

**College of San Mateo  
Safety Committee Meeting**

Agenda

Thursday, February 24, 2022

2:00 PM – 3:30 PM

ZOOM Meeting link:

<https://smccd.zoom.us/j/87007866723?pwd=dmhFSUJFZ1JGK2xNbIR5ZVM0bkc5dz09&from=addon>

Item #	Item	Lead (s)	Attachments	Time	Action
1.	Review and Approve Agenda	Micaela Ochoa	None	2 Min.	Action
2.	Review and Approve January 27, 2022 Meeting Minutes	Micaela Ochoa	<a href="#">Attached</a>	3 Min.	Action
3.	Public Comment on Non-Agenda Items	Committee Members & Guests	None	5-10 Min.	Information
4.	Report from Health & Safety, 15 Min. Report from Public Safety, 10 Min. Report from Facilities, 10 Min.	Ray Hernandez Brian Tupper Robert Gutierrez		35 Min.	Information
5.	Tentative 22-23 Meeting Dates <ul style="list-style-type: none"> <li>▪ Please review with your constituency groups</li> <li>▪ We will take-action on calendar in March 2022</li> <li>▪ January notes indicate action in February, however, we will provide an extra month</li> </ul>	Micaela Ochoa	<a href="#">Attached</a>	2 Min.	Information
6.	March 24, 2022 meeting, Preliminary Agenda Items:	All	None	2 Min.	Information
7.	Round Table Open for health and safety campus related questions, comments and/or concerns	All	None	5 Min.	Share
8.	Adjourn	Micaela Ochoa	None	1 Min.	Action

The Campus Safety Committee meeting schedule for FY 2021-22 is as follows:

2021	2022
Thursday, July 22 & 26	Thursday, January 27
Thursday, August 26	Thursday, February 24
Thursday, September 30	Thursday, March 24
Thursday, October 28	Thursday, April 28
Friday, November 19	Thursday, May 26
Friday, December 10	

CSM Safety Committee Website: <https://collegeofsanmateo.edu/emergency/safetycommittee.asp>

## College of San Mateo

### Safety Committee Meeting Summary

Thursday, January 27, 2022 2:00 PM – 3:30 PM

**Members Present:** Brian Tupper, Cynthia James, David Lau, Gloria D’Ambra, Jesenia Diaz, Micaela Ochoa, Rob Dean, Robert Gutierrez and Viji Raman

**Staff:** Luz Román-Amaro

**Guests present:** see enclosed list

Micaela called the meeting to order at 2:03 PM.

#### **Review and Approve Agenda**

The CSM Safety Committee members present approved the agenda as presented with no request for changes or modifications.

#### **Review and Approve December 10, 2021 Meeting Minutes**

The Safety Committee members present reviewed the December 10, 2021 meeting minutes.

Jesenia Diaz communicated that she noticed a typographical error on page 2. Trang Luong’s name was missing the letter “G” in her first name. Micaela noted the correction. The Committee Members present approved the minutes as presented with the correction of the missing “G” in Trang Luong’s name on page 2.

#### **Public Comment on Non-Agenda Items**

Micaela invited members and guests to speak on any non-agenda items.

David Lau shared that he is enjoying teaching on campus again, but has received many emails from faculty asking about the availability of N95 masks. He acknowledged that a lot has been done to mitigate the threat of Covid, but the consensus from faculty is that more needs to be done.

David commented that Governor Newsom is bringing the Covid-19 Supplemental Sick Leave Pay back. Micaela communicated that the Covid-19 Supplemental Sick Leave Pay would be retroactive to January 1<sup>st</sup> 2022 and would be effective until September 30, 2022.

No further comments or feedback were given on this item.

#### **Report from Health & Safety (general overview, test kits for employees and students)**

Micaela communicated that they would start agenda item#4 with the report from Public Safety on facemasks followed by the report from Health and Safety once Ray Hernandez joins the meeting.

Micaela introduced Brian Tupper from Public Safety.

#### **Report from Public Safety (masks for employees and students)**

Brian reported that Public Safety had an original supply of 9,000 N95 masks for employees and they have ordered 50,000 additional N95 masks. Public Safety is currently distributing two types of facemasks: N95s for staff and faculty and KN95s respirator masks for students. They estimate that the supply of N95s will last until the end of year 2022. Employees can order

N95 facemasks through their division office, but can also order them directly from the Public Safety Office. In addition, Public Safety has 10,000 KN95s for students that will be distributed through the library, Counseling, and Admissions & Records. Brian mentioned that new CDC guidelines recommend the use of KN95 or N95 over the surgical masks. Public Safety is in the process of ordering more KN95 facemasks.

Ben Zara communicated that there is advice about double masking with a combination of a cloth face mask and a surgical mask. Brian communicated that the Covid antigen test kits are coming in and will be distributed through the division offices.

Micaela asked Brian what is the process for division assistants to request masks for students. Brian responded that Public Safety can deliver surgical masks in bulk, but cannot deliver KN95s at this time. Employees can request N95s from the Public Safety Office.

David Lau communicated that through his division office he is able to obtain PPE, but he is concerned about the availability of KN95s for students. Brian communicated that KN95s are going to be distributed today and tomorrow. Public Safety is trying to secure an order large enough to supply enough KN95 masks to all three campuses.

No further comments, questions or updates were given on this item.

### **Report from Facilities**

Micaela introduced Robert Gutierrez to provide a report from facilities.

Robert communicated that facilities was notified of 5 exposures during the 1<sup>st</sup> week on campus. Facilities quickly cleaned and sanitized those work areas that were exposed. There have not been any more notifications of exposures.

Robert also gave an update about the water tank project. He communicated that the first part of the project is complete. There will be some temporary traffic interruption to bring in heavy equipment, but there will not be a full road closure like last semester. Facilities expects the project to be done by April 2022.

Micaela read a comment made in the chat by Viji Raman thanking Robert and facilities for trimming the hedges around parking lot G. It has increased the visibility of cars and pedestrians. Micaela asked Robert for a quick update about the new parking lots signage.

Robert communicated that it was previously decided to replace parking lot names with letters. Temporary signage has been installed. The permanent signs will be installed at a later date. Cynthia James asked if the online map has been updated. Robert responded that the online map has been updated and the references to the old names in the webpages have been replaced.

David McLain explained that there has been a great effort in updating the different parking lot references on the website and asked for assistance in reviewing webpages and updating any references to the old parking lot names. He also shared the link to the updated campus map in the chat:

<https://collegeofsanmateo.edu/map/docs/CSMCampusMap.pdf>

No other questions, comments or feedback were reported from facilities.

### **Review and Discuss Fall 2021 Safety Committee Accomplishments**

Micaela reviewed the Safety Committee's accomplishments from Fall 2021:

- Conducted Seven (7) meetings with participation and feedback from various stakeholders, including up to 130 community partners in some of the meetings.

- Changed the committee's meeting schedule from a quarterly to a monthly basis and the duration of the meetings from 60 to 90 minutes.
- Reviewed, discussed, and took-action on committee bylaws
- Discussed pros and cons of becoming a committee that reports to IPC and took action on this item.

Micaela reminded the committee that according to the bylaws they need to do an annual report to IPC. She offered to prepare the report's template and asked committee members for their input regarding dates and items that they would like to present at IPC.

No further comments or feedback were given on this item.

### **Continuous Improvement: Feedback Regarding Fall 2021 Meetings**

Micaela explained that this item is for the committee to discuss preparation items for Spring 2022 meetings.

David Lau agreed that the meetings in Fall 2021 were well organized, provided the opportunity to get things done and to share valuable information. However, he is concerned about having another COVID surge in the fall. He thinks the committee should be prepared and develop some strategies in the event that there is another emergency.

Dr. Yang concurred that we need to be prepared for the eventuality of another COVID surge, but the new variants of the coronavirus make it very difficult to be ahead of the curve. She recognized that the Safety Committee has done an excellent job in dealing with and communicating with the pandemic.

Micaela communicated that there have been discussions about ordering extra supplies for students and staff for Summer and Fall 2022. She indicated that we will continue to be open to any feedback that might help put measures in place. There are also funds available to order more supplies if needed.

No further comments were given on this item.

### **Tentative 22-23 Meeting Dates**

Micaela reviewed the proposed 22-23 meeting dates with the committee and asked committee members to discuss these dates with their constituency groups. The committee will take-action on this item at the next meeting in February 2022.

No further comments or feedback given on this item.

### **Report from Health & Safety (continuation from Agenda Item#4)**

Ray Hernandez communicated that the County's 80% mark of vaccinations has been reached.

<https://www.smchealth.org/data-dashboard/criteria-lifting-indoor-mask-mandate>

He also reviewed our community data from the CDC tracker website:

[https://covid.cdc.gov/covid-data-tracker/#county-view?list\\_select\\_state=California&data-type=Risk&list\\_select\\_county=6081](https://covid.cdc.gov/covid-data-tracker/#county-view?list_select_state=California&data-type=Risk&list_select_county=6081)

He indicated that as people come back to campus there might be some exposures, but since we are requesting people to be fully vaccinated there is less risk for infection.

David Lau commented that faculty members are happy to be on campus, but remain very concerned about what will happen with the coronavirus in the near future.

Ray agreed that this situation can be very stressful, but the numbers are going down.

Dr. Yang communicated that the number of cases is high, but are also undercounted due to the at-home-covid-tests results that are not reported. She commented that we know more about the virus and how to treat it than what we knew over a year ago. Also, our community is highly vaccinated and that put us in a much better place than other counties. She commended the district for being conservative with the opening of campuses.

David expressed his concern about the high contagiousness aspect of the virus.

Rob Dean commented that there is a lot of misinformation available and people would like to know the facts.

Ray thanked Rob for his comments.

Dr. Yang commented that it is understandable that people would like to see an end point to the pandemic, but history shows that a pandemic can take 5 years to become endemic. It will not disappear completely.

Cynthia James commented that in Cosmetology they have been working on mannequins for a while, but they are planning to have people come to campus for services in a few weeks. She asked the committee for confirmation that this is the right thing to do as long as they follow the protocols.

Ray responded that the goal is to return to normal operations combined with health and safety measures.

Ray continued with his presentation by reviewing the Isolation, Exposure and Quarantine decision tree:

<https://smccd.edu/return-to-campus/docs/SMCCCD%20isolation.exposure.quarantine%20decision%20tree%2001312022.pdf>

He clarified that if an employee is fully vaccinated and has received the booster shot, there is no directive to keep that person off campus as long as the person is symptom free.

Ray communicated that the home antigen tests were supposed to arrive today, but there has been a delay and will arrive next Tuesday. A total of 7,500 individual units were ordered.

#### Antigen Tests

Employees: the home antigen tests will be distributed to employees at the Division level – 2 per employee.

Students: because there is a limited amount of kits for students, priority will be given to those students with confirmed exposures.

Ray communicated that the Program Specialists have more work than what they had anticipated due to the weekly testing of 60 employees, 150 students and the student athletes. The District wants to open a second testing site and is in negotiations with a new partner that will tentatively start conducting testing on February 22.

David Lau asked for clarification on the number of home antigen tests that were ordered and the date for the launch of the new campus testing site. He also inquired about what the district or the state are doing to maintain the safety measures without federal aid. Ray responded that the District will continue do the work that needs to be done.

No further comments or feedback were given on this item.

#### **February 24, Preliminary Agenda Items:**

Micaela asked committee members to submit any items that they would like to discuss at the next meeting.

David Lau shared his concern about the sustainability of the current covid testing process.

Ray responded that that they are hiring more temporary personnel to assist with the current process.

Micaela communicated that the three campuses are using HEERF funding for support in this effort. The funding for these positions ends in May 2022.

No further comments, feedback or questions were given on this item.

### **Round Table**

Meeting adjourn at 3:24 PM

### **Attendees (alpha order by first name):**

Ben 'Zara Minkin	Ray Hernandez
Brian Tupper	Rob Dean
Cynthia James	Robert Gutierrez
David Lau	Viji Raman
David McLain	Vince Garcia
Dr. Jennifer Yang	
Gloria D'Ambra	
Janis Wisherop	
Jesenia Diaz	
Jia Chung	
Luz Román-Amaro	
Micaela Ochoa	
Owen Yoch	

# *DRAFT*

## **2022-2023 Safety Committee Meeting Schedule**

Occurs on the 4<sup>th</sup> Thursday of every month, 2pm-3:30pm

\*Moved to the 3<sup>rd</sup> Thursday due to a Holiday

### **Meeting Dates**

July 28, 2022

August 25, 2022

September 22, 2022

October 27, 2022

November 17, 2022\*

December 15, 2022\*

January 26, 2023

February 23, 2023

March 23, 2023

April 27, 2023

May 25, 2023

June 22, 2023