

San Mateo County Community College District

District Pandemic Coronavirus Plan – General Summary

March, 3, 2020

1. Purpose:

The purpose of the SMCCCD Pandemic Plan is to provide guidance in preparing for, identifying and responding to pandemic outbreaks that affect the district. The objectives of this plan are to reduce the morbidity, mortality, social and economic disruption caused by an outbreak of a pandemic illness on the District's students, staff, and faculty.

Pandemic illnesses pose unique and long-standing challenges not common to other disasters. The goal of the SMCCCD Pandemic Plan is to help limit the spread of the virus; to minimize serious illness, hospitalizations, and death; to sustain critical infrastructure; and to minimize social disruption within the San Mateo County Community College District community.

In general, the priorities of SMCCCD during any disaster, including a pandemic, are for the protection of lives, assets, property, and the environment. The overall objective is to respond to emergency conditions and manage the process of restoring the District's impacted academic programs, facilities and services.

2. Challenges:

- Managing and/or limiting student, staff, and faculty exposure to infectious disease both on and off campus.
- Sharing up-to-date and accurate information with employees and students without increasing fear and stigma towards certain groups.
- Maintaining student's progress to complete class requirements while complying with orders to close Campuses or the entire District.
- Complying with local, state, and federal mandates and coordinating with those agencies.

3. Current District Status

- The District is in Phase 2 of a Five Phase Plan (see attachment)
- All Study Abroad Programs have been recalled from overseas and returning students have been advised stay off campuses for 14 days.

4. Steps for prevention

- Creation of District Wide Task Force
 - Provide overall direction of the response activities of all departments, colleges, and District function
 - Plan creation for strategic long term planning for prolonged campus closures and District continuity of operations
 - Ensure consistent and accurate information to the college's and District's community regarding impacts of the pandemic on college or District operation, closures, and eventual recovery.
- District wide hygiene campaign to include:
 - Resource ordering and increased inventory of vaccinations, and sanitization products
 - Sanitization protocol to include:
 - An increase in cleaning (communal areas, and touch points) by custodians
 - For bathrooms with toweling, trash bins will be placed close to doors so that towels can be used as barrier to touching door handles
 - For bathrooms without toweling, the bathroom door will be propped open (ensuring privacy allows) to reduce the risk of "handle contamination"
 - Handwashing strategies (communicated in media campaign) to include washing with soap and water for at least 20 seconds and information provided by the CDC
- Information sharing (media awareness campaign-personal hygiene)
 - Posters
 - A-Frames
 - Digital Signage
 - Emergency notifications/Social media
- Students, staff, and faculty should not attend class, or work when sick.
- SMCCCD will monitor and maintain a plan for absenteeism to include:
 - Roll taking and sick leave policies
 - Activation of Continuity of Operations Plan (COOP) to allow working from home and distance learning if needed.
 - Enacting plan for alternative coverage in case of administrator, classified staff and faculty illnesses.

5. In the event of confirmed infection, infections, or outbreak:

- The San Mateo County Health Department (SMCHD) is the lead agency for the County of San Mateo and SMCCCD response. When there is a confirmed Positive test to a student, staff or faculty member the SMCHD will:
 - Conduct a Contact Investigation
 - Determine exposure scope
 - Determine messaging and notification content
 - Collaborate with the District EOC (Emergency Operations Center) and the Board of Trustees where appropriate to enact response protocols including: Cancellations, Closures, Quarantines, etc.