

Emergency Preparedness (COVID-19) Conference Call

April 24, 2020

11am

Attending: Boston, Greater Hartford, Southern CT, Westchester, Buffalo, New York, New Jersey, Philadelphia, Pittsburgh, Baltimore

Jim Kleeman of BOMA New York welcomed all to the call. Each Local will talk about how they are handling the Coronavirus (COVID-19) in their area, their plans on opening/occupying their buildings. Over the last two weeks there has been a lot of information on how to do this. Cushman & Wakefield has a document about preparing buildings for tenants to return.

New York City

- Metrics are needed on how to get the number of people that will be returning to the building. MIT has said 50-60% of the employees will be returning to work.
- What can we do with the buildings as they are right now? HVAC, elevators, etc?
- What would we like to do? Voice activated doors, elevators, etc.
- Specific guidance is needed from local government, CDC-masks, temps being taken, social distancing, etc.
- We must know the capabilities of each building/understand the building (lobby personnel and engineers need to be informed)
- We must find out how/what the tenants want on the first day back to work, and they must receive a plan from the owners/managers on what to expect.
- Do the tenants have their own plan/requirements on cleaning? What is in their lease agreement?
- OSHA is getting involved. Workplace standards, sanitation, social distancing
- Others issues: unions, approved cleaners, elevator capacity, filters/fans/duct work, photo IDs with masks on
- Mass transportation: How are people coming to work: train, subway-social distancing not possible and then they enter the buildings

Boston

- They hold weekly calls
- Re-occupancy plans are being put into place
- They are waiting on the Massachusetts Governor to give a *return-to-work* date

Greater Hartford

- Cushman & Wakefield has put together a document but smaller plans are being worked on for local areas
- Gathering information to present to the tenants
- Different needs for office high-rises and suburban parks
- Legal issues: taking temperatures, multi-tenant floors/buildings
- Use only one access to enter building
- HIPPA concerns with privacy

Southern CT

- Beginning to coordinate back to work
- Waiting for the state to establish back to work processes, procedures and time lines.

Westchester

- New York, New Jersey, CT all working together to put a plan in place
- Parking at buildings: more people will be driving in their own vehicle to avoid mass transit....are the buildings able to handle more vehicles in their lots/garages?

Buffalo

- Besides working on how to we ramp up to get back to work, how do we ramp down if this happens again?
- Buffalo is a border town so now dealing with Canada and their requirements and the US requirements

New Jersey

- New Jersey has two halves: suburban and metropolitan. Each one has different needs. They are preparing to re-occupy by May 15th at this time

Philadelphia

- They are paying close attention to the State mandates
- They will be having a call with the Philadelphia Emergency Preparedness people
- Discussing elevator protocol, cleaning, re-entry, HVAC, points of entry
- Owners must speak to the tenants and be collaborative

Pittsburgh

- Pittsburgh has written to the Governor, Senators and Dr. Levine of the Health Department asking for guidance
- How will people be moved through the building once they are inside? Huffington Post has an article from the Far East on footprints on the floor for the people to follow.

Baltimore

- They have been invited to be on a COVID-19 task force
- Mandated Tier 1, Tier 2, Tier 3 protocols to enter the building (not in place yet)
- Informing Baltimore members of the services other members can provide
- Stocking 2-3 months of supplies for employees

Call ended at 12pm