

College of San Mateo

Campus Safety Committee Meeting Summary

Thursday, August 26, 2021

2:00 PM – 3:30 PM

<https://smccd.zoom.us/j/89844226282?pwd=cGtUMGR1YlErTFViUUhDN3UzaHprdz09&from=addon>

Members Present: Micaela Ochoa, Brian Tupper, Emily Barrick, Robert Gutierrez, Jose Bonilla, David Lau, Cynthia James, Gloria D'Ambra, Joseph Puckett, Viji Raman, Jesenia Diaz, Tania Farjat

Staff: Stephanie Martinez

Guests Present: See attached list

Micaela called the meeting to order at 2:02 PM.

Welcome and Review Agenda

Micaela edited Item 3 by removing the AQI Report from the agenda and postponed it until the September 30 meeting, reducing Item 3 by 15 minutes and adding time to Item 6 -Round Table. The CSM Safety Committee Members in attendance and present approved the agenda as presented with noted changes to the agenda.

Review and Approval of July 22 and July 26, 2021 Minutes

The committee reviewed the minutes from the July 22 and July 26, 2021 meetings. The members present approved the minutes as presented.

Reports and Updates:

Recovery and Safety Update

Ray Hernandez reviewed the recovery plan.

Ray noted that each campus' website has a prominent link routing users to the District's General Recovery Overview page for employees and students. The website also includes Board policy related to recovery. The Recovery Policies & Plan can be found under the "For Employees" section of the District's General Recovery Overview page. Within this page, employees can find important information on various return to campus topics.

Ray shared information from the COVID-19 Vaccination page, and reminded everyone that in July 2021, the Board approved the framework policy requiring employees and students to be

vaccinated. However, the procedure cannot be fully enforced until the FDA approves at least one of the three vaccines available in the US. Ray noted that the FDA approved the Pfizer vaccine on Monday, August 23, which would help move the Board policy forward.

Ray reminded members and guests in attendance that the self-attestations were due August 18. As of August 26, 2021, two-thirds of employees had entered their attestation, reminding meeting attendees to provide their updates. Ray noted that the District employs approximately 2,000 employees. Of those employees, over 1,200 (60%) had submitted their self-attestation. Once all employees submit their attestation, the District's vaccination rate would be shared to give employees confidence in the vaccination rate.

Ray mentioned that since the FDA approved the Pfizer vaccine, the District would remove the Emergency Use Authorization (EUA) exemption, leaving the medical and religious exemptions. Human Resources (HR) would then finalize an exemption form for employees wishing to submit an exemption. Ray also mentioned that Marie Billie, Interim Chief Human Resources Officer, was new to the District but had extensive experience with Federal and State policies and would develop a procedure and form process to mirror the Federal and State regulations and District policies.

Ray mentioned that students had been alerted of the vaccination policy but we do not yet have a process for them to submit their status. With 30,000 students, the process would be more complex; however, the self-attestation and allowable exemptions would be the same as the employee process. Ray anticipates that the self-attestation for students would be activated by the middle of the Fall semester.

Ray mentioned that as of August 26, the District is not surveillance testing as there had not been any outbreaks. The County of San Mateo and the State of California have seen a decrease in positive cases. Ray communicated that he attributes this to a high vaccination rate, the mask mandate, and the virus's course.

Ray encouraged all members and guests present to review the information in "Investigating, Responding, Reporting, and Record-Keeping COVID-19 Cases," especially those who have not yet returned to campus.

Ray also shared the Face Coverings and Personal Protective Equipment (PPE) portion of the website, noting that this portion has now shifted to Public Safety. Employees can request an N-95 mask and face shield via the link on the webpage.

Ben'Zara Minkin addressed a question regarding a vaccination passport for gym use such as those imposed by the City of San Francisco. Ben'Zara expanded on the question for people to consider -- if or when the County of San Mateo implements a requirement, how would it affect the District community?

Ben'Zara said that the District did expect the County to go in that direction in mid-October. He mentioned that SMAC had the infrastructure in place to require proof of vaccination at check-in and it would extend to the student-athletes due to maximum occupancy limits.

Ben'Zara also touched on the topic related to dining on campus, mentioning that proof of vaccination could be required to purchase food, and eating areas could require proof of vaccination. Roping off the dining areas, posting someone at the entrance, and signage stating proof of vaccination required were all suggestions being discussed.

AQI

Postponed to the September 30 meeting.

Public Safety

Rob Dean shared that there was no permit system for parking in place. He mentioned that if any issues arise, the campus community should contact the Public Safety Office to alleviate them.

Rob also mentioned that the athletes are on campus daily and we have a large construction project on the south end of campus. The construction project includes construction and engineering of a new water tank for campus water and is expected to be completed in March 2022. Rob mentioned that the construction would impact Perimeter Road and the construction crew may close the road, employing flagmen to control traffic. Rob also informed members and guests that the tennis courts' parking lot was reserved for the construction company to store equipment and excavations.

Additionally, Saturday home football games, the Farmers Market, and SMAC visitors were all well-attended events that affect campus parking and traffic flow. However, the newest parking lot was completed (are where the greenhouse and horticulture program building previously existed) and it provides additional parking space.

As a closing reminder, Rob mentioned that the County COVID testing site is on the west side of campus for anyone requiring their services.

Cheryl Navarrete, via chat, said that students might be parking in the staff parking lot regardless of the posted signage. Rob addressed the comment stating that all parking is on a first-come, first-serve basis and had asked that everyone obey the signage; however, with no parking system in place, it is challenging to differentiate vehicles and deter students from parking in the staff parking lots. Rob asked that if the parking is problematic, to contact Public Safety to provide information so that they can investigate.

Elnora Tayag, via chat, asked if an updated campus map that includes the new staff parking lot was available. Micaela mentioned that parking lots were in the process of being updated from names to numbering. Micaela said that the updated maps would be posted on the website.

Facilities

Robert Gutierrez shared that the campus is much busier than anticipated and that the Facilities team had done their best to prepare for the return to campus. The team is still getting feedback, addressing questions and needs from the campus community, and welcomes questions.

Reporting on Safety Concerns

Micaela asked if there were any safety concerns to report from members or guests in attendance.

David Lau reported on questions he received from faculty regarding signage detailing where students could locate masks if they did not have one. Writing Center knows how to get masks, but there is no stock. Micaela mentioned that masks and PPE were delivered to each of the division offices and administrative departments. David McLain mentioned that the building entrances state all persons are required to wear masks, but there were no signs directing visitors where they could pick up masks. Dave also mentioned that Building 10 has masks at the entrances. Student Representative Tania Farjat mentioned that the Associated Students of College of San Mateo (ASCSM) were working on their welcome week project that would provide masks for students. ASCSM will also look into incorporating a message in the Bulldog Bulletin explaining where students can access masks (and they will create signs).

Safety Committee Purpose and Membership

Micaela reminded the members and guests in attendance that during the April, May, and June Safety Committee meetings, the committee discussed reviewing and updating, where necessary, the Purpose Statement and Membership. The current Safety Committee purpose statement (bylaws) can be found on page 82 of the CSM Policy Manual. The bylaws include the purpose, functions, to whom the committee recommends, Chair selection, Membership, Term

Limits, Staff, and Quorum. It also explains that this committee is not a Brown Act committee. Finally, the accreditation standards institutional priorities are also provided.

Micaela mentioned that no action would be taken regarding changes to the bylaws during the August 26 meeting. At this meeting, she wanted to review the bylaws with the committee and ask the committee members to review the bylaws individually and provide feedback, recommended changes, and edits at the September 26 meeting, with action to be taken at the October 28 meeting.

Micaela read the current Safety Committee Purpose. Micaela recommends the addition of AFSCME as a represented group on the committee. She also mentioned that if the committee decides to change reporting structure from President to IPC, the committee would need to prepare an annual report to IPC, similar to other campus committees.

Micaela will also prepare a calendar for the current members' term.

September 30, 2021, Preliminary Agenda Items

- Review Safety Committee Purpose and Membership
- Discuss Safety Committee Purpose and Membership
- Recovery Update
- Self-Attestation of District Vaccination Rates
- Addition of November and December meeting dates

Round Table

Micaela asked the committee members if they would like to extend future meetings from 60 minutes to 90 minutes, for additional updates, discussion, and feedback. Micaela mentioned that if the extra time isn't needed, they can end meetings early. The committee members present agreed to extend the meeting time. Stephanie will extend the end time of future meetings by 30 minutes, to 3:30 PM.

Jessica Silver-Sharp, AFT, voiced her appreciation for the campus' masking signage, sanitization and mask stations. Jessica suggested posting QR codes to direct students and visitors to a landing page to check their symptoms. With Dave's help, Ray mentioned that the QR could be changed and possibly route to the CDC website.

Michele Rudovsky shared that the Facilities and Public Safety teams delivered hand sanitizer, surgical masks, and gloves to the Division Offices. Michele also shared that if Division Offices needed their supplies replenished, they could contact the Facilities and Public Safety Offices.

Carol shared that she has not had any issues with students wearing masks on campus or properly covering their faces when asked.

Dave wanted to ensure locations would be adequately supplied with PPE to avoid frustrations.

Based on no further feedback and discussion, Micaela adjourned the meeting at 3:01 PM.

Attendees (alpha-order by first name):

Alicia Frangos	Janis Wisherop	Maggie Barrientos
Audra Fernandez	Jennifer Taylor-	Maggie Li
Ben'Zara Minkin	Mendoza	Micaela Ochoa
Brian Tupper	Jesenia Diaz	Michele Rudovsky
Carol Ullrich	Jessica Damian	Michelle Schneider
Cheryl Navarrete	Jessica Silver-Sharp	Owen Yoch
Cynthia James	Jia Chung	Ray Hernandez
David Lau	Jill Haberlin	Robert Dean
David McLain	Jose Bonilla	Stephanie Martinez
Dianne Fernandez	Joseph Puckett	Tabitha Conaway
Elnora Tayag	Karen Chadwick	Tania Farjat
Gloria D'Ambra	Kay Hunter	Vince Garcia
Heidi Pereira	Kristi Ridgway	Virna Rodas
Helia Ying	Krystal Duncan	Yen Tran
Hirania Gonzalez	Ludmila Prisecar	