resources to geographically separated external stakeholders in a "communication out" post-disaster environment? (Social Media)

Provost's Group responded:

Good

VP-University Relations Group responded:

Excellent

President's Group responded:

Excellent

Question 3:a [Groups Assigned: Senior-VP (Fin/Admin) Group,VP-Student Affairs Group 1,VP-Research Group,Aux. B Group,VP-Student Affairs Group 2]

Associated TCL Capability

- Recover : Restoration of Lifelines : Implement Restoration of Lifelines

Based on the information you know right now and the situation at hand, briefly describe or bullet point the critical/essential contract or government "lifeline" services that, if not provided or not available, would negatively impact the university's ability to save, protect and sustain the lives of "anyone" on or near campus. (Lifelines)

VP-Student Affairs Group 1 responded:

1. likely have students/staff in shelter for 7 days; supplies may be an issue; working closely with Chartwells and local emergency mgmt re:supply issue (water is priority)

2. communication with stakeholders (parents and students) - working with MCS

VP-Student Affairs Group 2 responded:

Fuel for generators

Debris removal

Structural assesment

Flooding mitigation

Power and natural gas

Communication official information from campus to the outside world.

Is fiber cut

Senior-VP (Fin/Admin) Group responded:

NA we are self sufficient

Question 3:b [Groups Assigned: Senior-VP (Fin/Admin) Group,VP-Student Affairs Group 1,VP-Research Group,Aux. B Group,VP-Student Affairs Group 2]

Associated TCL Capability

- Recover : Restoration of Lifelines : Implement Restoration of Lifelines*

Based on your previous answer (above), what priorities would you assign to those critical/essential contract or government "lifeline" services? (Lifelines)

VP-Student Affairs Group 1 responded:

1. Chartwells

2. Red Cross

VP-Student Affairs Group 2 responded:

Communication and getting information on safety situations to outside world.

Restoration of utilities.

Senior-VP (Fin/Admin) Group responded:

NA

Question 3:c [Groups Assigned: Senior-VP (Fin/Admin) Group,VP-Student Affairs Group 1,VP-Research Group,Aux. B Group,VP-Student Affairs Group 2]

Associated TCL Capability

- *Recover : Restoration of Lifelines : Implement Restoration of Lifelines*

Based on your estimations of the university emergency management team's (EMT) capabilities, how would you rate overall the university's "current" ability to quickly identify, prioritize and communicate critical/essential contract or government "lifeline" service priorities in a post-disaster environment? (Lifelines)

VP-Student Affairs Group 1 responded:

Fair

VP-Student Affairs Group 2 responded:

Good

Senior-VP (Fin/Admin) Group responded:

Good

Question 3:e [Groups Assigned: President's Group,Provost's Group,VP-University Relations Group,Aux. A Group]

Associated TCL Capability

- *Recover : Structural Damage Assessment : Activate Structural Damage Assessment*

Based on the information you know right now and the situation at hand, briefly describe or bullet point the issues involved in assessing the damage to university property for use in determining federal disaster assistance. (Preliminary Damage Assessment)

Provost's Group responded:

- *Access to the property*
- *Preliminary assessment of value*
-

VP-University Relations Group responded:

- *Our first priority would be student safety, and we aren't equipt with enough staff to handle all of the situations at hand. The federal disaster assistance would have to be a lesser priority.*

President's Group responded:

We have this situation well in hand. We have much experience in this, including a designated team and FEMA Coordinator.

We also have a significant cash reserve designated for emergencies.

Question 3:f [Groups Assigned: President's Group,Provost's Group,VP-University Relations Group,Aux. A Group]

Associated TCL Capability

- *Recover : Structural Damage Assessment : Activate Structural Damage Assessment*

Based on your previous answer (above), what actions would you take, and what processes are in place, to collect the data estimates necessary to help local and state governments make their case for a Presidential Disaster Declaration? (Preliminary Damage Assessment)

Provost's Group responded:

- *Building by building triage*
- *Follow existing plan -- all campuses. Downtown properties.*

VP-University Relations Group responded:

- *Continually accumulate damage assessments from all sources from the university community.*

President's Group responded:

We would activate the team and immediately communicate information to State and local governments.

Question 3:g [Groups Assigned: President's Group,Provost's Group,VP-University Relations Group,Aux. A Group]

Associated TCL Capability

- *Recover : Structural Damage Assessment : Activate Structural Damage Assessment*

Based on your estimations of the university emergency management team's (EMT) capabilities, how would you rate overall the universities "current" ability to assess, and communicate effectively, damaged sustained in a disaster? (Preliminary Damage Assessment)

Provost's Group responded:

Good

VP-University Relations Group responded:

Fair

President's Group responded:

Excellent

Question 3:d [Groups Assigned: Senior-VP (Fin/Admin) Group,VP-Student Affairs Group 1,VP-Research Group,Aux. B Group,VP-Student Affairs Group 2]

Associated TCL Capability

- *Recover : Structural Damage Assessment : Activate Structural Damage Assessment*

Based on the information you know right now and the situation at hand, briefly describe or bullet point the issues involved in assessing the damage to university property for use in determining federal disaster assistance. (Preliminary Damage Assessment)

VP-Student Affairs Group 1 responded:

1. follow set university protocols for damage assessment

VP-Student Affairs Group 2 responded:

Call Peter. Mark and Betsy

Senior-VP (Fin/Admin) Group responded:

getting key staff from their homes to the campus to perform the assessment

Question 3:e [Groups Assigned: Senior-VP (Fin/Admin) Group,VP-Student Affairs Group 1,VP-Research Group,Aux. B Group,VP-Student Affairs Group 2]

Associated TCL Capability

- *Recover : Structural Damage Assessment : Activate Structural Damage Assessment*

Based on your previous answer (above), what actions would you take, and what processes are in place, to collect the data estimates necessary to help local and state governments make their case for a Presidential Disaster Declaration? (Preliminary Damage Assessment)

VP-Student Affairs Group 1 responded:

1. internal EOP instructs collection of damage assessment and office(s) responsible for reporting

VP-Student Affairs Group 2 responded:

Photos and notes of Student Affairs buildings and grounds

Senior-VP (Fin/Admin) Group responded:

We have internal estimating and consultant support

Question 3:f [Groups Assigned: Senior-VP (Fin/Admin) Group,VP-Student Affairs Group 1,VP-Research Group,Aux. B Group,VP-Student Affairs Group 2]

Associated TCL Capability

- *Recover : Structural Damage Assessment : Activate Structural Damage Assessment*

Based on your estimations of the university emergency management team's (EMT) capabilities, how would you rate overall the universities "current" ability to assess, and communicate effectively, damaged sustained in a disaster? (Preliminary Damage Assessment)

VP-Student Affairs Group 1 responded:

Excellent

VP-Student Affairs Group 2 responded:

Good

Senior-VP (Fin/Admin) Group responded:

Excellent

Question 4:a [Groups Assigned: President's Group,Provost's Group,VP-University Relations Group,Aux. A Group]

Associated TCL Capability

- *Respond : FATALITY MANAGEMENT : Activate Fatality Management Operations*

Based on the information you know right now and the situation at hand, briefly describe or bullet point issues regarding the death of a student or employee of the university in a disaster. (Fatality)

Provost's Group responded:

- **Verification.**
- **Notification to family and authorities.**
-

VP-University Relations Group responded:

- **Need to ensure that appropriate notifications are made before releasing any information publicly.**

President's Group responded:

Notification of law enforcement

Notification of insurance companies

Rumor control

Notification of parental units, families

Protection of others

Question 4:b [Groups Assigned: President's Group,Provost's Group,VP-University Relations Group,Aux. A Group]

Associated TCL Capability

- Respond : FATALITY MANAGEMENT : Activate Fatality Management Operations

Based on your previous answer (above), what actions would you take, and what processes are in place to manage the sensitivity necessary with fatalities? (Fatality)

Provost's Group responded:

- *Verify.*
- *Notify.*
- *Rumor control.*

VP-University Relations Group responded:

- *Ensuring that student names are not released until notification of next of kin.*

President's Group responded:

Make sure that all statements are routed through Marketing & VP for Communications. Maintain close coordination with all staff.

Grief Counseling for students and faculty/staff.

Generate communications. Meetings with entire community/ town hall

Question 4:c [Groups Assigned: President's Group,Provost's Group,VP-University Relations Group,Aux. A Group]

Associated TCL Capability

- Respond : WMD AND HAZARDOUS MATERIALS RESPONSE AND DECONTAMINATION : Assess Hazard and Evaluate Risk
- Respond : FATALITY MANAGEMENT : Activate Fatality Management Operations

Based on your estimations of the university emergency management team's (EMT) capabilities, how would you rate overall the university's "current" ability to sensitively and appropriately manage fatalities on campus in a disaster? (Fatality)

Provost's Group responded:

Fair

VP-University Relations Group responded:

Excellent

President's Group responded:

Excellent

Question 4:a [Groups Assigned: Senior-VP (Fin/Admin) Group,VP-Student Affairs Group 1,VP-Research Group,Aux. B Group,VP-Student Affairs Group 2]

Associated TCL Capability

- N/A

Based on the information you know right now and the situation at hand, briefly describe or bullet point the issues associated with unknown and possibly dangerous chemical or bio-hazard materials on campus in a disaster. (HazMat)

VP-Student Affairs Group 1 responded:

1. *defer to BFF for protocol and what we need to do and not do*

VP-Student Affairs Group 2 responded:

Possible threat to human life.

What is it and who can mitigate it safely?

Senior-VP (Fin/Admin) Group responded:

lack of power for freezers and biologicals melt

spill containment

damaged roofs and water reactive chemicals

fume hoods down with experiments running

Question 4:b [Groups Assigned: Senior-VP (Fin/Admin) Group,VP-Student Affairs Group 1,VP-Research Group,Aux. B Group,VP-Student Affairs Group 2]

Associated TCL Capability

- *Respond : WMD AND HAZARDOUS MATERIALS RESPONSE AND DECONTAMINATION : Assess Hazard and Evaluate Risk*

In a disaster of this magnitude, will local fire department Hazardous Materials teams always be available to the university? (HazMat)

VP-Student Affairs Group 1 responded:

No

VP-Student Affairs Group 2 responded:

No

Senior-VP (Fin/Admin) Group responded:

No

Question 4:c [Groups Assigned: Senior-VP (Fin/Admin) Group,VP-Student Affairs Group 1,VP-Research Group,Aux. B Group,VP-Student Affairs Group 2]

Associated TCL Capability

- Respond : WMD AND HAZARDOUS MATERIALS RESPONSE AND DECONTAMINATION : Assess Hazard and Evaluate Risk

If "yes" how would you prioritize the clearing of university facilities? If "no", who or how will these hazardous substances be evaluated and either cleared or cleaned up? (HazMat)

VP-Student Affairs Group 1 responded:

defer to BFF

VP-Student Affairs Group 2 responded:

Probably Peter

Senior-VP (Fin/Admin) Group responded:

Peter's office

Question 4:d [Groups Assigned: Senior-VP (Fin/Admin) Group,VP-Student Affairs Group 1,VP-Research Group,Aux. B Group,VP-Student Affairs Group 2]

Associated TCL Capability

- Respond : WMD AND HAZARDOUS MATERIALS RESPONSE AND DECONTAMINATION : Assess Hazard and Evaluate Risk

Based on your estimations of the university emergency management team's (EMT) capabilities, how would you rate overall the university's "current" ability to identify, clear or clean hazardous spills in a post-disaster environment when help may not be available? (HazMat)

VP-Student Affairs Group 1 responded:

Fair

VP-Student Affairs Group 2 responded:

Fair

Senior-VP (Fin/Admin) Group responded:

Good

Question 5:a [Group Assigned: All]

Associated TCL Capability

- N/A

In a short descriptive title or sentence, please list the most important single issue highlighted by this portion of the exercise that the university could improve upon in your group's opinion? (Improvement Plan)

VP-Student Affairs Group 1 responded:

extension of sheltering students/staff beyond four days

Provost's Group responded:

- *Assessment.*
- *Prolonged crisis.*

VP-Student Affairs Group 2 responded:

How do we deal internally with these issues with our current staff.

Senior-VP (Fin/Admin) Group responded:

Emergency medical

VP-University Relations Group responded:

- *Ensuring that information is released strategically, but generously.*

President's Group responded:

Maintaining security for an extended period of shutdown on campus.

Question 5:b [Group Assigned: All]

Associated TCL Capability

- *N/A*

**What should the university do specifically to address or improve upon this issue?
(Improvement Plan)**

VP-Student Affairs Group 1 responded:

create a back up with Chartwells; potentially Red Cross

Provost's Group responded:

- *Plan around the scenario.*

VP-Student Affairs Group 2 responded:

Are there external contracts that we need to get?

Senior-VP (Fin/Admin) Group responded:

Have better advance planning to ensure medical assistance on hand

VP-University Relations Group responded:

- *Ensuring that the crisis communications team has full access to all critical information.*

President's Group responded:

Consider longer term supplies.

Question 5:c [Group Assigned: All]

Associated TCL Capability

- N/A

In your opinion, who within the university should be tasked with acting upon this issue? (Improvement Plan)

VP-Student Affairs Group 1 responded:

Student Affairs - DOS and HRL

Provost's Group responded:

- ***Emergency Team...special emphasis on student affairs. Food services partners would need to be consulted.***
- ***enhance on-campus medical services.***
- ***Enhance external communication.***

VP-Student Affairs Group 2 responded:

Peter and Mark Purcell

Senior-VP (Fin/Admin) Group responded:

Peter

VP-University Relations Group responded:

- ***Director of Environmental Health & Safety***
- ***Cheif of Police***

President's Group responded:

Peter Robinson.

Question 5:d [Group Assigned: All]

Associated TCL Capability

- N/A

Remembering that Rome was not built in a day, when would it be reasonable for those tasked to have implemented this improvement? (Improvement Plan)

VP-Student Affairs Group 1 responded:

work on ASAP

Provost's Group responded:

- ***six months to a year.***

VP-Student Affairs Group 2 responded:

6 months

Senior-VP (Fin/Admin) Group responded:

A month

VP-University Relations Group responded:

Immediately

President's Group responded:
Before next hurricane season.

Module 4

Question 1:a [Group Assigned: All]

Associated TCL Capability

- N/A

An "objective" is a statement to others about reaching a goal. An "objective" statement should include "who" should be striving to meet the goal, what the goal is, "when, where, how or other conditions the goal is to be achieved under and a standard by which achievement of the goal can be measured. Using the rubric above, please discuss the most important "objective" your group thinks would be essential to give to the university's emergency management team (EMT) in the "immediate" aftermath of a hurricane with the impacts described. (Incident Action Plan - Post-Landfall)

Question 1:b [Group Assigned: All]

Associated TCL Capability

- N/A

"Tasks" or "activities" are the specific methods, time-frames or other conditions necessary to achieve the goal in an "objective" statement. "Tasks and "activities" always have designated "responsible parties" associated with them as well. Given your "objective" statement (above) please list the "tasks" or "activities", including specifics and responsible parties, necessary to achieve the goal of the "objective". (Incident Action Plan - Post-Landfall) (NOTE: Given the time available (ask the facilitator), your group may complete additional iterations of this activity by clicking on the "PROCEED" button below.)

Question 2:a [Group Assigned: All]

Associated TCL Capability

- N/A

An "objective" is a statement to others about reaching a goal. An "objective" statement should include "who" should be striving to meet the goal, what the goal is, "when, where, how or other conditions the goal is to be achieved under and a standard by which achievement of the goal can be measured. Using the rubric above, please discuss the most important "objective" your group thinks would be essential to give to the university's emergency management team (EMT) in the "immediate" aftermath of a hurricane with the impacts described. (Incident Action Plan - Post-Landfall)

Question 2:b [Group Assigned: All]

Associated TCL Capability

- N/A

"Tasks" or "activities" are the specific methods, time-frames or other conditions necessary to achieve the goal in an "objective" statement. "Tasks and "activities" always have designated

"responsible parties" associated with them as well. Given your "objective" statement (above) please list the "tasks" or "activities", including specifics and responsible parties, necessary to achieve the goal of the "objective". (Incident Action Plan - Post-Landfall) (NOTE: Given the time available (ask the facilitator), your group may complete additional iterations of this activity by clicking on the "PROCEED" button below.)

Question 3:a [Group Assigned: All]

Associated TCL Capability

- N/A

An "objective" is a statement to others about reaching a goal. An "objective" statement should include "who" should be striving to meet the goal, what the goal is, "when, where, how or other conditions the goal is to be achieved under and a standard by which achievement of the goal can be measured. Using the rubric above, please discuss the most important "objective" your group thinks would be essential to give to the university's emergency management team (EMT) in the "immediate" aftermath of a hurricane with the impacts described. (Incident Action Plan - Post-Landfall)

Question 3:b [Group Assigned: All]

Associated TCL Capability

- N/A

"Tasks" or "activities" are the specific methods, time-frames or other conditions necessary to achieve the goal in an "objective" statement. "Tasks and "activities" always have designated "responsible parties" associated with them as well. Given your "objective" statement (above) please list the "tasks" or "activities", including specifics and responsible parties, necessary to achieve the goal of the "objective". (Incident Action Plan - Post-Landfall)

Module 5

Question 1:a [Groups Assigned: President's Group,Provost's Group,VP-University Relations Group,Aux. A Group]

Associated TCL Capability

- Respond : VOLUNTEER MANAGEMENT AND DONATIONS : Organize Volunteers and Assign Them to Disaster Relief Efforts

Based on the information you know right now and the situation at hand, briefly describe or bullet point issues with mass volunteer management? (Volunteer Management - Recovery)

Provost's Group responded:

- *Housing/feeding/coordination*
- *Liability/safety of volunteers*
- *Orientation/training*
- *Public relations issues*

VP-University Relations Group responded:

- *Volunteers entering areas that are not safe for the public.*

- **Centralized volunteer coordination.**
- **Traffic**
- **Parking**
- **Volunteer safety**

President's Group responded:

We need to station people at campus entrance s- control access.

Designate someone to manage volunteers - we should develop an action plan

They have to complete paperwork to register as volunteers

Safety training is necessar

Question 1:b [Groups Assigned: President's Group,Provost's Group,VP-University Relations Group,Aux. A Group]

Associated TCL Capability

- **Respond : VOLUNTEER MANAGEMENT AND DONATIONS : Organize Volunteers and Assign Them to Disaster Relief Efforts**

Based on your previous answer (above), what actions would you recommend to manage these volunteers in a productive and (most importantly) safe manner? (Volunteer Management - Recovery)

Provost's Group responded:

- ***Coordinate with community volunteer teams***
- ***Phone bank***
- ***Coordinate the coordinators***

VP-University Relations Group responded:

- ***Setup a volunteer station where anyone who would like to volunteer can go to find additional information. Share this information on social media, through email, website, etc.***
- ***Depending on technology, setup a website which houses information on how to volunteer and help the community. Provide options that don't involve volunteers coming to campus.***

President's Group responded:

We need to station people at campus entrance s- control access.

Designate someone to manage volunteers - we should develop an action plan

They have to complete paperwork to register as volunteers

Safety training is necessar

Question 1:c [Groups Assigned: President's Group,Provost's Group,VP-University Relations Group,Aux. A Group]

Associated TCL Capability

- Respond : *VOLUNTEER MANAGEMENT AND DONATIONS : Organize Volunteers and Assign Them to Disaster Relief Efforts*

Based on your estimations of the university emergency management team's (EMT) capabilities, how would you rate overall the university's "current" ability to train and supervise unsolicited volunteers in mass? (Volunteer Management - Recovery)

Provost's Group responded:

Weak

VP-University Relations Group responded:

Fair

President's Group responded:

Good

Question 1:a [Groups Assigned: Senior-VP (Fin/Admin) Group,VP-Student Affairs Group 1,VP-Research Group,Aux. B Group,VP-Student Affairs Group 2]

Associated TCL Capability

- Recover : *Structural Damage Assessment : Conduct Inspections and Assessments*

Based on the information you know right now and the situation at hand, briefly describe or bullet point the issues involved with building remediation/restoration. (Structural Damage Assessment - Recovery)

VP-Student Affairs Group 1 responded:

1. combination of in-house and contractors to start repairs and mitigation (contracts/vendors are arranged i advance - many are long standing contratcs)

2. UWF has a tiered return to campus structure that is set up in advance; allows for the appriate personnel to be available as we move from assessment to mitigation

VP-Student Affairs Group 2 responded:

Qualified Staff who can triage each building.

Prioritiztion limited remediation resources.

documenting all damage before repairs are made.

Senior-VP (Fin/Admin) Group responded:

getting contractors on campus post storm

campus is locked down and only authorized personnel are allowed on campus

Question 1:b [Groups Assigned: Senior-VP (Fin/Admin) Group,VP-Student Affairs Group 1,VP-Research Group,Aux. B Group,VP-Student Affairs Group 2]

Associated TCL Capability

- *Recover : Structural Damage Assessment : Conduct Inspections and Assessments*

Since every jurisdiction/institution (including FSU) has to make its case for how much damage was experienced thus qualifying for federal disaster assistance, how important is it that these assessors not familiar with FSU see everything? (Structural Damage Assessment - Recovery)

VP-Student Affairs Group 1 responded:

Important

VP-Student Affairs Group 2 responded:

Important

Senior-VP (Fin/Admin) Group responded:

Important

Question 1:c [Groups Assigned: Senior-VP (Fin/Admin) Group,VP-Student Affairs Group 1,VP-Research Group,Aux. B Group,VP-Student Affairs Group 2]

Associated TCL Capability

- *Recover : Structural Damage Assessment : Conduct Inspections and Assessments*

If "Important", then what actions would you recommend to ensure a "thorough" assessment of structural damage? If "Not So Important", please explain. (Structural Damage Assessment - Recovery)

VP-Student Affairs Group 1 responded:

Follow our internal EOP to assess and move that assessment to Internal audit and EH&S

VP-Student Affairs Group 2 responded:

Video and pictures of everything.

Senior-VP (Fin/Admin) Group responded:

third party consultants to further develop the cost and assessment

Question 1:d [Groups Assigned: Senior-VP (Fin/Admin) Group,VP-Student Affairs Group 1,VP-Research Group,Aux. B Group,VP-Student Affairs Group 2]

Associated TCL Capability

- *Recover : Structural Damage Assessment : Conduct Inspections and Assessments*

Based on your estimations of the university emergency management team's (EMT) capabilities, how would you rate overall the university's "current" ability to coordinate the identification and inspection of structural damage in an efficient and exact manner? (Structural Damage Assessment - Recovery)

VP-Student Affairs Group 1 responded:

Excellent

VP-Student Affairs Group 2 responded:

Good

Senior-VP (Fin/Admin) Group responded:
Excellent

Question 2:a [Groups Assigned: President's Group,Provost's Group,VP-University Relations Group,Aux. A Group]

Associated TCL Capability

- *Recover : ECONOMIC AND COMMUNITY RECOVERY : Assess and Prioritize Recovery Needs*

Based on the information you know right now and the situation at hand, briefly describe or bullet point issues revolving around local business/economic recovery and the impact on how quickly the university gets back to "normal". (Economic Recovery)

Provost's Group responded:

- *Student employment*
- *Off-campus residences*
- *Can classes be resumed*
- *Federal financial aid rules*
- *Can repairs be made in time to salvage the semester*
- *Is it exam week?*
-

VP-University Relations Group responded:

- *Availability of electricity and safe road access.*
- *Which organizations are available to assist the university.*
- *UWF SBDC's availability to assist local businesses.*

President's Group responded:

Our SBA activities

Closing campus for an extended period has adverse effect on local economy.

Issues concerning continuation of classes and how grades/credits will be affected.

Determination of how supplies and utilities will get delivered.

Question 2:b [Groups Assigned: President's Group,Provost's Group,VP-University Relations Group,Aux. A Group]

Associated TCL Capability

- *Recover : ECONOMIC AND COMMUNITY RECOVERY : Assess and Prioritize Recovery Needs*

Based on your previous answer (above), what actions "might" you take to speed local business resumption, thus accelerating the return to "normal" on campus? (Economic Recovery)

Provost's Group responded:

- *SBDC consultants*
- *"Could" make facilities available to local businesses*
- *University volunteers could staff local businesses*

VP-University Relations Group responded:

- *UWF SBDC working with local businesses to recover.*
- *We can't open until we are ready to open, due to the safety of our students, faculty and staff.*

President's Group responded:

SBA will counsel local businesses for bridge loans/disaster clean up

Host workshops in downtown area

Question 2:c [Groups Assigned: President's Group,Provost's Group,VP-University Relations Group,Aux. A Group]

Associated TCL Capability

- *Recover : ECONOMIC AND COMMUNITY RECOVERY : Assess and Prioritize Recovery Needs*

Based on your estimations of the university emergency management team's (EMT) capabilities, how would you rate overall the university's "current" ability to work with local businesses to encourage economic recovery? (Economic Recovery)

Provost's Group responded:

Fair

VP-University Relations Group responded:

Excellent

President's Group responded:

Excellent

Question 2:a [Groups Assigned: Senior-VP (Fin/Admin) Group,VP-Student Affairs Group 1,VP-Research Group,Aux. B Group,VP-Student Affairs Group 2]

Associated TCL Capability

- *Common : Communications : Provide Emergency Operations Center Communications Support*

Based on the information you know right now and the situation at hand, briefly describe or bullet point the issues involved with evaluation and remediation of the information technology and communications infrastructure in the community. (Communications - Recovery)

VP-Student Affairs Group 1 responded:

1. CIO and MCS will lead this effort

2. we would assist with coordination of student/parent/family messaging

VP-Student Affairs Group 2 responded:

Need to know what resources need to be available to open the campus.

Senior-VP (Fin/Admin) Group responded:

internet still down

cell service spotty

communications as a whole challenging

Question 2:b [Groups Assigned: Senior-VP (Fin/Admin) Group,VP-Student Affairs Group 1,VP-Research Group,Aux. B Group,VP-Student Affairs Group 2]

Associated TCL Capability

- *Common : Communications : Provide Emergency Operations Center Communications Support*

When it comes to IT networks in particular, is FSU dependent or independent of off campus IT institutions to ensure function? (Communications - Recovery)

VP-Student Affairs Group 1 responded:
Dependent

VP-Student Affairs Group 2 responded:
Dependent

Senior-VP (Fin/Admin) Group responded:
Dependent

Question 2:c [Groups Assigned: Senior-VP (Fin/Admin) Group,VP-Student Affairs Group 1,VP-Research Group,Aux. B Group,VP-Student Affairs Group 2]

Associated TCL Capability

- *Common : Communications : Provide Emergency Operations Center Communications Support*

If "Dependent", what actions would you recommend to quickly re-establish community wide networks, thus benefiting FSU systems. If "Independent", how exactly would university networks work on their own? (Communications - Recovery)

VP-Student Affairs Group 1 responded:
Defer to CIO and MCS

VP-Student Affairs Group 2 responded:
Identify the choke point or interruption and how it can be fixed.

Senior-VP (Fin/Admin) Group responded:

work with Florida Lambda rail

work with local cable and internet providers

Question 2:d [Groups Assigned: Senior-VP (Fin/Admin) Group,VP-Student Affairs Group 1,VP-Research Group,Aux. B Group,VP-Student Affairs Group 2]

Associated TCL Capability

- *Common : Communications : Provide Emergency Operations Center Communications Support*

Based on your estimations of the university emergency management team's (EMT) capabilities, how would you rate overall the university's "current" ability to coordinate with, or even actively assist, outside IT and communication network providers? (Communications - Recovery)

VP-Student Affairs Group 1 responded:

Good

VP-Student Affairs Group 2 responded:

Good

Senior-VP (Fin/Admin) Group responded:

Good

Question 3:a [Groups Assigned: President's Group,Provost's Group,VP-University Relations Group,Aux. A Group]

Associated TCL Capability

- *N/A*

Based on the information you know right now and the situation at hand, briefly describe or bullet point issues regarding the resumption of administration and return to work of faculty and employees? (Personnel (COOP) - Recovery)

Provost's Group responded:

- *Classroom availability*
- *COOP plans -- how salvageable is the semester?*
- *Drop dead date for resuming or canceling*
- *Can course be switched to online?*
- *Can online courses be continued?*
- *Are faculty physically able to return?*
- *Federal financial aid issues*

VP-University Relations Group responded:

- *Critical issues are for us to communicate effectively to faculty and staff to provide information regarding reopening procedures, return to work protocols, class rescheduling and adjustments.*
- *If faculty and staff are unavailable to return to work, communication about necessary adjustments to protocols and service to students will be a primary objective.*
- *Communication with students regarding employee return to work schedules so as to create appropriate expectations regarding the scale and schedule of ramping up institutional operations.*

President's Group responded:

Assistance in finding shelter - try to make on campus housing facilities available to students, faculty and staff.

Permit disaster recovery staff to locate on campus.

Willingness to permit telecommuting for staff.

Counseling to be made available.

Question 3:b [Groups Assigned: President's Group,Provost's Group,VP-University Relations Group,Aux. A Group]

Associated TCL Capability

- N/A

Is it important that the university examine the outside challenges of employees prior to the resumption of work? (Personnel (COOP) - Recovery)

Provost's Group responded:

Yes

VP-University Relations Group responded:

Yes

President's Group responded:

Yes

Question 3:c [Groups Assigned: President's Group,Provost's Group,VP-University Relations Group,Aux. A Group]

Associated TCL Capability

- N/A

If "yes", what specific actions would you recommend the university consider in examining these challenges? If "no", what actions would you recommend if "all" employees were not able to return because of those challenging living conditions? (Personnel (COOP) - Recovery)

Provost's Group responded:

- Payroll
- Assess staffing issues/availability
-

VP-University Relations Group responded:

- The university needs to consider proper accomodation of employees individuals situations related, specifically, to housing and transportation. Flexible work protocols could be implemented, when appropriate, additional time to recover preceding reopening, etc.

President's Group responded:

Permit flexible work conditions

Offer counseling, loans, shelter, etc.

Continue open and frequent communication.

Question 3:d [Groups Assigned: President's Group,Provost's Group,VP-University Relations Group,Aux. A Group]

Associated TCL Capability

- N/A

Based on your estimations of the university emergency management team's (EMT) capabilities, how would you rate overall the university's "current" ability to assess and evaluate challenges to individual employee situations in a post-disaster environment? (Personnel (COOP) - Recovery)

Provost's Group responded:

Good

VP-University Relations Group responded:

Good

President's Group responded:

Excellent

Question 3:a [Groups Assigned: Senior-VP (Fin/Admin) Group,VP-Student Affairs Group 1,VP-Research Group,Aux. B Group,VP-Student Affairs Group 2]

Associated TCL Capability

- N/A

Based on the information you know right now and the situation at hand, briefly describe or bullet point issues regarding off campus housing and its impact on the return of students and the resumption of classes. (Mass Care (Housing Shortage) - Recovery)

VP-Student Affairs Group 1 responded:

- 1. assess available inventory on campus for essential personnel and displaced students**
- 2. Red Cross could be an option; could we have a plan to rent or purchase cots to create temporary shelter**

VP-Student Affairs Group 2 responded:

If students don't have a place to live then how can they return.

can the community handle the influx of returning students.

Can we create a long term temporary housing.

Senior-VP (Fin/Admin) Group responded:

lack of habitable spaces

may not still be in the local area--remoting in

Question 3:b [Groups Assigned: Senior-VP (Fin/Admin) Group,VP-Student Affairs Group 1,VP-Research Group,Aux. B Group,VP-Student Affairs Group 2]

Associated TCL Capability

- N/A

Is it important that the university examine the outside challenges of students prior to the resumption of classes? (Mass Care (Housing Shortage) - Recovery)

VP-Student Affairs Group 1 responded:

Yes

VP-Student Affairs Group 2 responded:

Yes

Senior-VP (Fin/Admin) Group responded:

Yes

Question 3:c [Groups Assigned: Senior-VP (Fin/Admin) Group,VP-Student Affairs Group 1,VP-Research Group,Aux. B Group,VP-Student Affairs Group 2]

Associated TCL Capability

- N/A

If "yes", what specific actions would you recommend the university consider in examining these challenges? If "no", what actions would you recommend if "all" students did not return because of those challenging living conditions? (Mass Care (Housing Shortage) - Recovery)

VP-Student Affairs Group 1 responded:

\$ for those that are student workers at UWF

For off-campus students damage to property and items (clothes, basic items)

Concerns "back home" and wanting to help out family who were affected.

Potential medical/harship withdrawals

Dealing with managing emotions (due to student death)-outreach, counseling.

VP-Student Affairs Group 2 responded:

availability of housing

Utility restoration including data in the community.

Are there employment issues with jobs not being available or are there more recovery jobs.

Senior-VP (Fin/Admin) Group responded:

can students physically reach campus, transportation

stability of internet

double up in residence halls

cots

Question 3:d [Groups Assigned: Senior-VP (Fin/Admin) Group,VP-Student Affairs Group 1,VP-Research Group,Aux. B Group,VP-Student Affairs Group 2]

Associated TCL Capability

- N/A

Based on your estimations of the university emergency management team's (EMT) capabilities, how would you rate overall the university's "current" ability to assess and evaluate challenges to student living in a post-disaster environment? (Mass Care (Housing Shortage) - Recovery)

VP-Student Affairs Group 1 responded:

Fair

VP-Student Affairs Group 2 responded:

Fair

Senior-VP (Fin/Admin) Group responded:

Good

Question 4:a [Group Assigned: All]

Associated TCL Capability

- N/A

Based on the information you know right now and the situation at hand, briefly describe or bullet point issues related to the resumption of university administrative operations/activities? (Planning (COOP) - Recovery)

VP-Student Affairs Group 1 responded:

When will classes start (interface with Provost's Office).

Determination of the stability of SA units, ability to serve students/stakeholders. Utilize COOP plans per protocol as applicable.

A great deal of "case management" services, potentially utilizing other staff within student affairs to log student "cases".

What are "Staff needs", as they could also be dealing with personal property damage and may need to "miss work"

Provost's Group responded:

- *Date to resume*
- *Ability of students to withdraw/flexibility to suspend policies*

- *Ability of university to refund tuition/financial aid*
- *Communication strategies re: above*

VP-Student Affairs Group 2 responded:

Identifying staff that can return to campus and help get it ready for normal operations.

Continuing restoration of campus buildings and services

Restoration of campus communication and data services.

Senior-VP (Fin/Admin) Group responded:

safety

off site payroll

continuing with regular meetings

working with vendors on repairs

VP-University Relations Group responded:

- *Ensuring off campus housing supply*
- *Safe housing conditions for student population.*

President's Group responded:

- *Administrative and operations/activities would have never stopped*

Question 4:b [Group Assigned: All]

Associated TCL Capability

- *N/A*

Base on your previous answer (above), what actions would you recommend be taken to address the resumption of university administrative activities? (Planning (COOP) - Recovery)

VP-Student Affairs Group 1 responded:

Staffing plan to keep flow of work going.

COOP Plans

Provost's Group responded:

- *Set date to resume based on facilities*
- *Develop mechanism for withdrawals/appeals*
- *Develop mechanism for refunding tuition/financial aid*

- *May need to reassign faculty workload*
- *Adjust academic calendar if needed*
-

VP-Student Affairs Group 2 responded:

Identifying any facilities that can support services that may not have a home.

Helping faculty and staff with personal recovery issues.

Senior-VP (Fin/Admin) Group responded:

see above

VP-University Relations Group responded:

- *Assisting in determining additional housing supplies near campus (work with county and Red Cross).*
- *Assessing on campus housing capacity.*
- *Working with Academic Affairs to ensure faculty are aware of student housing issues to provide appropriate accommodations.*

President's Group responded:

N/A

Question 4:c [Group Assigned: All]

Associated TCL Capability

- *N/A*

Based on your estimations of the university emergency management team's (EMT) capabilities, how would you rate overall the university's "current" ability to identify planning issues related to the resumption of university administrative operations/activities in a post-disaster environment? (Planning (COOP) - Recovery)

VP-Student Affairs Group 1 responded:

Fair

Provost's Group responded:

Good

VP-Student Affairs Group 2 responded:

Good

Senior-VP (Fin/Admin) Group responded:

Excellent

VP-University Relations Group responded:

Good

President's Group responded:

Excellent

Question 4:d [Group Assigned: All]

Associated TCL Capability

- N/A

Based on the information you know right now and the situation at hand, briefly describe or bullet point issues related to communicating with students, employees and other stakeholders on the resumption of classes? (Planning (COOP) - Recovery)

VP-Student Affairs Group 1 responded:

They key will be making sure they have routes to communicate needs and concerns to UWF.

Work individually with students to manage concerns

Work with applicable UWF units to have FAQs for students and provide with resources

Provost's Group responded:

- *Consistency of message*
- *Timing -- giving plenty of lead time*
- *Staffing of phones/chat lines*
- *Development of FAQs*
- *Rumor control*

VP-Student Affairs Group 2 responded:

Multiple ways of communicating are available to get information out.

Senior-VP (Fin/Admin) Group responded:

Refer to Provost plan

VP-University Relations Group responded:

- *Ensuring detailed information is received by various audiences.*
- *Ensuring faculty and staff are aware that students may be having issues with attending class.*

President's Group responded:

- *Scatter students*
- *Need a central point of communication*

Question 4:e [Group Assigned: All]

Associated TCL Capability

- N/A

Briefly describe what specific issues will be most important to students returning to class. (Planning (COOP) - Recovery)

VP-Student Affairs Group 1 responded:

Where to stay, is my apt./house/home OK

How will I make up the missed work?

Management of emotions due to loss of property and any student deaths-counseling services.

What is the university doing to help me?-Does the school have a plan...

Provost's Group responded:

- *Grades*
- *Modification of syllabi*
- *Appeals*
- *Effect on graduation*
- *Emergency financial aid/loans/grants*
- *Emergency/temporary housing*
- *Counseling*

VP-Student Affairs Group 2 responded:

What do I need to make up

What if I can't continue

What if my home is damaged.

Senior-VP (Fin/Admin) Group responded:

schedule changes, location changes, go longer, distance options

VP-University Relations Group responded:

- *Knowledge of schedule and course changes, policies, etc.*
- *Availability of faculty and staff and lines of communication with faculty and staff.*

President's Group responded:

- *Housing*
- *Grades*
- *When*
- *revised syllabus*

Question 4:f [Group Assigned: All]

Associated TCL Capability

- *N/A*

Briefly describe what specific issues will be most important to employees on the resumption of classes. (Planning (COOP) - Recovery)

VP-Student Affairs Group 1 responded:

Are the employee's immediate family members OK (or-was my property and possessions damaged)

Pay? Work sch, what about those without direct deposit. Some could be homeless, or harmed.

Hourly and exempt staff and how they classify time (lots of HR issues). SA would need to interface with HR so that we are communicating with SA employees.

Provost's Group responded:

- *Revised calendar*
- *Revised syllabus*
- *Appeals*
- *short/term loans*
- *availability of help with housing/financial recovery*
- *Counseling*

VP-Student Affairs Group 2 responded:

How is missed work made up

Do you pay for hourly employees who missed work.

Are all buildings remediated.

What if an employee's home is destroyed.

Senior-VP (Fin/Admin) Group responded:

pay

missed time accounted for

overtime

accommodations for personal issues related to storm recovery

VP-University Relations Group responded:

- *Being available for students.*
- *Knowledge of schedule and course changes, policies, etc.*

President's Group responded:

- *timing*
- *transportionn*
- *limitations*
- *flexibility*
- *schools and daycare in area*

Question 4:g [Group Assigned: All]

Associated TCL Capability

- *N/A*

Base on your previous answers (above), what actions would you recommend to address these issues? (Planning (COOP) - Recovery)

VP-Student Affairs Group 1 responded:

Communication with HR and HR having a plan for this type of incident.

Where to go for what...where can they get answers (i.e, is there a web page with a FAQ).

Provost's Group responded:

- *Refine existing plans COOP*
- *Consider requiring a COOP for every course*
- *E-learning shell*
- *Overload assignments*

VP-Student Affairs Group 2 responded:

hourly employees got paid for missed work after Ivan.

Emergency assistance fund for staff through Staff Senate.

Making sure that we have moved offices that are not in a safe location.

Making sure payroll happens on time.

Senior-VP (Fin/Admin) Group responded:

refer to HR and Financial Services plan

VP-University Relations Group responded:

- *Relentless communication with faculty, staff and students.*

President's Group responded:

- *carpool*
- *bring kids to work*
- *telecommuting*

Question 4:h [Group Assigned: All]

Associated TCL Capability

- N/A

Based on your estimations of the university emergency management team's (EMT) capabilities, how would you rate overall the university's "current" ability to communicate and address the issues important to all upon the resumption of classes. (Planning (COOP) - Recovery)

VP-Student Affairs Group 1 responded:

Fair

Provost's Group responded:

Good

VP-Student Affairs Group 2 responded:

Good

Senior-VP (Fin/Admin) Group responded:

Excellent

VP-University Relations Group responded:

Fair

President's Group responded:

Excellent

Question 5:a [Group Assigned: All]

Associated TCL Capability

- N/A

In a short descriptive title or sentence, please list the most important single issue highlighted by this portion of the exercise that the university could improve upon in your group's opinion? (Improvement Plan)

VP-Student Affairs Group 1 responded:

How to manage the individualized needs of students and employees, as they could be greatly varied-based on circumstance.

Provost's Group responded:

COOP plan for each course

Short term assistance (financial/housing) for students and faculty and staff

VP-Student Affairs Group 2 responded:

Will the resumption of classes work for students

Senior-VP (Fin/Admin) Group responded:

taking care of getting students back to classes and employees back to work

VP-University Relations Group responded:

- **Ensuring that all of the information reaches the crisis communications team to be packaged and communicated to the appropriate audiences.**

President's Group responded:

Provide better transportation for employees.

Question 5:b [Group Assigned: All]

Associated TCL Capability

- N/A

**What should the university do specifically to address or improve upon this issue?
(Improvement Plan)**

VP-Student Affairs Group 1 responded:

Look more at post-recovery plan and how we manage those cases. Ex. formation of an ad hoc group to address student needs.

Table top to test the plan that would be developed.

Provost's Group responded:

Keep plans current

VP-Student Affairs Group 2 responded:

Academic affairs, staff, and students should be engaged in the process.

Senior-VP (Fin/Admin) Group responded:

no thoughts at this time

VP-University Relations Group responded:

- **Prioritize the inclusion of crisis communication team in all briefings and information items.**
- **Ensuring that final decisions in implementing crisis plan remain final so as to avoid the release of contradictory information.**

President's Group responded:

Pick up spots

Use trolleys

Live on campus

Coordinate car pools

web page updates of transportation improvements

Question 5:c [Group Assigned: All]

Associated TCL Capability

- N/A

***In your opinion, who within the university should be tasked with acting upon this issue?
(Improvement Plan)***

VP-Student Affairs Group 1 responded:
Student Affairs, HR, business services

Provost's Group responded:
All division heads

VP-Student Affairs Group 2 responded:
Provost.

Senior-VP (Fin/Admin) Group responded:
Peter

VP-University Relations Group responded:

- *Executive administration and all staff responsible for emergency situations.*

President's Group responded:

Chip Chisum

Question 5:d [Group Assigned: All]

Associated TCL Capability

- *N/A*

Remembering that Rome was not built in a day, when would it be reasonable for those tasked to have implemented this improvement? (Improvement Plan)

VP-Student Affairs Group 1 responded:
6 months to a year?

Provost's Group responded:
3 - 6 months

VP-Student Affairs Group 2 responded:
Provost

Senior-VP (Fin/Admin) Group responded:
Peter

VP-University Relations Group responded:

- *Immediately.*

President's Group responded:

June 2015

Module 6

Question 1:a [Group Assigned: All]

Associated TCL Capability

- *N/A*

An "objective" is a statement to others about reaching a goal. An "objective" statement should include "who" should be striving to meet the goal, what the goal is, "when, where, how or other conditions the goal is to be achieved under and a standard by which achievement of the goal can be measured. Using this rubric above, please discuss the most important "objective" your group thinks would be essential to give to the university's emergency management team (EMT) to move towards recovery and resumption of "normal" university activities in the short weeks after a hurricane with the impacts described. (Incident Action Plan - Recovery/Continuity)

Question 1:b [Group Assigned: All]

Associated TCL Capability

- N/A

"Tasks" or "activities" are the specific methods, time-frames or other conditions necessary to achieve the goal in an "objective" statement. "Tasks and "activities" always have designated "responsible parties" associated with them as well. Given your "objective" statement (above) please list a few "tasks" or "activities", including specifics and responsible parties, necessary to achieve the goal of the "objective". (Incident Action Plan - Recovery/Continuity) (NOTE: Given the time available (ask the facilitator), your group may complete additional iterations of this activity below.)

Question 2:a [Group Assigned: All]

Associated TCL Capability

- N/A

An "objective" is a statement to others about reaching a goal. An "objective" statement should include "who" should be striving to meet the goal, what the goal is, "when, where, how or other conditions the goal is to be achieved under and a standard by which achievement of the goal can be measured. Using this rubric above, please discuss the most important "objective" your group thinks would be essential to give to the university's emergency management team (EMT) to move towards recovery and resumption of "normal" university activities in the short weeks after a hurricane with the impacts described. (Incident Action Plan - Recovery/Continuity)

Question 2:b [Group Assigned: All]

Associated TCL Capability

- N/A

"Tasks" or "activities" are the specific methods, time-frames or other conditions necessary to achieve the goal in an "objective" statement. "Tasks and "activities" always have designated "responsible parties" associated with them as well. Given your "objective" statement (above) please list a few "tasks" or "activities", including specifics and responsible parties, necessary to achieve the goal of the "objective". (Incident Action Plan - Recovery/Continuity) (NOTE: Given the time available (ask the facilitator), your group may complete additional iterations of this activity below.)

Question 3:a [Group Assigned: All]

Associated TCL Capability

- N/A

An "objective" is a statement to others about reaching a goal. An "objective" statement should include "who" should be striving to meet the goal, what the goal is, "when, where, how or other conditions the goal is to be achieved under and a standard by which achievement of the goal can be measured. Using this rubric above, please discuss the most important "objective" your group thinks would be essential to give to the university's emergency management team (EMT) to move towards recovery and resumption of "normal" university activities in the short weeks after a hurricane with the impacts described. (Incident Action Plan - Recovery/Continuity)

Question 3:b [Group Assigned: All]

Associated TCL Capability

- N/A

"Tasks" or "activities" are the specific methods, time-frames or other conditions necessary to achieve the goal in an "objective" statement. "Tasks and "activities" always have designated "responsible parties" associated with them as well. Given your "objective" statement (above) please list a few "tasks" or "activities", including specifics and responsible parties, necessary to achieve the goal of the "objective". (Incident Action Plan - Recovery/Continuity)

Module 7

Question 1:a [Group Assigned: All]

Associated TCL Capability

- N/A

The exercise was well structured and organized.

VP-Student Affairs Group 1 responded:
Strongly Agree

Provost's Group responded:
Agree

VP-Student Affairs Group 2 responded:
Agree

Senior-VP (Fin/Admin) Group responded:
Strongly Agree

VP-University Relations Group responded:
Strongly Agree

President's Group responded:
Agree

Question 1:b [Group Assigned: All]

Associated TCL Capability

- N/A

The exercise scenario was plausible and realistic.

VP-Student Affairs Group 1 responded:

Strongly Agree

Provost's Group responded:

Agree

VP-Student Affairs Group 2 responded:

Strongly Agree

Senior-VP (Fin/Admin) Group responded:

Strongly Agree

VP-University Relations Group responded:

Strongly Agree

President's Group responded:

Strongly Agree

Question 1:c [Group Assigned: All]

Associated TCL Capability

- N/A

The use of the Tabletop Exercise System Technology (TEST), and its associated videos and media, helped engage us in the scenario.

VP-Student Affairs Group 1 responded:

Strongly Agree

Provost's Group responded:

Strongly Agree

VP-Student Affairs Group 2 responded:

Strongly Agree

Senior-VP (Fin/Admin) Group responded:

Strongly Agree

VP-University Relations Group responded:

Strongly Agree

President's Group responded:

Strongly Agree

Question 1:d [Group Assigned: All]

Associated TCL Capability

- N/A

Participation in the exercise was appropriate for someone in my position.

VP-Student Affairs Group 1 responded:

Strongly Agree

Provost's Group responded:

Strongly Agree

VP-Student Affairs Group 2 responded:

Strongly Agree

Senior-VP (Fin/Admin) Group responded:
Strongly Agree

VP-University Relations Group responded:
Strongly Agree

President's Group responded:
Strongly Agree

Question 1:e [Group Assigned: All]

Associated TCL Capability

- N/A

The participants included the right people in terms of responsibility, experience and mix of disciplines.

VP-Student Affairs Group 1 responded:
Strongly Agree

Provost's Group responded:
Strongly Agree

VP-Student Affairs Group 2 responded:
Agree

Senior-VP (Fin/Admin) Group responded:
Strongly Agree

VP-University Relations Group responded:
Strongly Agree

President's Group responded:
Strongly Agree

Question 1:f [Group Assigned: All]

Associated TCL Capability

- N/A

This exercise allowed my facility/organization to practice and improve priority capabilities.

VP-Student Affairs Group 1 responded:
Strongly Agree

Provost's Group responded:
Agree

VP-Student Affairs Group 2 responded:
Agree

Senior-VP (Fin/Admin) Group responded:
Strongly Agree

VP-University Relations Group responded:
Strongly Agree

President's Group responded:
Strongly Agree

Question 1:g [Group Assigned: All]

Associated TCL Capability

- *N/A*

After this exercise, I believe my facility/organization identified a number of issues that, if improved upon, will better prepare us to deal successfully with an event of this nature.

VP-Student Affairs Group 1 responded:

Strongly Agree

Provost's Group responded:

Agree

VP-Student Affairs Group 2 responded:

Agree

Senior-VP (Fin/Admin) Group responded:

Strongly Agree

VP-University Relations Group responded:

Strongly Agree

President's Group responded:

Agree

Issues and Strengths : Module 1

Issues and Strengths : Module 2

Issues and Strengths : Module 3

Issues and Strengths : Module 4

Issues and Strengths : Module 5

Issues and Strengths : Module 6

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