



SAFETY COMMITTEE MEETING MINUTES

Friday, December 10, 2021

Via Zoom

Regular Meeting: 1:00 p.m. – 2:30 p.m.

Approved

Members present: Lorraine Barrales-Ramirez, Tony Burrola, Ronda Chaney, Alex Claxton, Mary Chries Concha Thia, John Cuevas, Albert Elzey, Salumeh Eslamieh (for Michael Hoffman), Casey Fortier, Jose Garcia, Vince Garcia, Max Hartman, Ray Hernandez, Michael Hoffman, Jamie Hui, Debbie Joy, Bettina Lee, Kim Lopez, Carlos Luna, Ben’Zara Minkin, Manuel Alejandro Pérez, Karen Pinkham, Ludmila Prisecar, Tammy Robinson, Megan Rodriguez Antone, Michele Rudovsky, Nathan Staples, Diana Tedone-Goldstone, Brian Tupper.

Members absent: Rachel Corrales, Xitlali Curincita, Yesenia Haro, Michael Hoffman, Elsa Torres.

Guests and others present: Anny Gabrielly Moreira de Silveira, David Eck, Sarita Lopez, Monica Malamud, Chantal Sosa, Bella Zhang.

AGENDA ITEM	CONTENT
<p>1. Review and Approve Agenda</p>	<p>A motion to approve the Safety Committee agenda was made by Ronda Chaney and seconded by Salumeh Eslamieh (for Michael Hoffman). Motion passed.</p>
<p>2. Review and Approve November 9, 2021, Special Meeting Minutes</p>	<p>ACTION: A motion to approve the November 9 Special Meeting Minutes was made by Alex Claxton and seconded by Casey Fortier. A majority of 15 members voted yes and there were some abstentions. Motion passed.</p> <p>Comment: Monica Malamud asked if the bylaws mention anything about how a majority is determined when there is a vote. According to Robert’s Rules, a majority is a majority of votes cast and abstentions are the absence of votes and do not count. Interim Vice President Ludmila Prisecar said 50% plus one of members voted yes. Monica noted that a majority of votes cast were yes, not a majority of members present. Vice President Tammy Robinson suggested that we refer to Robert’s Rules and clarify how the votes are counted. Vice President Prisecar said in prior meetings, the voting members were counted at the time the votes were cast and 50% plus one was how the majority vote was decided.</p>
<p>3. Review and Approve November 18, 2021 Meeting Minutes</p>	<p>ACTION: A motion to approve the November 18 minutes was made by Lorraine Barrales-Ramirez and seconded by Ronda Chaney. A majority of 15 members voted to approve the minutes and there was one abstention. Motion passed.</p>
<p>4. Safety Committee Bylaws</p>	<p>A draft of the Safety Committee Bylaws that incorporated corrections made at the November 18 meeting were emailed to the committee prior to the meeting. Interim Vice President Prisecar reviewed the purpose, functions, recommends to list, chair selection and membership, term limit, support staff (non-voting), resource staff (non-voting), quorum (50% plus 1), whether or not the committee is a Brown Act committee (it is not), and the applicable accreditation standards and institutional priorities.</p>

	<p>A motion to adopt the new Safety Committee bylaws effective January 1, 2022 was made by Lorraine Barrales-Ramirez and seconded by Ronda Chaney.</p> <p><u>Discussion:</u></p> <ul style="list-style-type: none"> • Ben’Zara Minkin asked that his title be corrected to Emergency Manager. The correction will be made to the bylaws draft and noted in the minutes. • Ben’Zara Minkin would like standardization on who votes. He votes as a member of both Skyline’s and CSM’s Safety Committees, but not at Cañada. VPAS Prisecar said CSM has approved its bylaws and he is a voting member. Skyline is in the process of reviewing its bylaws so she will pass the information on to CSM and Skyline. The new membership structure is as of January 2022, so today he is a voting member. Ben’Zara would like a standardized voting process across the district before votes are cast. • Debbie Joy noted that there are classified staff that are not CSEA members. By listing the membership as CSEA appointment, it would exclude non-CSEA members. Only one classified non-CSEA member is on the Safety Committee and that is the Director of MCPR. • Members Alex Claxton asked for clarification on the voting structure. Alex Claxton agreed with Monica Malamud’s statement and said it would be good to clarify which definition of majority is used to evaluate votes - from least to most strict: majority of those voting, majority of those present, majority of members. VPAS Prisecar said to clarify, the Safety Committee will use the majority of the members who are present when the committee votes beginning in January 2022. • Diana Tedone-Goldstone suggested that a section on voting be added using the structure that other participatory governance groups follow, which is to decide based on the majority of votes. • Interim Vice President Prisecar said the Safety Committee would follow Robert’s Rules and once quorum is established, count votes from the majority of the members and not be conditional on who is present at the meeting. • To avoid confusion, David Eck suggested that all committee members could list SAFETY in front of their names when voting in the chat. <p>ACTION: a majority of members voted to approve the new bylaws, which will go into effect on January 1, 2022.</p> <p><u>Comment:</u></p> <ul style="list-style-type: none"> • The Safety Committee website will be updated. • VPAS Prisecar will reach out to the union groups to get the names of their appointees.
<p>5. We recommend the College put in place protocols for monitoring people at campus building entrances to ensure that whatever District health and safety protocols in place related to Covid-19 are followed by all campus visitors for the duration of</p>	<p>ACTION: A motion to consider the AFT recommendation was made by Lorraine Barrales-Ramirez and seconded by Ronda Chaney. Motion passed.</p> <p><u>Discussion:</u></p> <ul style="list-style-type: none"> • Alex Claxton asked for clarification on the recommendation. Lorraine Barrales-Ramirez said it would put a monitoring system in place for people who wish to access the campus. The examples provided show what other colleges are doing when people come to their campuses. • Ray Hernandez reviewed the current procedures that have been in place for the fall semester. Since August, a good portion of administrators, classified staff, students who are taking classes on campus and faculty teaching those classes returned to campus. Currently, the colleges are using a self-assessment process at the front of

<p>the pandemic. As needed, we recommend utilizing federal Covid-19 funds allocated to the District in order to hire and train additional staff for this purpose. Examples of monitoring and screening methods that could be used, and are being employed by our neighboring community colleges, appear below.</p> <p>Note: The examples were provided on the agenda. Committee members were asked to review in advance of the meeting.</p>	<p>each building before entering. The procedures have been in place for the fall semester and there has been no confirmed transmission on campus. Signage is being evaluated for the spring to see if it needs modifying or improving. The procedures in place meet CalOSHA standards. The administrative procedures are in draft format and will be completed in a week and posted on the Return to Campus website.</p> <ul style="list-style-type: none"> • Lorraine Barrales-Ramirez said that is different than the request in that the faculty is asking for a self-assessment when someone gets to campus. All employees and students would do a self-assessment, regardless of vaccination status. • Ray said the current self-assessment procedure is in place for all people who come to campus. • Lorraine clarified that this is another layer and would be done in addition to the self-assessment. • Dean Max Hartman asked if this would pertain to just Cañada College or for all district spaces and Lorraine said it is a recommendation that would go to the District Safety Committee. Dean Hartman suggested replacing the word, “College,” with the “District” or “each College” or the “Colleges.” <ul style="list-style-type: none"> ○ The recommendation would be amended to remove the word “College” and replace with the word “Colleges” in the first sentence. • Vice President Manuel Pérez asked if the staffing would be at every campus building entrance at the college and Diana Tedone-Goldstone confirmed that it would. <p>ACTION: Eight members voted yes, however 15 yes votes were required. The recommendation will not be forwarded to the District Safety Committee.</p>
<p>6. Response from the District Safety Committee</p>	<p>During the November 9 Special Safety Committee meeting, a recommendation was approved and forwarded to the District Safety Committee.</p> <p><u>Recommendation:</u> To outline the process on how faculty/staff will be notified of students’ eligibility to use in-person services.</p> <p><u>Response from District Safety Committee:</u> District Health and Safety Committee reviewed recommendation and it was discussed that this is already being reviewed as part of a Human Resources and our current COVID-19 response. There should be more information on this in the near future either as part of a bargaining unit agreement, COVID-19 recovery site or both.</p>
<p>7. Reports and Updates</p>	<p>Public Safety: Captain Al Elzey said there was no Cañada Public Safety update to report.</p> <p>Facilities: Facility Manager Karen Pinkham provided an update:</p> <ul style="list-style-type: none"> • The annual fire marshal inspection took a few days to complete and she is waiting for their report. The preliminary feedback was very positive. • Employees are reminded to submit a Facilities work order if they need antibacterial wipes or sanitization supplies. A 24-hour notification is requested since the orders are filled by the facilities staff at night. • Facilities has brought on a third full-time custodian during the day. Prior to COVID, there were two custodians during the day. They will be able to address cleaning high traffic areas. The bulk of the deep cleaning is done by the evening custodial crew but the daytime crew can make sure the restrooms are stocked and cleaned as needed. The extra staffing will be effective now and continuing in 2022.

Emergency Preparedness Office: Emergency Manager Ben'Zara Minkin has been in contact with Human Resources about the written COVID prevention plan training for SMCCCD and the training is ready. There will be two trainings: an OSHA-required training as well as a training on how to properly don a respirator. The total training is time 36 minutes.

Recovery and Safety Update: COVID-19 Health Officer Ray Hernandez shared data from the San Mateo County Health Office, showing three metrics which must be met in order to remove the indoor masking requirement.

- **Vaccinations:** Vaccinations need to reach 80% to meet the threshold. It is expected that we will be at 80% by the end of December.
- **Severity of Disease:** According to the health officer, this metric has been met with COVID hospitalizations being low and stable.
- **Community Transmission:** Currently, the county is in the orange (substantial) tier but must reach the yellow (moderate) tier and remain there for at least three weeks per CDC guidelines. With the new Omicron variant, there has been an increase in transmissions.

The data may be found at: <https://www.smchealth.org/coronavirus>.

Mask Mandate: SMCCCD will continue to keep the mask mandate through the end of the year and the district will align with the county and state mandates starting in January. Ray predicts that with the holidays, colder weather and people gathering. The county is likely to remain in the orange tier through the holidays. The lowest rates were in September. He expects that the mandates will remain in place into January.

Omicron Variant: Ray said the San Mateo County Health Office website links to the Department of Public Health. The Omicron variant transmits to a greater degree than the original variant, and possibly Delta, however no increase has been seen in the severity of disease. Boosters are recommended as further protection against the Omicron variant.

Pop-Up Vaccine Clinic: The last popup clinics will be held on December 21. At the last clinic on November 30, there were more vaccinations and boosters administered, as well as some first-time vaccinations. Ray has talked to the third-party vendor and clinics will resume in the spring semester. They will be held every three weeks through the end of the semester.

COVID Testing: Weekly COVID testing has been launched for employees and the colleges are getting ready for student testing. Currently, open testing is done for anyone with a G# on campus on Mondays, Wednesdays and Thursdays for the remainder of the semester. Testing will expand to five days per week when the semester begins.

Statistics: As of December 10, 95% of employees are vaccinated and that is with 2,000 employees counted. There are three medical exemptions and 25 religious exemptions. For students, 6,000 attestations have been done as of December 8 and there are three medical exemptions and 43 religious exemptions. Student workers will submit their attestations through the student portal and a report will be provided to their manager. This will ensure that student workers are following the vaccination policy. If a student worker has an exemption, they will be required to test weekly.

COVID Boosters: Ray is being asked about the attestation for boosters and the district is utilizing the current definition for fully vaccinated and they have not yet added the boosters at this point. The district will not follow with that attestation until the CDC updates the boosters as a fully-vaccinated requirement.

<p>8. Recommended Topics for the Next Safety Committee Agenda</p>	<p>January 20, 2022 Preliminary Agenda Items</p> <ul style="list-style-type: none"> • Reports and Updates • Other Items? <p>Please email any suggested topics to VPAS Ludmila Prisecar.</p>
<p>9. Round Table</p>	<p>Student Bella Zhang of Cañada’s Beta Zeta Nu chapter of Phi Theta Kappa said students are engaged in a year-long honors action project on California wildfires. Their research has focused on fire prevention practice and a greater understanding of fire awareness.</p> <p>As part of their project, the chapter would like to recommend that Cañada add a fire alert indicator to the College’s website. As of now, students only learn about bad air quality or fires through text messages and email but only when they cause the school to close. The fire alert indicator would notify students when there is a fire nearby even though it might not impact the school being open.</p> <p>They would also like the air quality indicator added to the website. While the AQI is already on the district’s website, the Cañada students feel that they use the College’s website more frequently and it is accessible.</p> <p>The students also feel that this will provide the diverse student body with an open and inclusive learning environment, which will help students who may have recently immigrated and may not be aware of the weather in California, the dangers of wildfires or how it may effect the air quality. They think the addition of the fire alert indicator will help students.</p> <p>The chapter will email some examples of the fire and air quality indicators that they have found through their research.</p>
<p>10. Other Discussion</p>	<ul style="list-style-type: none"> • Meetings will continue on Zoom throughout the spring semester. • Interim Vice President Prisecar thanked the Safety Committee members and meeting guests for their help during this challenging time.
<p>11. Next Meeting</p>	<p>The next Safety Committee Meeting will be held on January 20, 2022 at 2:30-4:00 pm.</p>
<p>12. ADJOURNMENT</p>	<p>ACTION: A motion to adjourn the Safety Committee Meeting was made by Alex Claxton and seconded by Diana Tedone-Goldstone. Motion passed.</p> <p>Meeting adjourned at 2:13 pm.</p>