

Executive Safety Committee (ESC) MINUTES

Tuesday August 18, 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. mentioned that topics are related to COVID-19 and the protocols to reopening campus. That meeting is being recorded for attendance purposes. Michael K. mentioned that he was nominated as a USSA member and is reporting to the ESC.

COVID-19 Update: Reopening/Requesting Safety Supplies

Gary R. reported that the campus is slightly reopening at a limited capacity. He added that the number in person classes are about 150, which is 7% of normal classes. He mentioned that the school is trying to limit the number of people coming to campus under the new guidance that was received from the state governor's office for higher education guidelines. Both academic and administrative activities will be reopening, at a limited capacity. Those who have not been approved to return to work are asked to stay away from campus. Those people that do come to campus such as students, faculty and staff are all subjected to a number of mandates and requirements. Some of the requirements are that individuals self-assess such as checking their temperature or checking if there are any symptoms that resemble COVID-19. He added that students and staff should not congregate in groups for the safety of all.

Gary R. added that people should be vigilant and stay safe when doing things out in the community, and not on campus. He mentioned that risky activities outside of campus followed by interacting with the campus does not help the main goal of safety.

Gary R. asked that people follow face covering mandate when they are on campus, in general and specifically when near people. He added that those who are in an office with others should wear the mask, but alone in an office, it is ok to take it off.

He asked those who have been approved to come back to campus and need face coverings or hand sanitizer can go to the Risk Management Website and fill out the safety supplies form.

Every employee coming back to campus needs to take the COVID-19 Safety Training before coming onto campus, even for single visits or occasional visits for work.

All on campus activities for the Fall must go through an approving process, and is reviewed by Administration, Environmental Health and Safety (EHS), the Student Health Center, and the Department of Public Health then ultimately approved by the President's office.

All face-to-face classes and administrative office work are closely looked into for COVID-19 risk factors, such as how many people are together, for how long, and what equipment and materials are they touching.

Steve L. reported that all summer since the initial closure, EHS has been reviewing protocols for return to campus activities and face-to-face classes. He added that every activity has to go through an approval process, and no one is to come into campus without such approvals. He added that departmental Chairs, Deans, Provost, Human Resources, the President's Office, and Student Health and Counseling have all been involved in the approving process. He added that walkthroughs have been in place for face-to-face classes and there has been discussions on how classes will be sanitized after each use.

Safety Ambassadors

Gary R. mentioned that Sacramento State has developed a new student assistant job, "Safety Ambassadors", that it is unique as it has not been done in any other campuses. The role of the Safety Ambassadors is to assist the campus with providing safety, they will be deployed all around campus, and will assist with sanitizing common areas, such as sanitizing elevator buttons, doors, and reminding people of social distancing. Their ultimate role is to be a friendly coach, provide face coverings, screen people to wear their masks, provide hand sanitizer when needed, etc.

The Safety Ambassadors will report on any issues or concerns to Risk Management Services. The SSAs receive training on conflict resolution like campus RA's. They will be wearing Safety Ambassador vests and will receive PPE and special safety training. The Safety Ambassadors are aware of the type of job they are providing and are volunteering to work with the campus community to provide such services.

New Campus Webpage

Gary R. reported on the new campus website for COVID-19 information. In this, individuals are able to find the latest COVID-19 safety information. Gary R. mentioned that a lot of individuals will see green signs everywhere to "Protect the Hive" when walking around campus. The signs will be posted in entrances of buildings and hallways etc. The signs will indicate doors that are one way, halls that are one way, etc. The website also includes information about classes, student services, wellness, health and safety.

The Health and Safety page has many safety resources for information.

IIPP Safety Plan- COVID-19 Addendum

Gary R. mentioned that Risk Management receives a report of those who have been approved to campus and one can contact EHS to verify approval or check the list of approval. He added that the COVID-19 training is a requirement of the Injury and Illness Prevention Plan, a CALOSHA requirement and people need training on how to manage and work safely. The only individuals exempt students. Students who are employed, or doing any sort of internship/volunteer work are

required to take the course. If such students are having a hardship with the course, they can contact EHS to obtain access. Students who come to campus will receive their own student specific information in emails and videos and online.

Reporting positive cases or exposures

Gary R. mentioned that reporting cases and exposures are different but lead to the same outcome. He mentioned that the Student Health and Counseling Services (SHCS) provides in person phone consultation to those who are experiencing COVID-19 symptoms. When a person is aware and tested positive or know if someone has tested positive and has had contact should report this through a web form designed for this purpose. The Student Health Center will then consult with the Department of Public Health or Risk Management to determine how much that individual can pose a risk to the campus.

Lisa J. reported that they contact students and the Student Health Center staff who have had contact with someone who has COVID-19. She mentioned that they evaluate the severity of each case and investigate the impact and risk of each case when it comes to campus personnel. She added that outside parties are to report their cases to the Department of Public Health. Lisa J. added that individuals who have tested positive are asked to stay away from campus. She added that if the risk was high and impacted the campus, she would contact Risk Management.

Gary R. added that in some cases, if the individual is working on campus and has contact with an individual who has tested positive that they would have to report positive traces. There will not be a campus wide announcement of who the individual is due to privacy issues. Based on the reports to SHCS and their follow-up phone calls, contact tracing will be started and those who may have been possibly exposed to an infectious person will be directly notified by phone. The campus will post the numbers of cases on the Risk Management website.

Susan C-M. Asked if testing is available to employees. Lisa J. reported that the testing is available and has been during the initial stages of the Pandemic but it is only available to students. She added that the cost of the test is \$100.00 and employees interested in testing should contact their medical provider. She added that the Student Health Center could provide resources, such as finding locations where testing is available at no cost.

Gary R. mentioned that the Governor is highly recommending campuses to require individuals to take the flu shot. Lisa J. added that it is being highly encouraged during this time.

Gary R. asked when a link to the report was going to be added in the Student Health Center. Lisa J. mentioned that the President went over this, but she has had meetings with Facilities Management, Academic Affairs, ABA, and Housing to get the word out and use the link. She mentioned that it has been successful, that this has been highly used in the Student Health Center and will be provided and reported on. Gary R. mentioned that the link can be provided in the ESC Minutes (<https://sacstateshcs.wufoo.com/forms/covid19-illnessexposure-report/>) and can be posted in other locations as well.

Room cleaning process

Gary R. reported that room cleaning is being handled by Facilities Management. He mentioned that at least 10 buildings are being open for use, but not all classrooms are open. He added that most rooms will be closed but faculty can schedule them when needed. He added that the rooms that are being used for classes will be disinfected. That rooms will only be available when disinfected.

If a person had COVID-19 and utilize the room, they will be asked to stay away from campus, and the room will be sanitized/deep cleaned as recommended and not be used for 24hrs. Approvals for room utilization are being monitored by Space Management and Risk Management. Gary R. mentioned that those who have concerns email rms@csus.edu or call (916) 278-2020.

Gary R. added that food venues on campus are not planning on reopening.

Adjourned: 12:05pm

Reconvene in September

IN ATTENDANCE

Karyl Burwell, Student Affairs Administration
Chela Cholula, Human Resources
William DeGraffenreid, Academic Affairs
Steve Leland, Environmental Health, and Safety
Matthew Mason, Transportation Maintenance, Teamsters*
Daryn Ockey, Facilities Management
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
Laura Swartzen, Confidential Advocate
Shannon Datwyler, College of Natural Sciences and Mathematics
Tony Lucas, University Transportation and Parking
Nicole Fox, Division of Criminal Justice
Nitin Roy, College of Natural Sciences and Mathematics
Caity Fox, CSUEU, Chapter President*
Pamela Robertson, Student Health & Counseling Services, Clinic, CSUEU*
Jancee M Hardman, College of Natural Sciences and Mathematics

*Labor representative