

SEPTEMBER 25-27, 2002

MARRIOTT FINANCIAL CENTER

NEW YORK, NEW YORK



COURTS IN THE AFTERMATH OF SEPTEMBER 11TH  
**NINELEVEN** SUMMIT

## REGISTRATION

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### HOSTS

NEW YORK STATE UNIFIED COURT SYSTEM

NATIONAL CENTER FOR STATE COURTS

CENTER FOR COURT INNOVATION

CENTER FOR JUDICIAL STUDIES AT PACE UNIVERSITY SCHOOL OF LAW

CENTER FOR DOWNTOWN NEW YORK AT PACE UNIVERSITY

## DEAR COLLEAGUE,

We are pleased to invite you to the 9-11 Summit: Courts in the Aftermath of September 11<sup>th</sup>.

In the wake of September 11<sup>th</sup>, the New York State courts, and indeed courts across the nation, faced



unique challenges. Now, ten months later, courts continue to grapple with the impact of that day, as well as with the need to plan for future emergency situations. With all state court leaders confronting issues ranging from security concerns to the development of fail-safe communications, automation and records access systems, the New York State Unified Court System and the court systems of Virginia, the District of Columbia, Pennsylvania and Oklahoma are co-hosting a national 9-11 Summit to discuss what we have learned from the events of September and other disasters, and where we go from here.

The Summit, which is also being hosted by the National Center for State Courts, Pace University and the Center for Court Innovation in

New York, will bring together the leadership of the judiciary, court administration, the bar, academia and the executive and legislative branches. It will be held September 25-27, 2002 at the Marriott Financial Center in Lower Manhattan, adjacent to the World Trade Center site.

The effort to maintain our rule of the law in an uncertain and volatile environment requires close collaboration and communication among leaders and policymakers in all branches of government, law enforcement and the business community. In order to be successful, a national convention on disaster-related experience and response must include the widest



possible spectrum of participants. The 9-11 Summit will provide an opportunity for such discussion as well as produce published materials that we anticipate providing to policymakers nationwide. We look forward to seeing you in New York in September.

VERY TRULY YOURS,

Judith S. Kaye  
Jonathan Lippman

## SUMMARY AGENDA

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### WEDNESDAY, SEPTEMBER 25, 2002

- 4:00 P.M.            **HOTEL CHECK-IN AND CONFERENCE REGISTRATION**
- 6:00 P.M.            **RECEPTION**

### THURSDAY, SEPTEMBER 26, 2002

- 7:00 A.M.            **CONTINENTAL BREAKFAST**
- 8:30 A.M.            **WELCOME**
- 8:45 A.M.            **PLENARY SESSION**  
LEADING THE COURTS: *The First Seven Days*
- 10:15 A.M.           **BREAK**
- 10:30 A.M.           **CONCURRENT PANELS**  
THE AFTERMATH: *Court Administration and Practice Issues*  
GETTING THE WORD OUT: *Communication, Coordination, Collaboration*  
THE BAR RESPONSE: *Legal Assistance for Victims and Families*
- 11:45 A.M.           **LUNCH AND SPEAKER**
- 1:15 P.M.            **PLENARY SESSION**  
SAFETY AND SECURITY POLICY ISSUES FACING COURT ADMINISTRATORS
- 2:30 P.M.            **BREAK**
- 2:45 P.M.            **CONCURRENT PANELS**  
SAFEGUARDING COURT RECORDS: *Paper, Microfiche and Automated Data*  
OUT OF THE GOODNESS OF OUR HEARTS: *Managing the 9-11 Charities*  
NEW THREATS: *Bioterrorism*
- 4:00 P.M.            **ADJOURN**

### FRIDAY, SEPTEMBER 27, 2002

- 7:00 A.M.            **CONTINENTAL BREAKFAST**
- 8:30 A.M.            **PLENARY SESSION**  
Emergency Preparedness Plans: *An Overview of Policy and Practice Issues*
- 10:00 A.M.           **BREAK**
- 10:15 A.M.           **CONCURRENT PANELS**  
THE COST OF PREPAREDNESS: *Budget Issues and Funding Opportunities*  
NEW THREATS: *Cyberterrorism*  
THE LEGAL AFTERMATH: *Terrorism Laws and Disaster-Related Litigation*  
EMERGENCY PREPAREDNESS PLANS: *A Practical Workshop*
- 11:30 A.M.           **CHIEF'S ROUNDUP**
- Noon                 **CLOSING REMARKS**

## THURSDAY SEPTEMBER 26

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8:30 – 8:45 A.M.

WELCOME

8:45 – 10:15 A.M.

PLENARY SESSION

### LEADING THE COURTS:

#### *The First Seven Days*

Everyone believes that their court facilities will not be targeted for a terrorist attack, or that disasters, natural or man-made, only happen to other people. Yet, as we are all too aware, catastrophic events can happen to anyone, at any time. Hurricanes, floods, fire, and earthquakes, as well as terrorism and civil disorder all threaten the ability of the courts to remain open. During this plenary session, judges and court administrators will discuss challenges they faced when presented with a catastrophic event and the critical leadership and policy making roles they each played in the first hours and days following the event.

10:30 - 11:45 P.M.

CONCURRENT PANELS

### THE AFTERMATH: *Court Administration and Practice Issues*

Court systems must take action in the face of natural or man-made disasters. The actions needed can include relocating courts to temporary quarters, suspending state statutes of limitation, extending motion filing and response deadlines, expediting court procedures, recreating or restoring documents,

and developing systems of contacting employees, jurors, litigants and attorneys. This panel will discuss the steps that court leaders have taken when faced with a disaster.

### GETTING THE WORD OUT:

#### *Communication, Coordination, Collaboration*

In responding to a disaster, court policymakers must decide what message to send, to whom and how to send it. Court administrators and public information officers will address policy and practical issues surrounding internal and external communications during and following a disaster, including communicating with: court personnel; court users (e.g., the bar, jurors, and litigants); other government agencies; and, the public.

### THE BAR RESPONSE: *Legal Assistance for Victims and Families*

Large scale disasters may create a large demand for legal services among victims and their families. Members of state, national and specialty bars will discuss how to devise a disaster relief program and how to mobilize a pro bono effort in the immediate aftermath of a disaster. Their discussion will address the challenges of providing effective representation to meet the short and long-term legal needs of victims and their families and the special considerations that arise in mobilizing a pro bono effort to meet these needs.

## AFTERNOON SESSION

1:15 - 2:30 P.M.

### PLENARY SESSION

#### SAFETY AND SECURITY POLICY

##### ISSUES FACING COURT

##### ADMINISTRATORS

Disasters and potential threats challenge a court system's ability to ensure a safe and secure court environment. During this plenary session, court administrators and public and private security experts will discuss the lessons learned from their experience with disasters and describe procedures for addressing potential threats. Panelists will describe the decisions that must be made in emergency situations and discuss who should be responsible for making those decisions. Other issues to be explored include: the importance of collaborating with public and private entities; budget and fiscal considerations and design and facilities planning issues; and the impact of increased security on court access, especially with respect to the public and the bar.

2:45 - 4:00 P.M.

### CONCURRENT PANELS

#### SAFEGUARDING COURT RECORDS:

##### *Paper, Microfiche and Automated Data*

Court systems must engage in substantial amounts of record keeping, including paper records, image based records (e.g., microfilm and fiche), and automated

data records. This session will enumerate threats to key court system records and examine ways in which such records can be protected or, when necessary, recovered or restored.

#### OUT OF THE GOODNESS OF OUR HEARTS: *Managing the 9-11 Charities*

The legal and policy implications of the outpouring of charitable donations following September 11 exceeded all other similar efforts and are still unfolding. This panel will explore the New York experience and the experiences of other states in managing and coordinating the charitable response to disaster. Issues addressed will include: regulatory and enforcement issues; the challenges of defining the terms "disaster" and "victims"; and the role of government agencies in monitoring solicitation and distribution of gifts.

#### NEW THREATS: *Bioterrorism*

Chemical and biological terrorism threaten our most valuable resource: our people. Scientific and legal experts will educate attendees on the nature and risk of these new threats. The panel will discuss the potential strategies for responding to and preventing chemical and biological attacks and the costs of implementing these strategies.

FRIDAY SEPTEMBER 27

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**8:30 - 10:00A.M.**  
**PLENARY SESSION****EMERGENCY PREPAREDNESS PLANS:**  
***An Overview of Policy and Practice Issues***

Writing a preparedness plan requires courts to think in new directions and consider circumstances outside normal business operations. A panel of court administrators and private industry representatives will discuss how they developed their plans and what the plans include. These state and federal court administrators will discuss the policy implications and decision making process involved in creating and implementing a plan focusing on the collaborative effort needed between the courts administrators, and local, state, and national officials.

**10:15 - 11:30A.M.**  
**CONCURRENT PANELS****THE COST OF PREPAREDNESS:**  
***Budget Issues and Funding Opportunities***

This panel will explore public and private funding available for preparedness programs. The discussion will cover risk assessment and business continuity planning. Panelists will review the elements of a reasonable cost-benefit analysis of disaster preparedness plans and explore how the costs may be met.

**NEW THREATS: *Cyberterrorism***

With increasing dependence upon computers, computer networks and the Internet comes increasing vulnerability to this new threat. A panel of technical and legal experts will educate attendees on the nature, extent and potential costs of these new threats. The panel will discuss how to assess the risks and how best to prepare for and respond to cyber-attacks.

**THE LEGAL AFTERMATH:**  
***Terrorism Laws and Disaster - Related Litigation***

In the days immediately following September 11, Congress and state legislatures passed laws criminalizing "terrorism", expanding the powers of law enforcement and granting aid to victims. This panel will explore how these laws have begun to alter the administration of criminal and civil justice. This panel will consider whether court systems and the bar should anticipate an onslaught of disaster-related litigation and whether it will arise out of existing law or be generated by this new legislation. The panel will address the steps that courts have taken to prepare for disaster-related increases in caseloads.

### EMERGENCY PREPAREDNESS PLANS: *A Practical Workshop*

In this interactive 'how-to' session, a panel of court administrators and members of the public and private sector who have written and implemented emergency preparedness plans will explore with attendees the detailed process of developing and implementing these plans. Panelists will address issues such as the formation of a planning committee, the elements of a plan, approval and funding of a plan, plan distribution and where responsibility for staff training, plan updates and ongoing administration of the plan should reside within the organization. Attendees are asked to bring copies of their existing plans for discussion.

PLEASE CHECK [WWW.9-11SUMMIT.ORG](http://WWW.9-11SUMMIT.ORG)  
FOR AGENDA UPDATES.

## REGISTRATION INFORMATION

### SUMMIT DATE

September 25 - 27, 2002

### LOCATION

New York Marriott Financial Center,  
New York City

### SUMMIT REGISTRATION

Registration Fee - \$275 per person.

The fee, payable to the **NATIONAL CENTER FOR STATE COURTS** covers the Wednesday evening reception, continental breakfast on September 26 & 27, lunch on September 26 and conference materials. Cancellations received by August 25 will be refunded subject to a \$50 administrative charge. Please complete the attached registration form and return it to:

#### 9-11 Summit

**New York State**

**Office of Court Administration**

**25 Beaver Street - Room 975**

**New York, New York 10004**

Summit Registration is located on the Second Floor starting at 4:00 P.M. on September 25 and will be open throughout the Summit.

*continued*

REGISTRATION INFORMATION *CONTINUED***HOTEL RESERVATION INFORMATION**

Attendees will pay for their own room, tax, and incidentals.

Hotel reservations must be made directly with:

**NEW YORK MARRIOTT  
FINANCIAL CENTER  
85 WEST STREET  
NEW YORK, NEW YORK 10006  
(212) 385-4900 OR  
(800) 228-9290**

Please give the room block name “**9-11 SUMMIT**” when making your reservation.

All reservations must be guaranteed by a major credit card. The hotel will not hold any reservations unless secured by this method.

The room rate is \$208 single/double occupancy. Hotel room rates are subject to applicable state and local taxes (currently 8.25% New York State, 5% New York City, plus \$2 occupancy per room per night). A limited number of rooms are available at this rate for September 24 and 27. For weekend rates contact the hotel. The cut-off date for reservations is Wednesday, September 4, 2002.

**CHECK-IN IS 4 P.M.**

**CHECK-OUT IS 12 NOON**

**TRANSPORTATION****MAJOR AIRPORTS**

JFK, LaGuardia, and Newark, New Jersey.

**TAXI:** Each airport is serviced by curbside metered taxis. Depending upon traffic conditions the average cost from LaGuardia is approximately \$25 plus tolls; from Newark, approximately \$35 plus tolls. From JFK there is a flat rate of \$30 plus tolls.

**TRAINS:** Amtrak services Penn Station in Manhattan.

Amtrak: (800) USA-RAIL or [WWW.AMTRAK.COM](http://WWW.AMTRAK.COM)

**ADDITIONAL QUESTIONS?****PERSONS WITH A DISABILITY OR DIETARY RESTRICTIONS**

Please call (212)428-2524 if you require special accessibility or accommodations at the Summit.

**HOTEL RESERVATIONS:**

Stephanie Gorman (212)428-2524  
Leonie McCaulsky (212)428-2535

**SUMMIT:**

Wendy Deer (212)428-2148  
Chip Mount (212)428-2990

**SPECIAL ACTIVITIES & NYC INFORMATION:**

Gail Miller (212)428-2990

**WEB SITE:**

[WWW.9-11SUMMIT.ORG](http://WWW.9-11SUMMIT.ORG)



## SPECIAL ACTIVITIES

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*A few special activities are being planned for your enjoyment. If you wish to participate, please complete the form on the back and return it with a separate check (do not combine with registration fee) by August 23, 2002 in the registration envelope or separately to:*

### **9-11 SUMMIT**

**NYS OFFICE OF COURT ADMINISTRATION**

**25 BEAVER STREET, ROOM 975**

**NEW YORK, NY 10004**

Make all checks payable to: **NATIONAL CENTER FOR STATE COURTS.**

*PLEASE NOTE:* All activities are contingent upon a minimum number of participants. Checks will be returned upon cancellation of any event.

**TRANSPORTATION FOR DINNER AND THEATRE** will depart from the hotel at 4:30 P.M. and return to the hotel after the shows.

## THURSDAY EVENING, SEPTEMBER 26, 2002

### **DINNER: 5:00 P.M.**

Dining at a fine New York restaurant, \$60.00 per person.

### **THEATRE: 8:00 P.M.**

Tickets to the following two Broadway shows are being offered at the discount rate of \$60.00. There are a limited number of tickets available for each show. Please note, these discounted tickets will not be available at the time of the Summit. All seats are located in the Orchestra Section. All tickets sales are final unless the event is cancelled.

### **BEAUTY AND THE BEAST**

The family-friendly, stage adaptation of the Disney film still enchants kids of all ages. Lunt-Fontanne Theatre, 205 West 46th Street (212-307-4747).

### **LES MISÉRABLES**

Based on the Victor Hugo novel, this megahit stands as the best of the Big British imports. Imperial Theatre, 249 West 45th Street (212-239-6200).

(More information on these productions can be found on the 9-11 Summit website: [WWW.9-11SUMMIT.ORG](http://WWW.9-11SUMMIT.ORG))

## FRIDAY, SEPTEMBER 27, 2002 (GUESTS ONLY)

### **TOUR: 9:30 – NOON**

Walking Tour of Historic Lower Manhattan, \$12.00 per person.

## SPECIAL ACTIVITIES FORM:

NAME: \_\_\_\_\_

ORGANIZATION: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_

STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

PHONE: (     ) \_\_\_\_\_ FAX: (     ) \_\_\_\_\_

E-MAIL: \_\_\_\_\_

# IN PARTY	EVENT / TIME	PRICE EA.	TOTAL
	<b>DINNER</b> / THURSDAY, 5:00 P.M.	\$60.00	
	<b>THEATRE AVAILABILITY:</b> <i>Please check "1" for your first choice. If unavailable, and you are interested in the other show, check "2". If not, leave blank.</i>		
	<b>BEAUTY AND THE BEAST</b> / THURSDAY, 8:00 P.M. CHOICE: 1 <input type="checkbox"/> 2 <input type="checkbox"/>	\$60.00	
	<b>LES MISÉRABLES</b> / THURSDAY, 8:00 P.M. CHOICE: 1 <input type="checkbox"/> 2 <input type="checkbox"/>	\$60.00	
	<b>WALKING TOUR</b> / FRIDAY, 9:30 – NOON	\$12.00	
TOTAL ENCLOSED:			

Please complete this form and return it with a separate check (do not combine with registration fee) by August 23, 2002 in the registration envelope or separately to:

**9-11 SUMMIT**  
**NYS OFFICE OF COURT ADMINISTRATION**  
**25 BEAVER STREET, ROOM 975**  
**NEW YORK, NY 10004**

Make all checks payable to: **NATIONAL CENTER FOR STATE COURTS.**

PLEASE DETACH SPECIAL ACTIVITIES FORM

SPECIAL ACTIVITIES FORM





COURTS IN THE AFTERMATH OF SEPTEMBER 11TH  
**NINELEVENSUMMIT**

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[WWW.9-11SUMMIT.ORG](http://WWW.9-11SUMMIT.ORG)