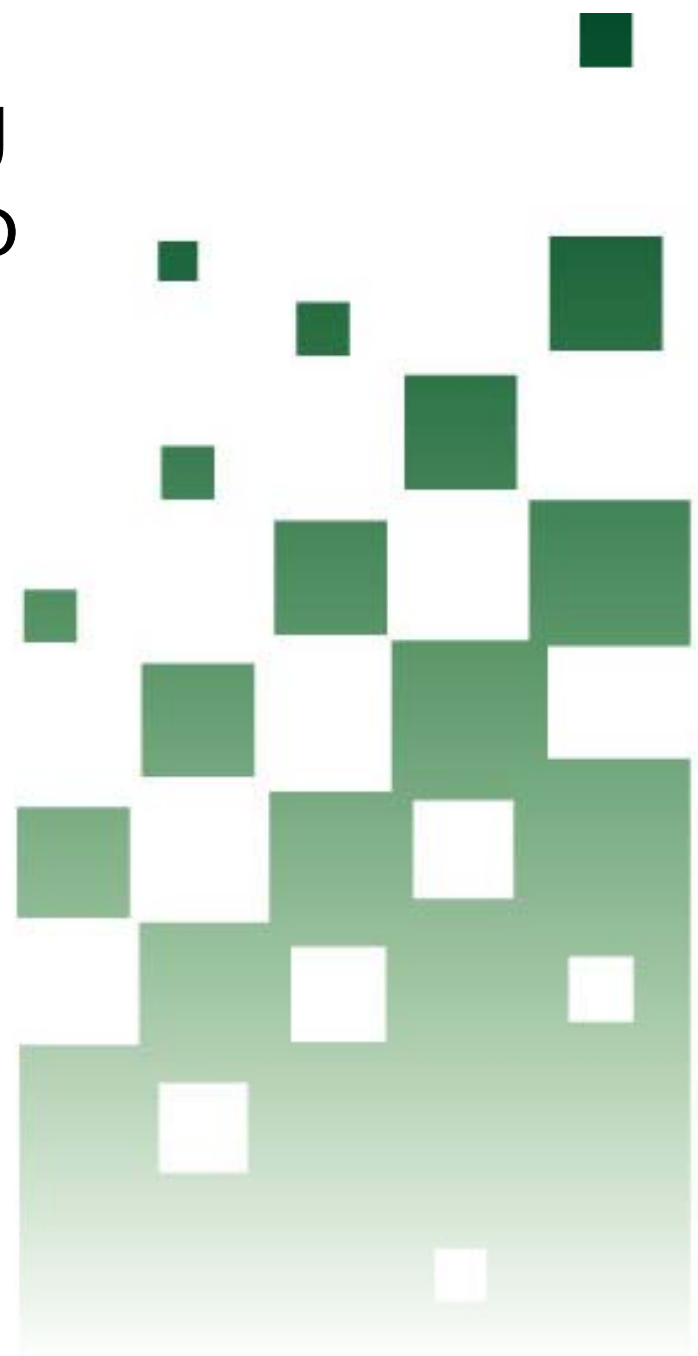


Emergency Planning and the Relationship with Finance

Kip Mecum
Director of Campus
Emergency Planning

University of Illinois
Urbana-Champaign



Emergency planning (EP) – is this a permanent or temporary situation?

- a. Cal State Northridge – 33/20 billion
- b. Katrina – 1,422/75 billion
- c. UW – 5/21/01 – ELF (domestic terrorism)
- d. Virginia Tech – active shooter
- e. Texas A&M – bonfire
- f. Oklahoma ??

Headlines & Storylines

Chronicle of Higher Education:

- a. 11/15/05 – Colleges Say Hurricanes Dealt Them \$1.4 Billion in Physical Damage
- b. 11/23/05 – Louisiana Legislature Imposes \$77 Million in Cuts on State's Colleges and Students
- c. 12/06/05 – Florida Colleges Estimate Damage from Hurricane Wilma at \$33 Million
- d. 12/9/05 – Tulane U to Lay Off 233 Professors and Eliminate 14 Doctoral Programs
- e. 12/12/05 - Southern U. will shut down 19 academic programs on New Orleans campus as part of hurricane recovery
- f. 2/24/06 – Mississippi Colleges have made progress but face long term challenges

University of Illinois – Urbana Campus Profile

- Students: 41,247
- Staff: 10,924
- Buildings: 218 w/ >10,000 GSF
- GSF Total: 17,412,051
- Budget: \$1.4 billion
- Grant Funded Research: \$344.5 million

Economic Impact of a Disaster

Louisiana EPSCoR* - Experimental Program to Stimulate Competitive Research

Xavier University:

- ◆ Generates 10,000 jobs for the nation
- ◆ 6,000 jobs for the state
- ◆ \$600 million per year for the nation
- ◆ \$380 million for Louisiana

*Louisiana EPSCoR – September 2005, Volume 2, Number 9

Economic Impact of a Disaster

Tulane (2004):

- ◆ 25,000 workers directly/indirectly
- ◆ \$689 million payroll
- ◆ \$81.5 million State & Local taxes
- ◆ Activities provide \$2 billion in revenue to La. businesses

LSU Health Sciences:

...educates 70% of health care professionals
with an economic impact of over \$1.5 billion

Report of a Mass Casualty Incident

“The Pepper Spray that got away”

George Washington University*

Japanese sell off 2 billion dollars
Dow drops 70 points

*Washington Post (Bloomberg news) – 9/3/2004

National Incident Management System (NIMS)

- HSPD #5 (2/28/2003)
- NIMS compliance
- Compliance Audit
- State Adoption

National Incident Management System (NIMS)

Compliance:

- Formally adopt NIMS
- Strategy to implement NIMS
- Train appropriate staff
- Track compliance efforts
- Institutionalize the Incident Command System

NIMS – Incident Command Sections

Planning

Operations

Logistics

Finance & Administration – manage all financial aspects of an incident

- Time Unit – daily time / agency recording policies
- Procurement Unit – vendors / coordinate with **logistics**
- Compensation and Claims Unit – injuries & property claims
- Cost Unit – cost analysis & estimates for **planning**

NIMS Compliance Audit – 3 Views

1. **NIMSCAST** – an electronic record of activities and compliance;
2. **Grant Funding** – compliance affirmed with grant funding requests / subject to audit*
3. Post-incident assessment – compliance assessed w/ request for funds;

*Dan Smith, IEMA (11/13/07) - \$6.1 million to be returned

Emergency Preparedness Protocols

National Fire Protection Association
Standard 1600 (NFPA 1600)

Emergency Management
Accreditation Program (EMAP) –
NEMA, IAEM, NACO

NFPA Standard 1600

5.16 Finance and Administration –

5.16.1 The entity shall develop financial and administrative procedures to support the program before, during, and after an emergency or disaster.

5.16.2 Procedures shall be created and maintained for expediting fiscal decisions in accordance with established authorization levels and fiscal policy.

5.16.3 The procedures shall include the following:

- Establishment and definition of responsibilities for the program finance authority including its reporting relationships to the program coordinator
- Program procurement procedures
- Payroll
- Accounting systems to track and document costs
- Management of funding from external sources.

EMAP: 4.1 Administration & Finance

Overview -

Fiscal and administrative procedures designed to support an emergency management program are important for day to day as well as disaster operations.

4.1.1 The program shall develop financial and administrative procedures to support the emergency management program before, during, and after an emergency or disaster.

4.1.2 Procedures exist to provide for maximum flexibility to expeditiously request, receive, manage, and apply funds in emergency situations to ensure timely delivery of assistance and cost recovery.



Emergency Planning and the Relationship with Finance

Who is the first responder??

Emergency Planning / Risk Liability

- a. Prevent / Mitigate
- b. Prepare
- c. Respond
- d. Recover



Virginia Tech – Some observations

- What went wrong?
- How much will be spent on ENS, security, planning, or crisis intervention?
- Is nine minutes fast enough?

2 TRUTHS

There is an insufficient supply of money to allow us to address every potential contingency.

Something will go wrong in every disaster.

Emergency Planning and the Relationship with Finance

Risk Liability – Evacuation Planning

Risk Liability – Evacuation Planning

Fire Extinguisher Training vs. Evacuation
Planning (or a reasonable measure of both?)

Evacuation template – www.ocep.uiuc.edu



Emergency Planning and the Relationship with Finance

Response

Response

Abbott Power Plant (January 26, 2001)

After Action Incident Customer Responses

Emergency Operations Plan

Disaster Recovery Contract

Libraries

Museums

Research

Data

Coordination & Collaboration

Interagency Collaboration

Cities – Champaign & Urbana

County – CCEMA

University of Illinois Urbana Campus

RECG – Regional Emergency
Coordination Group (MOU)

University Resource MOU's – Surge,
Family Reunification, ???



Emergency Planning and the Relationship with Finance

Recovery

Infectious Disease Headlines

- a. SARS
- b. Meningitis
- c. Salmonella
- d. H5N1 (??)
- e. MRSA (the “superbug”)

Emergency Planning & Finance Implications

- a. Critical Operations Personnel
- b. System Redundancy
- c. Self-reliant
- d. Remote Work
- e. Social Distancing
- f. Personal Protective Equipment (PPE)

Pandemic Flu Questions

(refer to handout)

Budgeting for Emergency Planning

- a. What do you expect?
- b. Where are you at?
- c. What do you need to do? Assess priorities
- d. How fast do you want to get there?

2 Approaches - Wisconsin / Illinois

Project Model Approach - Illinois

Contingency Funding

College/School/Department

Emergency Operations Plans

- a. All Hazards
- b. Evacuation
- c. Tornado Planning
- d. Infectious Disease

University of Illinois – Projects (in process)

- a. Emergency Notification System
- b. NOAA / NWS radio distribution
- c. NIMS Training
- d. Interoperable Communications
(NIMS)
- e. Emergency Response Guide flip
charts
- f. N95 – PPE stockpiling (in process)

Grant Funding


The role of Grants & Contracts

- Federal – DHS, FEMA
- State
- IAEM – University & Colleges Committee
- DRU Listserv: University of Oregon (Andre LeDuc)

Exercises – just do them!

Emergency Planning and the Relationship with Finance

What is a worst case scenario??



The only difference
between an "ordeal" and
an "experience" is your
level of preparation.

University of Illinois Urbana Campus
Office of Emergency Planning
(www.ocep.uiuc.edu)

Kip Mecum, Director of Campus Emergency Planning
Division of Public Safety
1110 W. Springfield Avenue
Urbana, Illinois 61801
Ph:217-333-1491 Fax: 217-244-7181
Email: kpmecum@uiuc.edu

“Emergency Planning and the Relationship with Finance”

Pandemic Business Continuity Questions

1. In the event of a pandemic and the University is forced to close, how do we handle academic progress issues and what do we do if students renege on paying their tuition?
2. How do we adjust their tuition for semester interruptions and what happens to our cash flow if we are forced to close for a period of 2, 6, or 8 weeks?
3. Will this affect our ability to pay our employees?
4. What do we do about employees who refuse to come to work because of the perceived risk of infection?
5. If 35-40% of the work force fails to show up, what operations will have to be shut down, and what are the financial implications of doing so?
6. Have we identified the critical research operations and do we have a plan for shutting down the less critical research operations?
7. Do research grants contain language about ongoing and uninterrupted operations in support of the funding that is being provided? If they do, have we included language in our contracts or replies that provide us leeway during significant crises where we can modify the amount of institutional support for research and redirect the resources elsewhere.
8. If employees who fail to come to work are allowed to use their benefits to be absent, what will our overtime costs be if we are forced to stretch our current resources to cover round the clock shifts?
9. Have we properly identified the critical operations support positions and informed those staff members of the requirement that they report to work during an emergency? Have we likewise informed those staff members who do not need to report to work during an emergency?
10. Have we identified the various trigger points within our plans and assessed the financial implications if applicable?
11. Do we provide on campus housing for workers who have been deemed critical to the continued function of the university?
12. How many students will remain in residency and how do we feed them and care for them? UIUC has 6,000 international students who would likely be forced to remain on campus during a pandemic.

Note: We believe that the Urbana Campus will be home to numerous domestic students who choose to remain in C-U at their parents urging rather than go home to a major metropolitan area like Chicago, St. Louis, or Peoria.

13. Have we identified and stockpiled the appropriate PPE for our employees to allow them to maintain our operations during an infectious disease outbreak?
14. What is the impact of our decision making process on the other HR issues such as collective bargaining agreements? Overtime restrictions? Scheduling and access of employees to their benefit time?
15. Will the community require our space for quarantine and isolation? If so, what is the impact on our ability to house our students? How soon do these facilities get returned to us for our use and how will we assure students that it's safe to return?

16. Will other facilities be needed for “surge” hospital space? Family Reunification? Logistical support?
17. Do we have a plan for distribution of vaccines from the Strategic National Stockpile for our students and the faculty and staff and their families?
18. Do existing state laws or College/University policy applications allow for operation of the University under extreme conditions up to and including the possibility of suspending laws or regulations in the interest of business continuity?

Are there more?

Note: Identifying and tracking the financial impacts of these issues that may arise during a pandemic or any campus emergency is the responsibility of the Finance and Administration unit within the Incident Command System. The ability to track, document and justify the costs of any event ultimately affects the ability of the unit to secure assistance from other agencies.

TREASURY INSTITUTE FOR HIGHER EDUCATION SYMPOSIUM - 2008

Savannah handout (120507)