

Executive Safety Committee (ESC) MINUTES

Tuesday, October 19, 2021 | 11:00 a.m. – 12: 00 p.m. | ZOOM

ATTENDANCE AND PARTICIPATION LISTED AT THE END

Note: If you no longer wish to be on the list, please get in touch with Risk Management Services, j.reynolds@csus.edu, (916) 278-6119

CALL TO ORDER: 11:04 a.m. by Gary Rosenblum, Chair **MINUTES APPROVAL:** Approved

OPEN FORUM

Damian Lee, mentioned that there is a concern with foot traffic from the new. He shared that many students are walking across parking lots and at this moment, it might not be an issue as traffic is light but eventually, he like to know if in the future, there will be a study or a discussion on placing a sidewalk or a crosswalk to avoid foot traffic safety issues. Gary R. mentioned that he and Jonathan B. have already had this discussion. Damian L. added that there is also a concern when student who are driving turn into the parking lot. Gary R. mentioned that he has been observing the location, that adding a sidewalk will require some maneuvering of trees, street lights and fences. Gary R. shared that this type of request might involve planning, space and discussions with the city. Gary R. mentioned that he is talking also to facilities and looking into it.

Brittany A-S. mentioned that she has been noticing that the large buses that drop students off housing near the TSC have been utilizing the TSC loading zone. She added that the time when this is mostly noticed is around 4pm. She shared that this is not a location for the buses to utilize as they have hazardous waste in that area. She also added that she has noticed the buses turn into the loading zone, near Lot 2. Gary R. mentioned that he will speak to UTAPS and address this concern with them.

Homecoming was brought up and the question was raised about whether vaccination cards will be needed or COVID-19 results will be needed in order for individuals to come to the event. Gary R. mentioned that he will talk to ABA to see if they can assist with the screening. At this moment, the Student Safety Ambassadors (SSA's) will be there to provide masks, but there is still the need to assist with checking vaccination cards, COVID-19 test results and handing out wristbands. Todd D. asked if they are also checking the general Public's vaccination card and COVID-19 results and the general response seemed to be that they would not be checked. SSA's are ambassadors and do not do any policing, but might be able to provide some additional support. Gary R. mentioned that the SSA's could assist. Bill M. mentioned that there are ushers who are certified to assist for such events, even though you are required to pay. He mentioned that SSA's might not be comfortable with checking individual's vaccination cards and COVID-19 test results. Athletics added that they are utilizing the SSA's to help with providing masks, they will utilize their staff to check on the other items. Gary R. mentioned that this is a good concern, and that students do not need to check on this item. Brittany A-S. asked if there is clear communication being sent out that this is a requirement for entering and attending a game or event. Athletics mentioned that this is on their social media platforms. She added that there have been lots of incoming calls about this. Brittany A-S. added that

if there is a possibility for Sac State to help with communications so that Athletics does not deal with the anger of those who do show up but are not aware of the event requirements. Athletics mentioned that they have a general List Serve, who are notified of such events, social media and perhaps a Sac Send will be helpful. Gary R. mentioned that he can help with providing her the information to get something out on the Sac Send.

Emergency Management update: Scott Christian

Scott C. mentioned that they are working on a table top exercise for those who are involved with the EOC, on Thursday which will be a “Building Fire”, and in April of 2022, there will be “Active Shooter” table top exercise. Scott C. added that next month, new appointment letters for new EOC members will go out as well as the annual update to the Emergency Operations Plan. Gary R. refreshed the ESC that emergency management issues were added to the ESC portfolio two years ago to review, which is why the report was on the agenda.

COVID-19 Campus Safety Briefing

Gary R. mentioned that before moving to the Worker Compensations discussion, he wanted to share that we are still following the same old protocols as last month. He shared that the student health center provides testing for those who fall under the mandate vaccination exemption, which is religious or medical reasons. Gary R. added that the health center has provided five thousand test and out of those tests, only positive cases are 0.4%. He shared that this is lower than the county rate. The protocols have helped maintain this score down, and in addition there has been 900+ additional vaccinations provided this semester. Gary R. mentioned that 90% of students and students have completed the vaccination process. Michael K. mentioned that he saw the notice on the booster shot and if this will be provided on campus. Gary R. mentioned that these should be available to Sac State employees at the clinic, who are 65+ and are qualified. The booster clinic runs on Thursdays.

WC Performance During the Pandemic: Adell Seibles

Gary R, mentioned that those who are employed and have positive COVID -19 results need to report their status to workers compensation per state regulations. Adell S. shared the chancellor's office cumulative WC claims. The graphic shows the number of claims, the amount that has been paid for, and the date ranges of when reports were submitted. are claims in all campuses and claims that have been paid for. At the moment, COVID-19 claims have gone up for the CSU in general, but the Sac State campus has a low number of cases. Adell S. also shared that in Aug. and Sept., there were an additional ten more claims CSU wide. There has been a slight drop off as of Sept. 30 and there has been a 30% decrease in claim cost. Sac State has had two claims for a total of 938 dollars as of Sept. 30th. The requirement to do the WC reporting is in place till January 1st, 2023. Gary R. shared that the campus does get positive cases and not all turn into workers comp claims. Adell R. shared that in average per week, positive cases are about 4-5 positive cases per week. Adell S. added that incident exposures are sent out by HR. Adell S. mentioned that one can go to the Employee Information page provides the link to the reporting employee illness. She shared that employees' supervisors can report the illness as well. Employees will automatically receive HR communications about what will happened after they report their cases. Adell S. will contact the individual who has COVID-19 and will gather information for contact tracing and will also provide

this additional information to employees. Gary R. mentioned that the form also has a special section for faculty who have tested for a positive case. He shared that if the faculty held an in-person class, Student Affairs would be notified so they can initiate the contact tracing with the students in those classes.

Driving on University Campus: Susan Colley-Monk

Susan C-M. reported on the CSU Safe Driving guidelines because of the pandemic year of not working from campus. Susan's report covered driver registration and training requirements, and the requirement for being enrolled in the Employee Pull Program (EPM) program. Susan C-M sent out notifications to her points of contacts to specific programs and divisions. These individuals were provided a list of drivers in the database and asked to review the list of their drivers for missing our outdated paperwork. Additional work includes contacting drivers and notifying them that they have expired or suspended driver's license or need to send their out of state driver's license. Susan C-M, also added that they were asked to have drivers retake their expired training and provide any new driver information. These new drivers will need to take the defense driving training and golf cart training. Susan C-M mentioned that the Risk Management website provides additional information on what is considered driving on university campus. The forms that are required are the Vehicle Operation Authorization (VOA) and the Driver Authorization Process (DAP). Susan C-M added that those who have outside licenses will need renew their license once a year at their state if they are not getting a CA license as she is unable to check other states system. If those are driving a privately-owned car, they will need to complete the STD 261 form, which will need the supervisor's signature. This form cannot be modified as it is a state form. Susan C-M added that the trainings will be found in CSU Learn. She added that at this moment both trainings will need to be retaken every four years. Regeena L. mentioned that CSU Learn is only available to student employees and volunteers that went through HR. Regeena L. added that those students who are not employee, they can access those trainings through their student platform, which is accessible in the CSU Learn webpage. Gary R. mentioned that people are using their own cars, will need to have their own insurance. Susan C-M. shared that there is insurance but it does not cover collision, and it is not the primary insurance. Michael K. asked if you have DAP and VOA completed, is that a one-time deal. Susan C-M. mentioned that this will be in the database. Gary R. shared that once you provide this form, DMV will notify Risk Management of any suspended driver license. Susan C-M. shared that that language is on the forms, she shared that she has received incorrect information from the DMV, she will contact the driver first before contacting the supervisor. Gary R. mentioned that eventually the supervisor will be notified, they will not be given full details to the supervisor. Michael K. asked if the supervisors are responsible overall for their staff once they are notified by risk of any driver license suspensions. Gary R. shared that it falls on Risk Management but if the supervisor is aware and still allows a person to drive than they are responsible in some capacity.

Adjourned 11:57am

Reconvene Nov. 16, 2021

IN ATTENDANCE

Adell Seibles, Workers' Compensation
Gary Rosenblum, AVP Risk Management, Chair
Todd Dangott, Risk Management
Michael Keenan, College of Engineering and Computer Science, USA*
Scott Christian, Police Department
Patrick Murphy, Human Resources
Roy Dixon, College of Natural Sciences and Mathematics
Susan Colley-Monk, Risk Management
Nayeli P. Gonzalez, Risk Management
Nancy Griggs, College of Continuing Education
Stephen Leland, Environmental Health and Safety
Brittany Anderson-Steele, College of Natural Sciences and Mathematics
Bill Macriss, Student Affairs
Chet Madison, Sacramento State Police Department
Janne Hardman, College of Natural Sciences and Mathematics
Jennifer O'Neal-Watts, Copy Right Specialist, CSUEU*
Martinique Baker, Peer and Academic Resource Center, CSUEU*
Nicole Fox, Criminal Justice Department
Tim Bair, Facilities Management
William DeGraffenreid, Student Engagement and Success
Angela Pullano, UEI Property Services
Lynda Nakamura, College of Continuing Education
Alexa Sardina, Criminal Justice Department

*Safety Committee, Labor Representatives