



Touro College

Campus Security Quarterly

Emergency Preparedness \* Information Security \* AWARENESS EP\*IC\*S

# EXTRA! EXTRA!

Welcome to the summer issue of EPICS! Within these pages you will find information on Emergency Preparedness, Campus Security and Information Security. There are plenty of tidbits, puzzles and even a congratulations note for you to read through. So, sit back, relax and enjoy this information packed edition!

As always we would like to hear from you on any ideas you may have for future issues and your thoughts on the newsletter in general. Drop us a note at [epics.news@touro.edu](mailto:epics.news@touro.edu). Enjoy your summer, and, remember, we are always looking for writers ,so why not share your knowledge.....

## Volume 5, Issue 2

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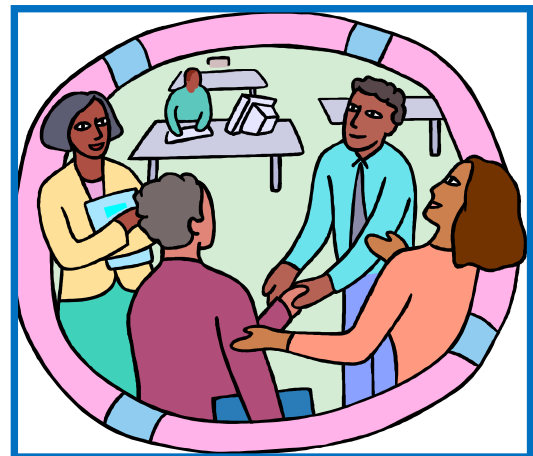
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# EMP: CONGRATULATIONS

On Tuesday, June 17, 2014 the Department of Emergency Preparedness hosted its 4th Annual EMP Appreciation Luncheon for Emergency Evacuation Coordinators (EECs), CPR responders and their supporters. Guests viewed a film showing the effects of a mega hurricane on New York City, received a training session on situational awareness, and participated in a raffle. It was a great opportunity for members of the emergency response team to get to know their counterparts at other Touro locations without the pressure of an emergency situation.

Robert Babsky and Francisco Castano received Merit Awards for their contribution in raising the issue of situational awareness; Sileni Cabrera, Adriana Jimenez, William Moro, Kris Ledins, Damaris Richardson and Amy Toole received Outstanding Service Awards for their considerable contribution to the safety and resiliency of Touro College. The raffle gifts included a portable breathing mask, emergency



kits with enough supplies for two and four people, and an automotive emergency kit. Our raffle winners were Manuela Feliz, Lydia Perez, Stanley Boylan, Rina Figueroa and Josh Finkelstein. Congratulations to all of our winners, and thumbs up to all of our emergency responders. Keep up the good work!

*Shoshana*

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# EMP: Training Opportunities

As part of our mission to increase the college's preparedness, EMP will offer two types of trainings on a regular basis, fire extinguisher training and an expanded CPR program. Fire extinguisher training will be done in three phases, beginning with EECs and Resident Assistants. Amy Toole and Kris Ledins will conduct CPR training throughout the year, expanding our "Our Save a Life, Save a World CPR program". The training will initially be offered to staff and faculty only, with possible expansion to the student body next year.

## EMP NEWS: CPR TRAINING at TOURO COLLEGE

Each year approximately 383,000 sudden cardiac arrests occur outside of a hospital setting, with nearly 88% of these incidents occurring at home. According to the American Heart Association, 70% of Americans reported feeling helpless to act during a cardiac emergency because they either did not know how to administer CPR or their training had significantly lapsed. As a result, less than one third of individuals who suffered a sudden cardiac arrest outside of a hospital setting received CPR from bystanders, ultimately leading to countless unnecessary deaths.

Recognizing that cardiac related emergencies have the potential to seriously impact the health and safety of the Touro College community, the Department of Emergency Preparedness has taken the initiative to maintain a well-organized and effective CPR training program over the past several years.

Through coordination with external training agencies, the Department of Emergency Preparedness has ensured that CPR classes have been made available for the countless volunteer emergency responders who serve the Touro College community every day.

In an effort to enhance the accessibility and quality of CPR classes for current and future volunteer emergency responders, a new and improved CPR training program is set to be unveiled starting September of 2014. One of the most significant changes to the new CPR training program is that classes will no longer be instructed by outside agencies, rather designated staff within the Department of Emergency Preparedness, who have been certified as American Heart Association CPR Instructors, will teach all of Touro College's CPR classes. The ability for Touro College to oversee and maintain its very own, fully integrated CPR training program will allow for smaller CPR classes to be held more frequently at various convenient campus locations throughout the New York region. Not only will class participants get to know and converse with their instructors more freely, but it will also serve to further bolster a culture of preparedness within Touro College.

While there are many changes that have been made to Touro College's CPR program including; the addition of online class registration and use of (continued on next page)



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## EMP NEWS: CPR TRAINING Continued

state of the art training equipment, course content will remain within the American Heart Association guidelines for Heartsaver CPR and certification cards will be issued to participants upon successful completion of the course material. The certification cards are valid for two years and can easily be renewed by registering for another CPR class. The Department of Emergency Preparedness

values the time commitment put forth by all CPR responders at Touro College and thus will continue offering CPR classes free of charge to all who wish to join the College's extensive network of volunteer emergency responders. We hope to see you at our next class!

- K. Ledins

## EMP: "DID YOU KNOW..."



... Before Hurricane Katrina struck in 2005, Hurricane Andrew had been the costliest hurricane in U.S. history. This 1992 storm slammed into southern Florida, causing about 25 billion dollars in damage. The hurricane was a Category 5 when it made landfall. Stay on top of changing weather situations while you are at Touro by registering for [TCAAlert](#). We send notices to your Touro email accounts as soon as we have information to share.

## EMP News: - Health Watch

### What You Need to Know About MERS

With summer here, we usually think more about sunscreen and bug spray, and less about catching a cold or flu. However, the recent news stories about MERS may have you feeling worried. Although MERS is a serious world health concern, there is no reason to panic.

Here are the key things you should know about Middle East Respiratory Syndrome, or MERS:

#### What is MERS?

- MERS is a coronavirus, like SARS, or the common cold
- Its symptoms are similar, and include fever, cough, and shortness of breath
- Symptoms can take up to 14 days after infection to show up
- MERS has been centered in Saudi Arabia and the Middle East, including confirmed cases in Jordan, Kuwait, Oman, Qatar, United Arab Emirates, Yemen, and Lebanon. There have also been cases in France, Turkey, Italy, The United Kingdom, Tunisia, Egypt, Greece, Malaysia, The Netherlands, and the United States
- About 30% of patients with a confirmed case of MERS have died



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## EMP News: Health Watch Continued

### How is MERS Spread?

- It is thought that camels and/or bats are the primary source of infection
- **There is no evidence of sustained human-to-human transmission of the virus. In other words, MERS does not spread easily from one person to another.**
- All cases outside of the Middle East have been in people who had recently traveled to the Middle East, or who have been in close contact with someone who had traveled to the area. Many of the cases were in healthcare workers in the region. Note: having “close contact” is defined as living with, or caring for, an infected person.

### How can I protect myself against MERS?

- The World Health Organization has not issued any travel or trade restrictions for those traveling to the Middle East. For those in the Middle East who are in contact with camels, the Centers for Disease

Control and Prevention (CDC) recommends the use of protective masks and gloves.

- If you are planning on traveling to the Middle East, you should take standard hygienic precautions such as washing your hands after using the restroom and before eating, and being cautious around people who appear to be ill.

Overall, with basic awareness, and by following simple hygiene measures, the World Health Organization expects the spread of MERS to be easily controlled. The chances of catching MERS in the United States are low, but if you experience any of the symptoms of MERS, especially after travel to the Middle East, you should immediately seek medical care. If you are diagnosed with the virus, please call the Emergency Preparedness Illness Hotline number at **1-877-700-4161**.

- A. Toole

## EMP: Situational Awareness

As an emergency manager I am always looking for ways to incorporate what occurs around us into a teachable moment; something that will help others when dealing with crisis situations. Whether it’s something on the news, in an article, or a disaster movie I’m always trying to figure out how to turn it into something usable for Touro’s Emergency Evacuation Coordinators (EECs). Several weeks ago, an incident occurred that reminded me about the importance of Situational Awareness (SA). It’s a term usually used by the military and law enforcement, but has become a must for lay people as well.

Situational Awareness is more than paying attention to what’s going on around you; it’s the ability to **scan the environment and sense danger, challenges and opportunities while maintaining the ability to conduct normal activities**; in other words, paying attention to your surroundings while not appearing to be paying attention.

### Understanding the Baseline

**Awareness is a choice.** Once that choice is made, there is a part of the brain that is responsible for monitoring the senses, called the **Reticular Activating System (RAS)** that kicks into action. Once you tell yourself to pay attention to certain things, your RAS will scan for and acknowledge those things when it encounters them, and sends the information to your subconscious. Your subconscious will put all of the information together *(continued on next page)*

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# EMP: Situational Awareness Continued

**forming a pattern that alerts you something is wrong.** This process takes place in split second timing, so your subconscious can process a lot of information at one time.

The most basic tenant of situational awareness is to always monitor the baseline. **Every environment has a homeostatic (a stable, constant condition) state of what things look, sound and feel like when nothing much is going on.** That stable, constant condition is the baseline for that environment. For example, if you walk around in the woods in the late afternoon, things are pretty quiet; there's not much activity. As the evening comes in, the baseline changes a bit. Day animals go in for the night and the night feeders come out. There is an increase in noise and activity, but not much. It is still within the realm of the norm. However, if a predator appears, all the prey animals react and the noise level suddenly spikes. Each animal announces to its species that there is a predator in the vicinity. The baseline has been drastically altered.

Each neighborhood, office, park, or any environment you can think of has its own baseline. In one area people move at a certain pace, talk in a certain volume, stand at a socially acceptable distance from one another. This combination of noise and activity all constitutes that area's baseline. So being able to develop awareness is dependent upon first knowing the baseline for the area you are in and recognizing variations to the baseline. Once one recognizes the disturbances to the baseline one must evaluate if those disturbances represent a specific threat or an opportunity.

## Obstacles to Situational Awareness

There appear to be three major reasons why our SA skills are not as strong as they should be.

- **Not Monitoring the Baseline** – If you do not monitor the baseline, **you will not recognize the presence of predators that cause a disturbance.** One of the keys to personal security is learning to look for and recognize these disturbances. Some disturbances are dangerous, others are entertaining; what matters is that you can identify both.
- **Normalcy Bias** – Many times we ignore an alert from our brain because we have such a strong desire for there to be NO danger. **We want things to be ok, so we don't accept that the stimulus we are receiving represents a threat.** We have a bias towards the status quo – nothing ever happens when I do this, so nothing is likely to happen.
- **Focus Lock aka Tunnel Vision** – This is any form of **distraction that is so engaging that it focuses all of our awareness on one thing and by default, blocks all other stimulus in our environment.** If someone is texting and walks into people or poles on the street they are in a focus lock. Our smart phones are the single most effective focus lock ever invented. They rob us of our awareness in times and places where we need it the most.



## Effective Techniques to Stay Aware

So what can we do to change this very sad state of affairs?

**Monitor the Baseline** – At first, this will require conscious effort, but after a while you will be able to monitor the baseline subconsciously. As with all things, **practice makes perfect.**

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# EMP: Situational Awareness Continued

- **Fight Normalcy Bias** – Look at every disturbance as a potential threat; this allows you to begin assessment of the actual risks in every situation. As you learn, people will think you are paranoid or jumpy, but that’s ok. It’s a skill that could save your life.
- **Avoid Focus Lock** – It’s ok to text while you are sitting at your desk or lying in bed; but **it’s not ok to text as you walk to across the street.** Put that phone down and just pay attention. I promise the phone will not get up and walk away from you.

Developing awareness is a skill, and like all skills you must practice to improve. At first it will seem very awkward and you will feel self-conscious. That’s ok. After a while, you will be the person everyone looks at and says, “How did you know that was going to happen?” All of your friends will begin to think you have oracle powers just because you pay attention better than the average person.

- S. Yehuda

# CAMPSEC: Lost & Found

This quarter we would like to call your attention to the Lost and Found section on Campus Security’s Portal Page (myTouro.touro.edu under **Campus Security**). We make every effort to return lost/found items to their rightful owner. Any item(s) found and turned over to Campus Security is listed on the Portal Page with a description of the item(s) and where it was found. The next time you misplace or lose an item visit our Portal Page...you just might be in luck.



# CAMPSEC : “Did you know....”

that in 2012, USA Today reported that San Franciscans and New Yorkers lost their phones three times more often than Chicago-ans.....here are steps you can take to protect your Android Phone from theft and unauthorized use:

- Register your phone with NYPD Operations ID
- Register your phone by going to <https://accounts.google.com/serviceLogin>.

If your Android phone is lost or stolen this service will allow you to log onto your Google “Gmail” account from any device that has internet

access. You can then direct your Android to do the following:

- Wipe the device clean of all sensitive material
- Send a text message to the device
- Have the phone ring, which may assist in locating your phone

Other phones such as the iPhone have a “find my iPhone” app that you can use.



- K. Suero

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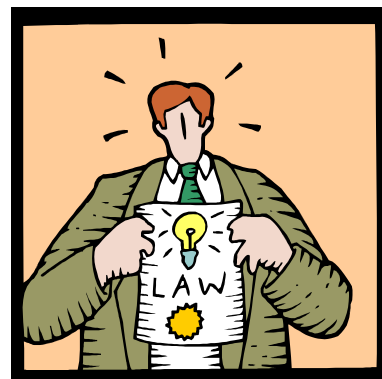
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## CAMPSEC : NEW CLERY REGULATIONS

New regulations entitled “The Violence Against Women’s Act” (VAWA) have been developed for Clery reporting and we are required to ensure that the Touro Community is informed of these additional regulations and how these regulations apply to our College community. As a result we will be upgrading our training segments on the Campus Security Portal Page to include such topics as:

- Stalking
- Bystander Intervention
- Sexual Orientation and Gender Identity
- Racism and Classism (Discrimination)
- Controlling Behavior



These are just a few of the topics that will be added to familiarize our community with the new regulations. We will also include the policies regarding these new regulations. Any incidents and/or occurrences at Touro should be reported **IMMEDIATELY** to the Campus Security Department. These incidents/occurrences are used as follows:

- Clery Compliance (Reportable Incidents)
- Tracking and Trending
- Assisting us with upgrading and installation of Security Systems
- Assure matters that may impact Security such as lights being out, floods and items in need of repair are addressed
- Documentation of an occurrence

Incidents/occurrences can be reported as follows:

- Any Security Officer
- Directly to Campus Security
- A Campus Security Authority
- Dean
- Site Manager
- Via fillable Campus Security Incident Report found on the portal page that can then be printed, scanned and emailed over to us or faxed

We are currently in the process of automating the reporting process with new software. This means that you will be provided a link to which you can report any incident/occurrence electronically and the incident will be captured in the data base and referred to the appropriate department for handling. All Clery related offenses will automatically be captured.

## CAMPSEC: Annual Fire Safety Report



Just a reminder that our Annual Security and Fire Report will be available on October 1, 2014. You can request a hard copy by contacting our office at (212) 463-0400 x 5145. You can also download a copy via the Touro portal (myTouro.touro.edu under **Campus Security**) or on the Touro website at [www.touro.csd1](http://www.touro.csd1).

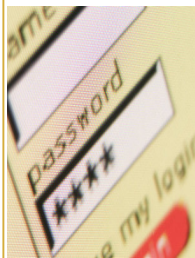
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## InfoSec: "Did you know..."



that earlier this year, CNN reported that the most common password used this year was "123456," and this unseated last year's No. 1 pick, "password." At Touro, we require users to follow password criteria when selecting portal passwords thus negating both years popular picks . The criteria requirements consist of a minimum length of eight with upper and lower case characters and a number and special character (such as ! Or @ or #) in the mix.

## Information Technology changes.....

Over this summer, new computer features throughout our NY campuses will be activated on the Touro academic network workstations that will allow your "MyTouro Portal" credentials (USER NAME and PASSWORD) to log you into any computer on the academic network, in the computer labs and libraries. Look for the IITS announcement.

If you need help setting up your MyTouro portal credentials, our computer technicians in all Touro computer labs are able and happy to help you! Or, you can also call the "My Touro Support Line" at 1-855-MYTOURO (855-698-6876).

Some benefits that these new features will provide on the Academic Network are:

- **Consistency:** All Students will be able to use their "MyTouro" portal credentials as their windows login to all computers in the computer labs and libraries.



- **Space:** Touro Students will be provided with free access to Microsoft Office365 integrated with Microsoft SkyDrive Pro with 1TB (1000GB) of free file space storage . (starting with 25GB and expanding to 1 TB in the next couple of months).
- **Modernization:** Newer, faster Windows computers are being rolled out and will be made available as part of the Academic Network.
- **Speed:** Touro's Academic Network will provide a standard platform for rolling out future improvements, additional resources and services more quickly to Students.
- **Security:** Improved processes will increase security by ensuring anti-virus and operating systems are being updated to protect Students against malware and viruses. These improved processes and increased security means more uptime of computers and access to computer resources.

## InfoSec: coming soon.....

Over the summer we tend to let our guard down and this can be dangerous when you are sifting through large amounts of emails.....remember never respond to a request for personal information via an email... IT will never ask for a password in an email and this practice will not be followed by reputable companies, either...when in doubt, ask. Email is not secure and because of this, Information Security is working to implement an email encryption solution... watch for announcements over the next few months related to email encryption....

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# FUN and GAMES

## Cryptogram: Campus Security

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y	Z
				U				Z											C						

\_\_\_\_\_ E \_\_\_\_\_ T I \_\_\_\_\_ I \_\_\_\_\_ E \_\_\_\_\_ I T  
 K N G U A R X C Z K Q Z G X G U E H A Z C I  
 \_\_\_\_\_ I \_\_\_\_\_ E \_\_\_\_\_ T \_\_\_\_\_ T  
 G S Z P P X Q U X G I M X I C K G H Y Y K A C  
 \_\_\_\_\_ T \_\_\_\_\_ E \_\_\_\_\_ I T \_\_\_\_\_ E  
 C K H A K G G U E H A Z C I E K Q E U A Q G  
 \_\_\_\_\_ I \_\_\_\_\_ E E \_\_\_\_\_ E T \_\_\_\_\_ E \_\_\_\_\_ E \_\_\_\_\_ T  
 Z G T K A U R U A I K Q U C K N U K N G U A R X Q C



## Word Search: Information Security

P	R	E	P	O	R	E	T	A	L	F	Y	N	Y	C
A	I	N	F	O	N	R	M	I	L	G	A	T	Y	I
S	O	N	S	I	S	E	A	A	O	C	U	B	R	I
S	T	Y	L	S	U	M	G	L	I	N	E	C	I	D
W	E	N	N	T	E	M	O	A	S	R	Q	I	U	I
O	O	C	K	L	O	N	B	Y	B	A	S	D	Y	P
R	O	S	S	N	H	I	E	U	B	L	E	E	C	Q
D	D	F	I	C	Y	W	L	R	N	U	O	N	A	L
S	D	T	E	A	D	L	D	T	A	T	P	T	V	M
U	O	T	Z	M	Y	Q	Q	I	I	W	U	I	I	V
R	P	O	L	I	C	Y	N	M	O	D	A	T	R	I
C	K	B	N	E	T	W	O	R	K	R	E	Y	P	R
N	I	G	G	L	B	Y	R	H	H	M	D	R	W	U
N	J	Z	F	G	C	C	I	Z	F	H	G	N	C	S
T	J	M	Y	D	E	R	Y	U	M	A	H	W	A	B

ANDROID, AWARENESS, CREDIT, CYBERBULLYING, EMAIL, FLAG, IDENTITY, MAC, MONITOR, NETWORK, ONLINE, PASSWORDS, POLICY, PRIVACY, TECHNOLOGY, UMBUNTU, VIRUS



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## EMP: OEM Watch

### New York and the Metropolitan Area

New York City Office of Emergency Management  
165 Cadman Plaza East, Brooklyn, NY 11201  
Ph: (718) 422-4888  
Web Page: [www.nyc.gov](http://www.nyc.gov)

### California (Solano County)

Solano County Office of Emergency Svcs  
530 Clay Street, Fairfield, CA 94533  
Ph: (707) 784-1600  
Web Page: [www.co.solano.ca.us](http://www.co.solano.ca.us)

### California (Los Angeles County)



Los Angeles County of Emergency Services Management  
1275 N. Eastern Avenue  
Los Angeles, CA 90063  
Ph: (323) 980-2261  
Web Page: [lacounty.gov](http://lacounty.gov)



### Nevada

Nevada Office of Emergency Services  
10014 North Bloomfield Road  
Nevada City, NV 95959  
(530) 265-7000  
Web Page: [www.mynevadacounty.com](http://www.mynevadacounty.com)

### Florida

Miami-Dade Department of Emergency Mgmt  
9300 NW 41st Street  
Miami, FL 33178  
Ph: (305) 468-5400  
Web Page: [www.miamidade.gov](http://www.miamidade.gov)  
Email: [oec@miamidade.gov](mailto:oec@miamidade.gov)

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