

City Hall Campus Emergency Preparedness Committee

Progress Update

July 2nd, 2026



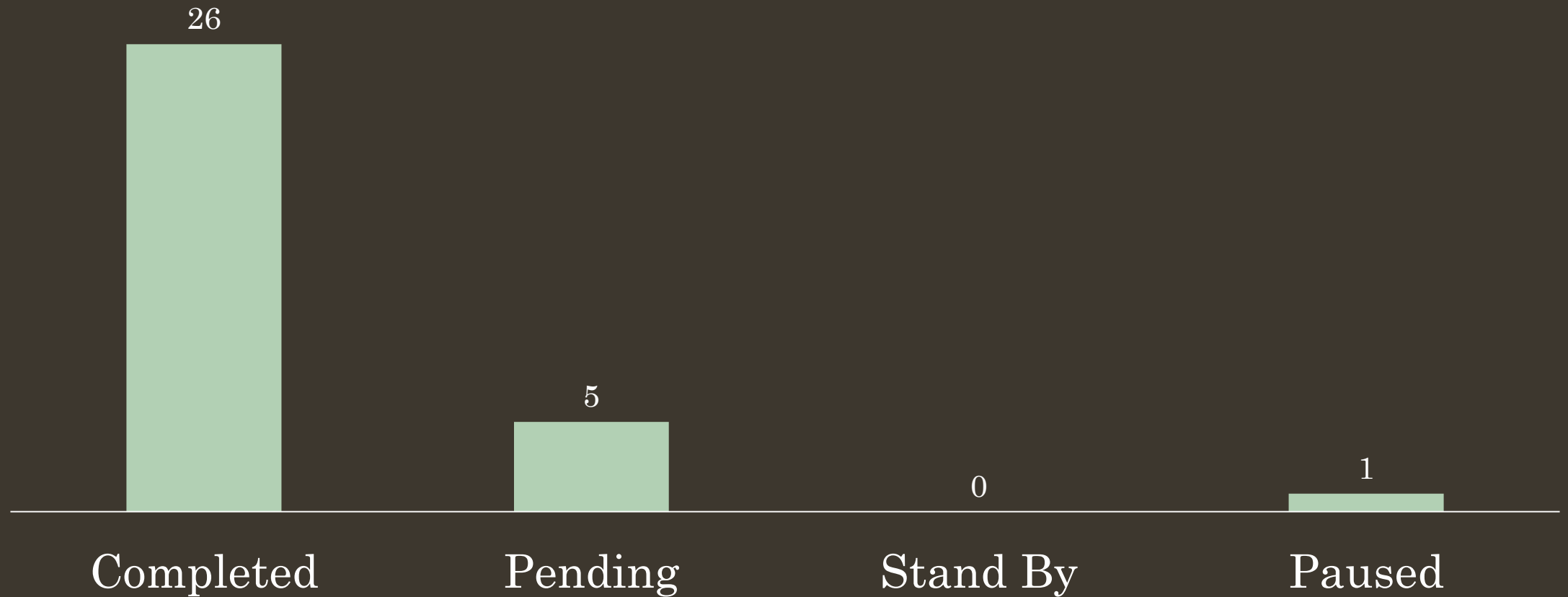
Brief Overview

- The City Hall Campus Emergency Preparedness Committee was established as a result of the event that took place on May 15th, 2025.
- The goal of this committee is to improve safety response precautions and measures at the city hall campus.
- Per ordinance, this committee shall submit a written report recommending emergency preparedness and management protocols for the city hall campus to the mayor and the common council no later than September 30, 2026.
- Task list: Originally had 28 tasks and has grown to 32.

Status Definitions

- **Completed:** the task has been executed or tested and ready to roll out
- **Pending:** the task is under review
- **Stand By:** the task is not underway yet
- **Paused:** the task has been paused indefinitely

Quick Glance (as of June 9, 2026)



Early Wins

- Develop Facility Safety Plan
 - Included 4 tasks
- Safety Training Calendar
- PA System Training
- Code Red Testing
- Learning Management System
- 911 tied to City Hall Security
- Building Emergency Codes
- Security Cameras
- DEC Public Safety Alerting
- City Safety Meetings
- QR Code – Safety Website
 - Included 2 tasks
- Healthy Reward Points
- DER-Employee Separation Policy
- Create Joint Information Center
- Panic Button Testing
- MPD Full Building Access Badge
- Employee Safety Newsletter
- City Hall Opening Hours
- Employee Safety Website
- Building Floor Maps
- CAT Conference Line
- Code Red SOP

What's Left?

- **Pending**

- Incident Command System
- Council Concerns
 - This will remain an open task
- Staff Meeting Mock Tabletop Exercise
- Department Safety Visits
- Desktop Alerts
- Parking/Visitation Policy