

Executive Safety Committee (ESC) MINUTES

Tuesday April 21, 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

INTRODUCTIONS OF COMMITTEE ATTENDEES: Zoom meeting did not require verbal introductions.

PREVIOUS MINUTES APPROVAL: Approved.

OPEN FORUM

Attendees who called in were asked to provide their name so they can be recorded as present in meeting. Attendees were asked to “raise” hand in Zoom Chat if they had questions.

Scott C. gave a briefing on what is happening with the Emergency Operation Center (EOC). He shared that the EOC is operating at level 2, which is a virtual meeting using VEOCI. He added that Level 2 is reserved for Chiefs who then go out to their individual sections and departments and do whatever tests are necessary. At the moment, the Administration and Finance is looking at FEMA for public assistance grants in relation to cleaning and extra labor hours. Other items being looked at is fine tuning which employees are essential on campus.

Gary R: Has the EOC received any requests from outside agencies for use of University facilities for emergency housing or similar requests? Scott C. indicated that no requests have been made. Any request go up to the CSU then it gets redirected to the operational area through the County. The City and County is working on the issue of finding housing for the homeless population. At the current moment, they have trailers at Cal Expo that can house up to 60 people. Housing is only provided to those who have active symptoms. The County and city contracted with various hotel chains around the area for rooms and security. Staff will go around and help with monitoring. The process requires medical clearance and referral from the local housing shelters. No one has asked the University for space at this time.

Nancy G. shared her gratitude to those who help with the voting center, which includes UTAPS, Public Safety, UEI and anyone else who participated. She shared that NBC News filmed the event and was shared nationally.

OLD BUSINESS

Postponed until further notice

NEW BUSINESS

May Meeting

ESC members suggested that we hold a special May and August meeting because of the pandemic situation and to be updated on the development of reopening the campus as much of it has to do with Health and Safety. The committee agreed to have a meeting at the end of May and in August. These meetings are by Zoom until further notice.

Teleworking Safety- Ergonomics and wellness sessions

Because so many employees were teleworking from home, home office ergonomics is an important issue to address. As a result, Risk Management launched a Zoom program twice a week for employees to get ergonomic information and discussion. Adell S. reported that in April 13th a Home Ergonomics and Stretching Wellness was launched. The meetings are run twice a week on Wednesday and Friday from 1pm-2pm. On Friday there is close captioning and an ASL interpreter. The sessions have been going well, and attendees have been giving great feedback. The sessions help with reducing the stress and discomfort that one feels while working at home. Adell S. added that she is available to talk to anyone if they are in need of any assistance. She shared that one can register to the session through the Campus Calendar. She added that the College of Education provided with the additional services such as Close Captioning and ASL Interpreter, and was thankful for their collaboration.

Campus Social Distancing Plan Posting per County Health Department

Gary R. shared that the campus social distancing poster was posted on every entrance of most buildings on campus based on the requirements and protocol directed from the County Public Health Department of Sacramento. He added that campus is classified by the State as essential, so we technically remain open, even though classes are online and administrative work is being performed by teleworking. The poster discusses the cancelation of all in person events and meetings, the disinfecting protocols, and the need for anyone entering the building to use a face covering and keep their hands washed. It addresses what type of protocols one has to follow if they are essential workers such maintaining distance, using a mask or face cloth covering. It addresses how facilities is maintaining the buildings, such as disinfection.

Discussion: Future “Re-opening” Campus Safety Plan for Covid19

Gary R. mentioned that in about a month from now we will have guidance from the governor as to what going forward looks like. He added that there is a potential of reopening the campus for the fall semester for both employees and students at some level. The earliest discussions about opening was most likely June. Due to the circumstances, no one knows what will happen, things change day-by-day.

Written Safety Plan for any future on-campus activity

Gary R. mentioned that the idea of a safety plan is to avoid exposure and avoid cross contamination if the campus reopened back to students, faculty and staff. Gary added that the safety plan is not completed it is a work in progress during the summer as the types of reopening activities on campus for administration and academics will be slowly assessed and determined. All reopening activities must have a safety plan to minimize Covid-19 risk. The university has a responsibility to cover its employees under OSHA, and very similar precautions will be required of students. Employees need a safe workplace, whether it is social distancing, providing masks or other form of PPE. The campus would need to provide assessments of the job tasks and student activities and then determine the actions to mitigate risks, as required by county Department of Public Health. Also custodial activities must correspond to the activities in buildings as they open up. There's going to have to be a certain amount of personal responsibility for people too also disinfect after using shared keyboards other shared equipment like copying machines. The campus will need a large supply of equipment and supplies such as hand sanitizer, disinfecting wipes, face coverings or other PPE to help mitigate such exposure.

Gary R. added that everyone is encouraged to put input to the plan, that collaboration is important if the campus does open. The plan will outline how to work safely and mitigate risk of projectile exposure two harmful agents. People working for restaurants for example, might need to have their temperature taken, provide a monitor at the main entrance that tracks temperature. This example however requires input from employees working in such conditions, labor regulations and union codes. Gary R. also mentioned leaving doors open, to avoid touching door handles, but also addressing safety and the issue with air flow and air conditioning. He mentioned that everything is being looked at, from classroom sizes, to number of students allowed in class, to classes that require in-person meetings, such as labs. Gary R. recommended that each department start looking at a safety plan also, that he would share the safety plan when it was completed. Gary R. added that for receptionist who have to be in office, can look into the plexi- glass that is now found in grocery stores. He also added that the campus is looking at providing employees two face masks, if feasible, to help from additional exposure also.

Brittney A-S. mentioned elevators, she was concerned about individuals being in a confined space and the possibility of exposure, she shared that some people are not going to be walking up the stairs to their office or class.

Gary R. shared that social distancing will also need to be applied, that a limited number of individuals should be in the elevator, just as in classes, the union and library. The idea is to space out individuals to help prevent exposure.

Training for all on-campus community

Gary R. added that he would like everyone in each division, department to start thinking about this as the campus starts to open this fall, at a limited capacity. He added that collaborating with Risk Management is important, and is available to help with developing such plans. Training for all employees, and perhaps students too will have to happen for anyone to return to campus at any time in the summer or fall.

He added that all the precautions are necessary and this is a serious issue to address because one cannot lose sight of the fact that 40,000 Americans have died of this issue.

Adjourned: 12:05pm

Reconvene in May

IN ATTENDANCE

Brittany Anderson-Steele, College of Natural Sciences and Mathematics

Chela Cholula, Human Resources

Coleton Matics, ASI Director of Health and Human Service

Steve Leland, Environmental Health, and Safety

Matthew Mason, Transportation Maintenance, Teamsters*

Daryn Ockey, Facilities Management

Scott Christian, Police Department

Todd Dangott, Director of Risk Management

Adell Seibles, Workers Comp. Manager

Jennifer O'Neal-Watts, copy Right Specialist, CSUEU*

Susan Colley-Monk, Risk Management Services

Janie Mutchler, Environmental Health and Safety

Nancy Griggs, College of Continuing Education

Mark Iwasa, Chief of Police

Shannon Datwyler, College of Natural Sciences and Mathematics

Tony Lucas, University Transportation and Parking

Michael Major, Fire Safety Unit

Angela Pullano, UEI Property Services

Carlotta Moore, Office of Graduate Studies, APC*

Damian Lee, Sacramento State Police Department

Bill Macriss, Chief of Strategic Initiatives

Janee M, Hardman, Instructional Support Technician III

Justin Reginato, Facilities Management

Kevan Shafizadeh, College of Engineering & Computer Science

Lisa Johnson, Director of Health Sciences

Martinique Baker, Peer and Academic Resource Center, CSUEU*

Michael B, Mene, Building Trades Facilities

Shannon Datwyler, College of Natural Sciences and Mathematics

*Labor representative