



SAN MATEO COUNTY  
**COMMUNITY**  
 COLLEGE DISTRICT

# Meeting Minutes

## District Health and Safety Committee (DHSC)

Date:	Start:	End:	Next Meeting	Next Time	Location:
Sept. 13, 2022	1:00 pm	2:00 pm	Dec. 5, 2022	2:00-3:00 pm	Zoom – See Calendar Invite

Purpose:	Central Repository Folder:
District Health and Safety Committee (DHSC) Meeting Agenda #50.0C	<a href="#">\\appserv2\Districtwide Safety Committee</a>

Attendees:	
X Barrick, Emily – (CSM) X Colin, Cherie – (SKY) X Dean, Rob – (CSM) Demissie, Yoseph – (Dist) X Doctor, John – (SKY) Djedi, Anthony-(CSM) X Garcia Vince – (Dist) X Gutierrez, Robert – (Dist) X Hernandez, Ray – (Dist) X McLain, David – (CSM) Melgoza, Ingrid – (Dist) X Minkin, Ben’Zara – (Dist) X Joe Morello, Jr. - (SKY)	X Pinkham, Karen – (CAN) Prisecar, Ludmila - (CAN) X Pulido, Ana – (Dist) X Reyes, Thommy – (Dist) X Rodriguez Antone, Megan – (CAN) X Rudovsky, Michele – (CSM) Storti, Richard – (Dist) X Tordesillas, Dennis – (Dist) X Tupper, Brian – (Chairperson) X Vangele, Jim – (SKY) Yoch, Owen – (CSM) X Penaflor, Jeramy – (CSM)

Item	Description	Action by	First Noted	OPN/ CLO
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**NEW BUSINESS**

50.0C	<b>DHSC Bylaws, history, membership and next steps</b> 9/13/22:  <u>Charge/Scope of DHSC</u>  The DHSC is classified as a management structural group instead of a participatory governance group. It coordinates health and safety activities on a broader level than campus specific items. The DHSC does not vote on anything. However, it is a decision making body that follows regulatory and compliance requirements. It carries out SMCCCD policies and	All	6/6	OPN
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	<p>discusses overarching/districtwide issues to make recommendations in the same manner as College Health and Safety Committees (CHSC).</p> <p>CHSC may make policy recommendations or raise safety concerns directly to either college or District executive leadership or Board of Trustees. Campus specific recommendations need only be reported to DHSC.</p> <p><u>Additional Representative</u></p> <p>By forming bylaws, the DHSC will clarify its purpose to CHSC. The DHSC will finalize its mission statement and membership list at its December meeting and VPAs will discuss them with their respective Health and Safety committees.</p> <p>Additional membership to DHSC will not be needed.</p>			
	<p><b>Round Table</b> 9/13/22: Item not discussed</p>			
<b>RECURRING ITEMS</b>				
	<p><b>Emergency Operations Plan (EOP)</b> 9/13/22: Item not discussed</p>	<b>BZM</b>		<b>Ongoing</b>
	<p><b>Districtwide Building Captains Plan</b> 9/13/22: Item not discussed</p>	<b>BZM</b>		<b>Ongoing</b>
	<p><b>District Employee Emergency Preparedness Training</b> 9/13/22: Item not discussed</p>	<b>BZM</b>		<b>Ongoing</b>
	<p><b>Campus Health and Safety Committees Update</b> 9/13/22: Item not discussed</p>	<b>VPAs</b>		<b>Ongoing</b>
	<p><b>COVID-19 Recover Plan and Safety Procedures</b> 9/13/22: Recent modifications to the district <i>COVID-19 Prevention Program</i> were reported. CalOSHA requires these recovery plans to remain in-effect until the end of 2022.</p> <p><i>*Standard Operating Procedure (SOP): Investigating and Responding to COVID-19 cases in the Workplace</i> -Tracing is no longer required. CDC continues to recommend guidance. Anyone infected are required to make an online report. Based on info provided a person may receive an isolation period between 5 to 10 days.</p>	<b>RH</b>		<b>Ongoing</b>

	<p><i>*Standard Operating Procedure (SOP): Face Coverings and Personal Protective Equipment (PPE)</i>  -Recent requirements approved by the Board have been incorporated</p> <p><i>*Standard Operating Procedure (SOP): Reporting, Recordkeeping, and Access</i>  -Tracing component removed but monitoring still required for possible transmissions in clusters of three or more people in the classroom or work area. High-risks groups are athletes, cohort groups, health care programs, and work groups with direct public contact. RH reported that in the past two years there have only been three potential outbreaks but none of the transmissions could be verified as happening on campus.</p> <p><i>*Standard Operating Procedure (SOP): Weekly Testing for Unvaccinated Individuals</i>  -There is a possibility that the weekly testing requirement for exempted people will be rescinded and SOP will be removed. (Update: On September 15, 2022, SMCCCD suspended SOP.)</p> <p><u>COVID-19 Test Kits</u>  Test kits that were distributed in June will continue to be in-use until October-November 2022. RH will inspect current inventory with BT and will research FDA policies. Guidance about how to handle test kits will be communicated.</p>			
<b>OLD BUSINESS</b>				
50.2	<p><b>Joint (District-wide) Safety Committee Meeting – July 9/13/22:</b>  There will be an ad-hoc committee to review and provide recommendations for the District vaccination policy. The recommendations will go to the Chancellor’s Cabinet and then will be presented to the Board of Trustees at its October 26 meeting.</p>	JMj	5/31/22	OPN
46.3	<p><b>911 Zones replacement signage 9/13/22:</b>  New signage will have a QR code linked to the Emergency Preparedness Office website. Once website has been updated the new paper posters will be installed throughout the district with the help of Public Safety.</p>	BZM	7/6/21	OPN
46.4	<p><b>PSPS forecast and AQI monitors update 9/13/22:</b> Jessica Ho is now leading sustainability activities throughout SMCCCD. Purple Air monitors are inspected frequently by Facilities and Ben’Zara Minkin. CSM monitors are currently experiencing issues. Management of air quality activities will be reassigned to the Emergency Preparedness Office. This agenda item will be converted to a recurring agenda item.</p>	BZM	7/6/21	OPN

44.2	<b>Tobacco-Free (formerly named as Smoking / Vaping)</b> 9/13/22: All district designated smoking areas and signage have been removed. Draft of tobacco-free signage has been completed and sent to Brian and Michele for review.	ALL	11/7/19	OPN
43.0	<b>Veoci Software</b> <ul style="list-style-type: none"> <li>- Cloud based platform that provides EOC, COOP, and EM systems. Cost is ~ \$25, 000 a year, and will save us substantially in time-line and personnel costs. BZM will schedule a webinar soon.</li> <li>- Software will provide a boilerplate and virtual interface. Many IHEs are using this software.</li> </ul> <p>12/6/21:            -Ben'Zara Minkin (BZM) provided a brief history of EOP and explanation of VEOCI's structure and functions.            -VEOCI is an emergency management system / virtual operations center and is compatible with RAVE emergency alert notification system.            -The EOP section of VEOCI includes:            Planning Section – Functional Annex and Hazard Annex</p> <ul style="list-style-type: none"> <li>➤ Annexes are task and strategy driven               <ul style="list-style-type: none"> <li>– Roles</li> </ul> </li> <li>➤ Campus Captains – incident commanders</li> <li>➤ VPAs – EOC directors</li> </ul> <p>9/13/22: Item not discussed</p>	BZM	9/5/19	OPN

Agenda items deleted: 46.0, 46.2, 50.0A, 50.0B  
 46.1 moved to Recurring Items section  
 44.2 renamed to Tobacco-Free