



SAFETY COMMITTEE MEETING MINUTES

Wednesday, September 30, 2021

Via Zoom

Regular Meeting: 3:00 – 4:00 p.m.

Approved

Members present: Lorraine Barrales-Ramirez, Ronda Chaney, Alex Claxton, Mary Chries Concha Thia, Xitlali Curincita, Albert Elzey, Jose Garcia, Vince Garcia, Yesenia Haro, Max Hartman, Ray Hernandez, Michael Hoffman, Bettina Lee, Kim Lopez, Carlos Luna, Ben’Zara Minkin, Manuel Alejandro Pérez, Karen Pinkham, Ludmila Prisecar, Tammy Robinson, Megan Rodriguez Antone, Nathan Staples, Diana Tedone-Goldstone, Brian Tupper, Roslind Young.

Members absent: Debbie Joy, Michiko Kealoha, Griselda Paredes, Elsa Torres.

Guests and others present: Casey Fortier, Jenna French, Jamie Hui, Adolfo Leiva, Monica Malamud, Jessica Silver-Sharp, Chantal Sosa, Peter Tam.

AGENDA ITEM	CONTENT
<p>1. Welcome and Introduction of Ludmila Prisecar, Interim Vice President of Administrative Services</p>	<p>Meeting called to order at 3:03 p.m.</p> <p>Interim Vice President of Administrative Services, Ludmila Prisecar, was introduced. She will chair the Safety Committee meeting.</p>
<p>2. Review and Approve Agenda</p>	<p>Interim VPAS Prisecar adjusted the numbering of the agenda items and asked to extend the meeting until 4:15 to allow time for the Round Table discussion.</p> <p>ACTION: A motion to approve the September 30th agenda with the corrections noted was made by Ben’Zara Minkin. There was no second.</p> <p>Motion passed.</p>
<p>3. Review and Approve August 30, 2021 Meeting Minutes</p>	<p>Jessica Silver-Sharp asked that the minutes of August 30th be corrected to reflect that the board policy on vaccination is in effect. The following correction will be added to the minutes.</p> <ul style="list-style-type: none"> • CORRECTION TO BE INCLUDED IN AUGUST 30 MINUTES: Ray Hernandez clarified that the board policy has been approved and in effect. The procedures for attestation are being rolled out for employees and students starting November 1, 2021 with the enforcement of attestation beginning in January 2022. <p>ACTION: A motion to approve the minutes of August 30, 2021 with the correction noted was made by Diana Tedone-Goldstone and seconded by Kim Lopez.</p> <p>Motion passed.</p>
<p>4. Public Comment on Non-Agenda Items</p>	<p>No public comments were made.</p>

5. Reports and Updates

Recovery and Safety Update: Ray Hernandez provided the following updates

Website

- The “Returning to Campus” page on the district website is being updated as information is provided. The district is providing updated information to the campus PIOs as well for communication purposes. Clear links are now provided and a link for getting COVID testing was added.
- Information is being consolidated on the Return to Campus for Employees section. Answers to the most commonly asked questions. Regarding the exemption process, the policy states that the district requires people to be vaccinated and we are currently in the procedural process of employees either attesting to being vaccinated or requesting a medical or sincerely-held religious beliefs exemption

Employee Vaccinations:

- While 93% of employees are vaccinated, there are 110 employees who have declined to state that they are vaccinated. For the vaccination documentation process, if someone goes back to the attestation they are able to upload their information. HR is moving forward with the medical and sincerely-held religious beliefs exemption process and will provide oversight.
- Employees who are exempt and unvaccinated will begin COVID testing in November at no cost to the individual. One testing site will be located at each college for both employees and students. The exemption process does not preclude employees from working on site. They must go through the accommodation request process for assessment and verification of working offsite
- Student employees are included in the employee vaccination attestation process right now.

Face Coverings:

- Regarding face coverings, San Mateo County is talking about its demographics and the county is slightly above 90% of fully-vaccinated people. Confirmed cases have dropped significantly and we are below 10 cases for every 100,000. The county is talking about the mandate for face masks being eliminated soon based on the following metrics: COVID-19 cases, county vaccination rates, and hospitalizations
- The executive administration has determined that employees and students will continue wearing masks through the fall, regardless of whether or not the mask mandate is dropped.
- Information on PPE and sanitization materials are posted on the Return to Campus website and there is a short mandatory training on how to use the N95 mask during the request process. PPE and sanitization materials are located in key areas around campus and may be requested from the direct supervisor or division office who will request the items from Public Safety.
- N95 Masks: The district is providing N95 masks and staff can request them. Faculty would like information on the N95 masks as well as training on how to use them. Training would be provided by Ben’Zara Minkin and Ray will investigate additional information on the effectiveness of the N95 mask to place on the website.

Temporary Staffing to Assist with Attestation and COVID Communication

Three temporary positions that are funded by HEERF will be presented to the Board of Trustees for approval on October 13 and then hired as short-term temporary employees who will work through June 2022. One employee will be stationed at each campus and they will work on the operational part of the student attestation process and COVID

testing. Ray will provide oversight. There could potentially be a case load of 200 per site for employees and students who receive exemptions

Student Vaccinations and Attestation:

- COVID-19 vaccinations are required for students and continuing students should provide their attestation by the end of November in preparation for the start of classes in January 2022.
- New students will learn about the vaccination programs and will do the attestation starting in January 2022. Unvaccinated students will be identified.
- Students will receive notification by the second week in January that they must complete their attestation before spring semester classes begin, plus the newly hired staff reporting to Ray will reach out.
- Any student who has not provided their vaccination status by one week prior to the start of spring semester, will not be permitted to register for classes.

Exemptions for Students:

- Exemption Requests: Ray will handle the requests for exemption based on medical reasons, while Student Services administrators will handle exemptions based on religious beliefs.
- Exempted Students: Students who are exempted will be able to take in-person classes and receive in-person services, but they will be required to get COVID testing.

Unvaccinated Students:

Students who are unvaccinated and do not request an exemption will be relegated to take classes online and receive services virtually.

Staff and Faculty Concerns:

- Staff and faculty are encouraged to check with their deans if they have questions that are specific to their areas. Interim President Lopez said that information is continually being discussed in order to prepare for the return in the spring. Interim President Lopez said the college is open to the public right now and since it is not known if people are vaccinated or not, staff members are wearing masks.
- A concern was expressed about counselors meeting with students. Vice President Pérez said that the CRM will help with student vaccination updates to the counselors and staff. The district's Vice Presidents of Student Services are working on the process mapping as well as providing feedback to student services staff and counselors.
- A suggestion was made to make the procedures district-wide, rather than by division or department.

Emergency Preparedness Office: Ben'Zara Minkin provided the following updates:

Staff Training

Multiple trainings will be conducted by the district and Ben'Zara Minkin talked about the Poor Air Quality Annex, which is training that is required by the state of California for 5141.1 compliance during COVID-19. The training will be assigned to all employees and the district is working with Safe Colleges to provide the training. There will be other documents reviewed along with training on how to properly don and care for an N95 respirator.

Protection During AQI Events

During COVID, CalOSHA and the CDC recommend that HVAC systems should be set to bring outdoor air in so that there is ventilation from the outside and reduce the recirculation of air that is in the buildings. Guidance during AQI events state the contrary for mitigating interior poor air quality. In poor air quality events, people should shelter in place, close windows and doors, not go outside and HVAC systems should be set to recirculate air so we rely on the refiltration capabilities of the building.

Monitoring AQI Levels: The air quality index levels were reviewed as well as particulate matter that is emitted with woodfire smoke and five major pollutants. The campuses each have three Purple Air monitors that the district has set to match EPA standards. The district is then able to determine its operations based on the local AQI. The Purple Air app can be downloaded.

Respirators: The various respirators which provide filtration were reviewed. The N95 respirator is effective in reducing the spread of COVID. With proper use and storage, they are safe. Face coverings are not considered PPE because they have not been determined to protect the wearer of the facial covering, but protect others from being exposed.

Facilities Update: No update was reported.

Public Safety Update: Captain Al Elzey said that the campus has been quiet and there is nothing to report.

Safety Concerns: Faculty members prepared a list of questions that were read to the committee. The questions will be shared with Interim President Lopez and members of the District Safety Committee and responses will be provided at a future date.

1. The agenda lacks sufficient time for feedback from the committee on agenda. What would be the process to request longer meetings?
2. Currently even though masks are required indoors and there's been messaging saying that if a student/staff member is not wearing a mask, to bring it up with a supervisor or dean, there's been no consistency or follow up, leaving the person who is being exposed in a very awkward situation. Just referring the situation to somebody who might not be available is not a valid solution. That's the current situation, it will be worse in Spring.
3. **Counselors without the choice to work from home this Fall** have been left without a campus or districtwide process for vetting sick or unvaccinated students they meet with in person in small spaces. Counselors are at a greater risk of becoming sick.
4. Additionally counselors in particular still lack information about how to stay safe in small rooms without windows when there is no way to social distance from students. Counselors have been told our spaces are up to code and that if we wish, an alternative location can be found. Prior to the pandemic, space has been very limited. Now that we have hired more positions, counselors offices will continue to be a challenge to accommodate everyone. We need to see a plan indicating how relocations would work for those that request another area to meet with students.
5. **Other non-instructional employees** serving students face-to-face outside of the classroom environment **in public spaces** are similarly at risk now, and will be at greater risk when we return to campus in Spring. Current systems don't make known information about sick or unvaccinated students to those working outside of the classroom.

	<p>6. Employees with school-age children who may need to stay home when their kids are sick or have been ordered to quarantine may not have the sick time needed to do so, they will need to sacrifice this pay/lose part of their salary. (New adjuncts, for example, are unable to take sick time in their first few months of employment). We lack any campus wide policy that would allow employees to work and teach virtually during these circumstances. If each dean decides this on a case by case basis, we've already learned that the results will not be experienced equitably.</p> <p>7. Transparency in reporting cases. We know that a Skyline student tested positive on Tuesday. For the sake of transparency, faculty are requesting an online dashboard that anonymously shares statistics of positive test rates on a weekly basis beginning in the Spring term. Other colleges are doing this, so there are examples our community could draw from. (Pls. agendize for next mtg).</p> <p>8. Employees have heard that cleaning protocols in Spring will return to normal with employees charged with conducting any extra sanitation work for the safety of themselves and their students. Is this correct?</p> <p>9. At last week's districtwide informational meeting, it was not explained how they will monitor the "services" if students are not vaccinated for programs using SARS. If a student tries to schedule an appointment to meet with a counselor, how will the system determine if it should be in person or online? If a student does not provide the weekly negative covid test. How will the DRC know?</p>
6. Safety Committee Membership	Interim VPAS Prisecar will review previous minutes and notes on the Safety Committee membership and would like to address the topic at the October 28 meeting.
7. Proposed Spring 2022 Meeting Schedule	Committee members were asked to review the list of dates provided in the agenda. It is suggested that meetings be held for 1 ½ hours to provide enough time for reports, updates and round table discussions. The spring 2022 meeting dates will be reviewed at the October 28 meeting.
8. October 28, 2021 Preliminary Agenda Items	<p>There is a conflict with the Academic Senate meeting which is held between 2:10-4:00 on October 28. The meeting will be rescheduled to a different time on October 28 or on a different date.</p> <p><u>Agenda:</u> Review Safety Committee purpose and membership Reports and updates Add a standing item to suggest agenda items for the next meeting will be added</p>
9. Round Table Health and Safety Discussion	Due to the presentation of questions under Safety Concerns, the Round Table discussion was not held.
10. Next Meeting	To Be Determined
11. ADJOURNMENT	The Safety Committee meeting was adjourned at 4:30 p.m.