

Executive Safety Committee (ESC) MINUTES

Tuesday, October 27, 2020 | 11:00am – 12:00 pm | ZOOM

ATTENDANCE AND MEMBERSHIP LISTED AT END

Note: If you no longer wish to be on the membership list, please contact Nayeli Gonzalez, n.parra@csus.edu, (916) 278-6119.

CALL TO ORDER: 11:04 am by Gary Rosenblum, Chair

MINUTES APPROVAL: Approved

OPEN FORUM

Gary R. reported that the ESC November meeting will be held the week before Thanksgiving week.

Matt M. had a question about how the air quality, and how the University measures wildfire smoke and how it makes decisions.

Gary R. discussed wildfire smoke and air quality measurements and how the University makes decisions. EPA air monitors use 24hr averages to create an Air Quality Index (AQI), which is a public health information number about the air quality. Because the average is 24 hours long, it changes slowly if the air quality is changing during the day. The EPA monitors are extremely high quality and there are two near campus, which are 5.1, 5.2 miles from campus. Because they are five miles away and average over 24 hours, the number they generate may not be an exact representation of the air quality in campus. However, OSHA asks that employers use the EPA monitors when making decisions related to their Wildfire Smoke Guidance, which the campus treats as a regulation. Therefore, Sac State utilizes the official EPA monitors because the OSHA regulation on Wildfire smoke quotes the need to use the EPA monitors.

The University also owns and operates three additional air monitors located on campus which are called Purple Air. Purple air monitors use a slightly different technology than the EPA monitor and they are in different locations, so they are not exact duplicates the EPA measurements. The EPA just published research on Purple Air monitors that determined a correction factor that needs to be included in Purple Air monitors so that they align better with the EPA monitors in times of wildfire smoke in the air. This Purple Air system is part of the University decision making procedure. This procedure is written in a draft until the Chancellor's Office produces a systemwide wildfire smoke guidance document later this year. The procedure provides information about what is being measured and how these data are translated in the AQI. The AQI provides guidance for people with sensitivity to smoke and for people working outdoors. The AQI is not to be used as a regulatory number like a Permissible Exposure Limit (PEL) which quantifies exact exposures to workplace hazards in the air. The AQI is a public health advisory number.

CAL OSHA however is using the AQI to provide guidance, so that when the AQI reaches 150 training needs to take place for those who work outside. Individuals may voluntarily wear N95 masks, and if they want one, the University provides one. Because the AQI is an advisory number, people have to assess if they are sensitive to air and determine what is healthy for them. This is a decision that they need to report to their employer and manager. This is similar to the system in place for heat stress, where if it is over a certain temperature, the employer provides shade and water and breaks for people who must work outside.

When there is a wildfire smoke emergency the President calls a meeting of a group similar to the Cabinet to discuss health and safety and the activities that the campus is doing outdoors and indoors. These meetings are daily, and they consider whether to close the entire campus, or just certain outdoor activities. These decisions are made daily based on all the available information on the current and predicted future air quality and consider the safety of all campus stakeholders.

All the air monitors, the EPA and the Purple Air are all accessible on the internet and are publicly available in real time.

Legislative Report: SB 1159 and AB 685

Gary R. reported that the state legislature and governor passed two bills for COVID -19. SB1159 involves workers compensation, it requires reporting immediately positive cases of Covid-19 for employees only, not students, and determine where the person was working, or if any other cases are reported in that location. As part of this required reporting, individuals' names are not given out, just location and time. At this moment, only 4 employee cases have been reported since July.

AB 685 goes into effect January 1st. This law requires notification to employees who may have been exposed to a positive person in the workplace. The notification requirement is to send letters to individuals who are positive or individuals who were exposed to that individual. These letters go out within 24hrs and be shared with only those who are exposed or in contact. The communication at the moment is done over the phone, but this will change, and the written form will be added to the phone contact.

Contact tracing occurs for students and employees on campus, but it is not done for individuals who have had no entry to campus. Reports on exposure to positive individuals are being made to Student Health who performs the contact tracing by phone.

Student Health does its best to determine where the exposure happened. While the concern is that there could be exposures in the classrooms with faculty and students, currently no cases like this have been reported. All people coming to campus should self-assess through the campus application or other process. This does not confirm that one has Covid-19, but it should keep people with known symptoms away from campus.

Nicole asked what the time frame is when getting results with COVID-19 and the time the employee will have where they are unable to be on campus. Gary R. shared that individuals take the test when they have symptoms. He added that results are typically are within 1-3 days. He added one has symptoms; one should stay away from campus whether or not a test has been taken. Student health provides exams for students, but employees should reach out to their own medical providers.

Don N. asked if individuals who are coming to campus are being asked to self-assess in the application for COVID-19 symptoms. Gary R. shared that the assessment app is voluntary as a helpful tool, but not mandatory.

Safety Questions about HVAC

In response to a specific question about HVAC and Covid-19 safety from an employee, Tyler H. provided a first report on the HVAC systems on campus. Risk Management has been working with Facilities Management on upgrading the ventilation and air filter systems whenever possible which is recommended by CPH and CDC. Tyler H. added that at the moment, the standard is the MERV 8, which can sometimes be upgraded to MERV13. The MERV number relates to the size of particles that can get through the air filter system, with MERV8 being a standard high-quality filter, and MERV13 being an upgrade to reduce Covid-19 risk.

Ventilation systems are tricky because it affects the whole building and air balance. At the moment, they are looking at how occupied a building is, the population numbers, and where to prioritize switches. Another item that they are looking at now is outdoor air percentage, which brings in fresh outdoor air into the building instead of circulating indoor air. Some buildings have older systems that cannot be upgraded to MERV13 and will remain MERV8.

Filtration does capture some Covid-19 viruses that are airborne, but the HVAC is not the only protection. The University also has face covering and distancing and disinfecting requirements which add to the protection so that the masks, distancing and limiting numbers in buildings taken all together is the safety protocol, which is working at the moment.

Maria K. asked about the library conditions. She shared that none of the windows open. She added that this was done to preserve materials, but was curious about what buildings are retrofitting so they can have windows that can be opened. She added that it would be nice for windows to open for air circulation. She asked if the motors in the library handle the capacity, she shared that the vents in the library are often breaking down, but are not given instruction to evacuate. She asked if there are any safety protocols if the HVAC breaks down, if people should evacuate. She asked if reports could be provided on air filtrations, when they are changed. Tyler H. shared that he and facilities can work on looking at the library and review their air filters.

Windows that open are not always going to bring in fresh air. The HVAC could push the air out the windows, and unless there is a wildfire smoke problem, the HVAC is designed to bring in fresh air.

If there is an HVAC problem and the air doesn't feel right, that is something that can be called into EHS at 8-2020. Maria K. shared that she wanted to bring this up as this has not been discussed but would like to see if something could change, such as having the HVAC evaluated getting new air filters. She shared that the retrofits should take place while the campus is closed before students return.

The ESC agreed to request a survey report of the campus buildings and their HVAC systems that provides information about the current systems and their potential for upgrades. This will be reported at the next ESC meeting in November.

EOC Reporting

Scott C. reported that the EOC is still active at a level 2 virtually. A couple tests were done to the MPOD (Mobile Point of Dispensing) for the vaccine which can also be used for other things. The trial run was made for the flu vaccine. They are continuing to work on COVID and monitoring the wildfire situation.

BCP Reporting: Don Nahhas, Meysee Vang, Risk Management

Don N. reported that BCP (Business Continuity Plan) is based on a Chancellor's Office Executive Order 1014. Meysee V. added that the key points of E.O.1014 which includes:

- Each business unit will complete its BCP and include the critical/essential functions
- Review and update their plan annually and changing updating any needed items.
- Annual tabletop exercises to test effectiveness and identify gaps of the BCP

Meysee added that 87 individuals were trained and completed the BCP training between May 2019-Sept. 2020. This was a group training, 1:1 prior to COVID-19, ZOOM, over the phone, skype training. Don N. added that at the moment, they have 19 in progress plan reviews, 56 that are current, and 21 that are due for review. Don N. mentioned that there are 5 steps to take, when evaluating their BCP's which include

1. Thinking about your people
2. Establish an A-team
3. Communicate
4. Spot Vulnerabilities
5. Update your BCP

Don N. added that if anyone has any questions that they can reach out to them by email or phone call. Don N. added that he would like to report on building evacuation on the next ESC.

Because the report was cut short by the end of the meeting, the rest of the report will be presented at the November ESC meeting.

Adjourned: 12:05pm

Reconvene in November

IN ATTENDANCE

Gary Rosenblum, Risk Management Services
Karyl Burwell, Student Affairs Administration
William DeGraffenreid, Academic Affairs
Matthew Mason, Transportation Maintenance, Teamsters*
Roy Dixon, College of Natural Sciences and Mathematics
Michael Keenan, ESC Computing Services
Jennifer O'Neal-Watts, Copy Right Specialist, CSUEU*
Susan Colley-Monk, Risk Management Services
Nancy Griggs, College of Continuing Education
Shannon Datwyler, College of Natural Sciences and Mathematics
Nicole Fox, Division of Criminal Justice
Nitin Roy, College of Natural Sciences and Mathematics
Pamela Robertson, Student Health & Counseling Services, Clinic, CSUEU*
Janee M Hardman, College of Natural Sciences and Mathematics
Bill Macriss, Student Affairs
Angela Pullano, UEI Property Services
Brittany Anderson-Steele, College of Natural Sciences and Mathematics
Caity Fox, CSUEU President*
Christina Lofthouse, Police Department
David Levine, College of Continuing Education
Erik Skall, Grounds Management
Kaliah Jenkins, Associated Students, Inc. Board of Directors
Kevan Shafizadeh, Engineering
Maria Kochis, University Library
Meysee Vang, Risk Management Services
Don Nahhas, Risk Management Services
Nayeli P. Gonzalez, Risk Management Services
Martinique Baker, Peer and Academic Resource Center, CSUEU*
Scott Christian, Police Department
Todd Dangott, Risk Management Services
Tyler Harris, Environmental Health Services
Damian Lee, Sacramento State Police Department
Called in#916-278-3506

*Labor representative