



SAFETY COMMITTEE MEETING MINUTES

Thursday, January 20, 2022

Via Zoom

Regular Meeting: 2:30 p.m. – 4:00 p.m.

Approved

Members and Resource Staff present: Lorraine Barrales-Ramirez, Xitlali Curincita, Albert Elzey, Casey Fortier, Vince Garcia, Yesenia Haro, Max Hartman, Michael Hoffman, Bettina Lee, Ben’Zara Minkin, Ludmila Prisecar, Megan Rodriguez Antone, Michele Rudovsky, Nathan Staples, Diana Tedone-Goldstone, Brian Tupper.

Members and Resource Staff absent: Tony Burrola, John Cuevas, Ray Hernandez, Karen Pinkham.

Guests and others present: Wissem Bennani, Mary Chries Concha Thia, Juan Carlos Cornejo, David Eck, Jamie Hui, Adolfo Leiva, Janette Linares, Kim Lopez, Carlos Luna, Monica Malamud, Ingrid Melgoza, Sandra Mendez, Manuel Alejandro Pérez, Tammy Robinson, Chantal Sosa, Richard Storti, Peter Tam.

AGENDA ITEM	CONTENT
1. Review and Approve Agenda	A correction to the numbering in the agenda was made. ACTION: A motion to approve the agenda was made by Casey Fortier and seconded by Diana Tedone-Goldstone. Motion passed.
2. Review and Approve December 10, 2021, Meeting Minutes	ACTION: A motion to approve the December 20 Meeting Minutes was made by Al Elzey and seconded by Casey Fortier. Motion passed.
3. Review Safety Committee Website Updates: https://www.canadacollege.edu/safetycommittee/index.php	The Safety Committee website has been updated to include a link to the Bylaws, which were approved at the December 10, 2021 meeting. The membership structure was reviewed at the December 10 meeting and recommendations for appointments have been made. The updated membership list is posted on the committee website and includes committee members who are voting members, as well as non-voting resource members and non-voting support staff. Meeting agendas, minutes and Zoom links for future meetings are also posted.
4. Reports and Updates	Public Safety: Captain Al Elzey provided the following update: <ul style="list-style-type: none"> • N95 Masks for Faculty and Staff: Al Elzey reported that 508 N95 masks have been distributed to employees and more are available, if needed. Faculty and staff are asked to contact Al Elzey by email or ask their division offices to request additional masks. Interim Vice President Prisecar clarified that the N95 masks will be distributed to division offices so the process is centralized. If the division needs additional masks, they will make the request directly to Public Safety by email. Requests will no longer be made through the Return to Campus website. • KN95 Masks for Students: The Bookstore has a full supply of KN95 masks for distribution to students upon request. Brian Tupper said there is a replenishment supply on order with expected delivery during the first or second week of February. The additional masks will allow the Bookstore to distribute to a wider group. <ul style="list-style-type: none"> ○ A suggestion was made for Public Safety to retain a few boxes of KN95 masks on each campus for distribution to students if the Bookstore is closed. Max Hartman also requested a supply at the Welcome Center.

- **Additional PPE Available:** Max Hartman said employees can request one face shield and Brian Tupper said those can be requested through an employee's division office and would be sent by Public Safety. Michele Rudovsky said that Facilities is providing hand sanitizer and wipes to division offices as well. Requests for these items are filled by Facilities and Facilities is also restocking supplies. PPE requests may be made through the Return to Campus website under PPE and Sanitization Supplies Requests.
- **Parking Enforcement:** The SMCCCD is instituting a new virtual parking permit system that will go into effect beginning March 1. Currently, Public Safety is not doing parking enforcement except for parking violations in red zones, handicapped spots or "no parking" zones. The College will do another marketing campaign to make sure students have a second opportunity to pay for their permit before February 28 as enforcement begins on March 1.

Facilities: Michele Rudovsky, Director of Maintenance and Operations, noted in the previous update under Additional PPE Available that Facilities is providing sanitization supplies to division offices upon request.

Emergency Preparedness Office: Emergency Manager Ben'Zara Minkin reported the following:

- **Building Captain Training Plan:** Ben'Zara Minkin presented the Building Captain and Floor Manager Training Plan and said that training should be done for all building captains since it has been awhile since people have been on campus. Training will be conducted over three days at each campus this semester.
 - Day 1: ICS (Incident Command System) 100 is presented and it is a full day of lectures. This is an all-day training which teaches basic components of NIMS (National Incident Management System). The training is designed for executive leadership and is an update to the training held previously. It includes training on radio communications, fire extinguishers, Go Bags, active shooter/violent intruder planning, advanced bleeding control kit/use of tourniquets with mannequins and administering NARCAN for opioid overdosing.
 - Day2: CPR, AED and first aid training will be done.
 - Day 3: Fire extinguisher training using a live burn pan will be conducted. There will also be training with evacuation chairs, lifting and moving people, triaging practice with local fire departments, emergency mock ups, assessment and possible firefighting strategies.
 - Interim VPAS Prisecar will obtain an updated list of building captains.
- **Cañada Lockdown/Barricade Drill:** In February, a lockdown/barricade drill will be held at Cañada in the morning and a separate exercise will be held at night. The date and times will be announced.

Recovery and Safety Update: COVID-19 Health Officer Ray Hernandez was unable to attend the meeting due to an increase in cases, requests and tracing. People may send their questions to Interim VPAS Prisecar and she will forward them to him. Interim Vice President Prisecar discussed the following:

- The Return to Campus website was reviewed and it includes a new COVID symptoms self-assessment sign that is posted throughout the campus. It includes a checklist of symptoms and instructions for faculty, staff and students on how to report if they are ill, as well as QR codes to scan for information in other languages.
- The SMCCCD Isolation/Exposure/Quarantine Decision Tree was updated by Ray Hernandez on January 13. He also prepared a video with instructions as to what has changed. Please refer to the Return to Campus website for up-to-date information.

	<ul style="list-style-type: none"> • On-Campus Testing Site: The testing site at Cañada was designed for faculty and staff who were not vaccinated, however there is now a demand from people who have had an exposure and are vaccinated. It is hoped that additional testing kits will be available for any person, vaccinated or not, who wants a test. <p>Human Resources Office Update: Human Resources Specialist Ingrid Melgoza provided the following update:</p> <ul style="list-style-type: none"> • People have requested information about what kind of leave they should take if they have to be off with COVID and she said people must use sick leave. There is an MOU discussion with AFT and they are finalizing procedures, which then have to be finalized with managers. <ul style="list-style-type: none"> ○ Monica Malamud noted that faculty did have an MOU that was finalized before winter break. It had a provision that if faculty are out, either sick themselves or caring for someone who has to quarantine or isolate, they may use either sick leave or, if well enough to work, they could continue working remotely. Monica said she wanted faculty to know that sick leave is not the only option and that the MOU is in place and applicable starting on the first day of the spring semester. ○ Ingrid Melgoza that a plan has been in place for all employees for the past two years. If people cannot physically come in to the office but can work remotely, they are encouraged to do so, however if people cannot work from home and have to stay home due to symptoms, they are required to use sick leave. There are other MOUs being signed regarding COVID-19 specifically for faculty, but the processes or procedures are not yet finalized. It is a new program and the plan needs to be set up. Human Resources Director David Feune is working on the plan and it will be ready by the next Managers’ Forum on January 28. • There is discussion around what to do if there is an outbreak on campus, but a decision has not been finalized. • There is a possibility that the state of California may bring back the COVID leave program and, if that is done, then district-wide notification would have to be communicated. • Ingrid noted that an email was sent by SMCCCD to all district employees on January 19 encouraging people to apply for free COVID-19 at-home test kits. The link to apply was provided in the email. • Interim Vice President Prisecar said that Megan Rodriguez Antone and the Cañada Marketing Department emailed a summary of all the COVID-19 updates with links to information from the past two weeks. The email was sent to Cañada employees and students on January 18.
<p>5. Recommended Topics for the Next Safety Committee Agenda</p>	<p>February 17, 2022, Preliminary Agenda Items</p> <ul style="list-style-type: none"> • Building Captain Training • Membership List <p>Please email any suggested topics to Interim VPAS Ludmila Prisecar.</p>
<p>6. Round Table</p>	<ul style="list-style-type: none"> • Nathan Staples suggested there be regular chemical and biohazard safety training scheduled for lab instructors on an annual basis or every two years. The training should include refresher courses and updated procedures. Nathan will contact Vice President Tammy Robinson with suggestions so there can be a broader conversation about it. • Lorraine Barrales-Ramirez and Michael Hoffman received comments from faculty regarding return to campus procedures. She said that the AFT is grateful for some changes that have been enacted since the December 10 meeting, including signage

on doors and buildings featuring symptom checklists, distribution of KN95 masks to students via the Bookstore and the elimination of the request process for employees who ask for N95 masks.

While cases rates in San Mateo County have risen recently, faculty feel that the improvements fall short. They have continued concerns and presented questions to the Safety Committee, which are posted to the Safety Committee website and summarized below:

1. Faculty would like on-campus COVID testing for students and employees who may have been exposed or are sick. Currently, on-campus testing is not being provided except for a very small unvaccinated minority. Since the district has known about the Omicron variant and a surge was expected, faculty would like to know why testing is not available. There is also a concern that test results have been delayed and that students will not be able to make up work they may have missed while quarantining at home and awaiting their results.
 2. The COVID Exposures report, which the SMCCCD said would be updated as soon as positive exposures are known, is not being updated in a timely manner.
 3. While the SMCCCD did not agree that social distancing should be mandated or that class sizes be reduced to mitigate exposures, Keenan Safe training says social distancing helps to decrease the spread of COVID. Faculty feel this is a contradiction and increases confusion. They want to follow social distancing advice from Keenan, but feel that class sizes are too large and classrooms are too small to accommodate distancing. They are concerned because the SMCCCD rejected all proposed solutions during MOU negotiations in December.
 4. The district has provided ventilation information about most buildings on the Cañada campus, however faculty suggests that information regarding requesting enhanced filtration, such as air purifiers, be posted on the main COVID Return to Campus page for ease of access by employees.
 5. Faculty would like the administrative procedures related to the self-assessment process posted on the Return to Campus website. The draft was to have been completed in December and posted on the website.
- Michael Hoffman said an AFT press conference was held at Skyline College on January 20 and faculty and students spoke about their concerns. A survey was held and the three main areas of concern are:
 1. Faculty are concerned that they did not have any option to begin the semester online.
 2. They would like access to HEPA filters and masks for students.
 3. Testing availability.There was a campaign and more than 1200 responses were received in support of those three items. There may be media coverage of the press conference this evening.
 - Monica Malamud asked what faculty are supposed to do when there is a large number of students absent in an in-person class. Faculty have the option to teach remotely if they are sick, but are otherwise unable to continue their work through Zoom. She said attendance dropped in the first week of classes and it has been difficult for faculty who have to teach, re-teach and meet with individual students because of the absenteeism. She feels it is not sustainable for students who have to catch up on their own or for faculty.
 - Vice President Robinson said the district is doing the best it can with the movement of the omicron variant while meeting the needs of the community.

	<p>She said that safety has to be first. The topic will be discussed outside of the Safety Committee meeting with Interim President Lopez, the chancellor and the board.</p> <p><u>Testing:</u></p> <ul style="list-style-type: none"> • Lorraine Barrales-Ramirez said the district should have regular testing on campus for employees and students. Interim Vice President Prisecar said that the testing site at CSM is open for walk-ins and there are special hours for SMCCCD employees and students. • Juan Carlos Cornejo, Cañada’s COVID-19 Program Specialist, was introduced. He has more than 250 test kits and can get more. Testing is opening up to all students, student athletes, faculty and staff at all three campuses. If people are symptomatic, they would do the testing in their own vehicle. Testing services are available 10am-6pm Mondays-Thursdays and Fridays from 9am-5pm. Some days are busier than others, while Thursdays and Fridays tend to be lighter. Juan is waiting for Ray Hernandez to provide an update on testing, but there is a concern that they may be inundated with requests. • Kim said there are requests for many more PCR and antigen tests and delivery should be within the next two weeks. Ludmila will check with Ray Hernandez as to when more tests can be expected. • Jamie Hui said the testing process on campus has been quick and simple and she said that Juan has been very helpful. She said that there are two ECE faculty who have been teaching in-person at the local high schools since August. She is helping with Dual Enrollment at the high schools and said that the campuses have a testing area for students and faculty. If someone at the high school tests negative and is asymptomatic, they have to stay home. • Lorraine Barrales-Ramirez said the high school procedures are much stricter than those at SMCCCD. The high schools have weekly testing of all employees and students, regardless of vaccination status. There is no wavering in regard to requiring masks. She would like to encourage the district to use more preventative measures. <p><u>Other Comments:</u></p> <ul style="list-style-type: none"> • David Eck suggested that the SMCCCD should try to better anticipate transmissions in our area, so there is time to have more conversation and preparation in order to keep things more cohesive for employees and students. • David Eck asked if there is a standard for when the campus as a whole should shift to remote work. He asked if it is based on the hospitalization rate or on a county shelter-in-place announcement. He does not think the district should wait, but should develop criteria and have a conversation about shifting to working remotely.
<p>7. Next Meeting</p>	<p>The next Safety Committee Meeting will be held on February 17, 2022 at 2:30-4:00 pm.</p>
<p>8. ADJOURNMENT</p>	<p>ACTION: A motion to adjourn the Safety Committee Meeting was made by Nathan Staples and seconded by Vice President Tammy Robinson. Motion passed.</p> <p>Meeting adjourned at 3:50 p.m.</p>