

# Suspicious Envelope Received at Jewish Federation of Broward County JCC

## OVERVIEW

SCN was notified today, 13 February 2018, that the Jewish Federation of Broward County's David Posnak Jewish Community Center (JCC) received a suspicious envelope via the United States Postal Service. The small envelope, addressed to the "David Posnack JCC" at the correct address, was handwritten with no return address and appears to have been postmarked in Miami, Florida on 12 February 2018.

The envelope contained a one dollar bill with the word "Dead" handwritten on the front and back of the bill. The handwriting on the dollar bill and the envelope appear consistent with one another. The envelope and the bill were isolated; following response from local law enforcement, the Federal Bureau of Investigation (FBI) and the U.S. Postal Inspection Service, the envelope and the dollar bill were transferred for analysis.

While, due to postmarking and delivery, this incident may be limited in scope, SCN is issuing this Situation Report for your situational awareness, to request that any other individuals and/or organizations that receive envelopes or packages please notify SCN at [dutydesk@securecommunitynetwork.org](mailto:dutydesk@securecommunitynetwork.org) and to remind individuals and organizations to take appropriate precautions when in-taking and opening mail and packages.

Here's a checklist of actions to take from DHS if you suspect suspicious mail:

1. Leave the mail piece or substance where it was found. Do not disturb. Do not try to clean up the substance.
2. Clear the immediate area of all persons and keep others away.
3. Instruct people in the immediate area to wash hands and other exposed skin with soap and water.
4. Direct these people to a designated area away from the substance to await further instruction.
5. List the names of the persons in the immediate area of the mail piece or substance.
6. Cordon off the immediate area.
7. Shut down all equipment in the immediate area and HVAC systems (heating, ventilation, and air conditioning).
8. If possible without disturbing the mail piece or substance, document:
  - a. Location of mail piece or substance
  - b. Description of substance
  - c. Description of mail piece (markings, labels declarations, postage,
  - d. Addressee's name and address
  - e. Mailer's name and address
9. Contact and pass information to the appropriate agency. A list of Contacts in Case of Emergency is provided at right. **(I.e. CALL 911)**
10. Take actions and make appropriate notifications as directed or as published in your local emergency plan

