

Appendix B

FAQs on Reopening Siskiyou's Plan

(Published August 6, 2020 via Email to Campus
from Dr. Stephen Schoonmaker, College President)

First of all thank you for all the excellent questions regarding the Reopen Siskiyou Plan draft. These questions below are verbatim from what was received. They have been quite helpful in improving the document, and to clarify intentions, as well as revising to add additional details based on the feedback we are receiving from all constituency groups as well.

Here are the best answers we can provide at this time in this time of evolving information and changing conditions, including pending guidelines from local, state, and federal agencies.

Testing questions:

By far, the most questions being asked involve testing of students and employees. Here is a list of some of these questions:

- 1. Is anyone being tested? Staff, students residing in lodges, students coming from out of the county, state, country?**
- 2. If testing is going to happen – how often?**
- 3. Will all students have to have a negative COVID test to be on campus (not just CTE, but all students attending on campus classes)?**
- 4. Why are employees who go on vacation not tested when they came back to work?**
- 5. Are all employees who work on campus quarantined or tested after they return from distant meetings held out of the county?**
- 6. For Paramedic and Nursing students, I can understand a negative test before sending to Clinical sites and Internships. Isn't that situation an entirely different requirement?**
- 7. Should testing be limited to only some students? If you test CTE students, then why wouldn't we test everyone that comes to campus? What about our own employees who have been all over California and other states on vacation?**

These first seven questions deal with testing. The information about testing has evolved daily as we better gauge and understand not just what is realistic to require, but also the logistics for implementation and compliance to any requirements.

Yes, we are selectively testing. The District is attempting to develop a baseline for the start of Fall Semester. However, due to limited testing available, impractical delays in getting test results, advice from Siskiyou County Public Health Division (SCPHD), and legal counsel the District has decided to modify the current language in the revisions to the Reopen Siskiyou plan to state:

“All employees/students returning from travel, or relocating from, outside Siskiyou County must provide documentation of a negative COVID-19 test taken after August 1, 2020, (in the case of an individual who previously tested positive, clearance to be on campus must be obtained from a medical professional) and isolate for 14 days if prescribed by SCPHD prior to being allowed on campus to return to work (employees) or to begin in-person instruction (students). Area of Commute is excluded from mandatory testing while conducting normal activities.”

This “area of commute” was a new term we heard for the first time on July 20, 2020, and we have decided to include it. Essentially, we are “broadening” the defined boundaries of the County to include commuting areas where many people either live and commute, or travel to for a day-trip to shop, receive services, etc. Examples include Redding, Ashland, Medford, Klamath Falls, etc.

We will also be communicating to all employees and students that we highly recommend limiting exposure to potential contagion for 14 days prior to the start of Fall Semester.

Even if a student or employee does not have to submit test results, some may desire to get tested; or, it may be a requirement for students in some of the College’s programs and/or activities. Locally, testing is offered at Fairchild and Mercy/Mt. Shasta hospitals. Fairchild is limiting tests collected to 60 tests a day due to demands for test processing at the lab they use. Testing is already ordered for the County through the County Public Health Medical Director, so you don’t need anything from your doctor. Costs for tests are covered by insurance. , and we have not heard of anyone being charged for a test.

Retesting will be directed by SCPHD for anyone suspected of having come in contact with an infected person, or shows symptoms. The District’s legal counsel has opined that random retesting (or interval testing) without cause is illegal. As a reminder, County Public Health handles all contact tracing and tracking for Siskiyou County.

8. Yellow is encouraged to resume working on campus – what exactly does that mean?

Moving from having not been on campus to working on campus (from Phase Orange to Phase Yellow), we envision “yellow” as a transitional period as people proceed cautiously – at an agreed upon pace between supervisor and employee – to return to working primarily on campus instead of remotely.

Some employees may begin to work at the campus locations a few times a week to begin with. Others may return more rapidly. For employees who have already been working at their campus locations, there would be no change.

In the event the College would have to shift at some point in the future from Phase Green to Phase Yellow, the encouragement to have some staff work on campus may also include encouraging other staff to return to working remotely for a period of time.

9. Daily log of contact tracking is for only hours at work or all day? Is this for staff & students?

Part of the County's attestation for reopening in May was to provide contact tracking and tracing for positive COVID-19 cases. One of the lessons we learned this summer was the importance to self-track people we have come in contact with in case we are contacted by the County tracking potential community spread. Therefore, the log is for all day. It is for all people on campus.

10. We closed the campus when there were 3 active cases in the county. We are now opening the campus with 11-14 active cases, please explain.

In March, we complied with the Governor's "shelter in place" order. We identified "essential personnel" and made arrangements for those who could work remotely to equip those individuals and make that situation temporarily possible. It was never a long-term solution. We also began at that time working on our environmental health and safety protocols to be prepared for reopening when the data demonstrated that was feasible.

When the state and counties sought guidance about reopening, metrics from CDC and the California Public Health Department were utilized. Siskiyou County had to both meet those metrics as well as develop a reopening plan (adopted by the Siskiyou County Board of Supervisors May 5, 2020). Once approved by the state, all outlined data points and metrics that allowed for careful and safe reopening of businesses and services had to be closely monitored. These metrics have included adequate testing, hospital capacity, and contact tracing and tracking. Siskiyou County has maintained the same status since reopening on May 17, 2020. Testing remains available. Hospital capacity remains viable. Contact tracking and tracing has been in operation, and working to contain community spread of the virus.

We remain at this status as a County because the number of active cases AND the positivity rate remain within the thresholds of being open with environmental health and safety protocols in place. The College could have been at a higher phase of operation over a month ago. However, leadership determined it was better to move at a slower pace until we had resources in place. While the number of total confirmed cases in Siskiyou County continues to rise, it is at a modest and – thus far – containable rate. If it ever exceeds both

of these metrics, the situation at the County level changes, and our status as to the District's phase of operations will also change.

11. Is our central air filtration system sufficient to help stop the spread of COVID from office to office or work space to work space?

There are several subset questions to consider here for this issue, just to be thorough and help minimize follow-up questions.

a. Is there any filtering capacity in our ventilation system?

Yes, all units are filtered.

b. If so, how robust is it? Can it prevent circulation of aerosolized infectious virus?

We use a Merv 8 Air Filter. It is recommended to use a Merv 13 for Corona Virus filtration – It is also recommended to not purchase the Merv 13 at quadruple the cost and instead change the Merv 8 more frequently; this is the current protocol used by Facilities and Maintenance at this time.

c. How frequently do we clean and/or replace air filters in the system?

Every 4 months in the past; now, we change them every 3 months.

d. Do we possess any research data on how effective or ineffective COVID-19 transmission is through ventilation systems?

HVAC systems in most non-medical buildings play only a small role in the infectious disease transmission, including COVID-19. The College is following the ASHRAE standard guidelines for building ventilation systems and have increased our ventilation and outside air dampers to 100% in all areas that contain activity through our EMS system.

e. Do our ventilation systems in buildings “compartmentalize” air flow and circulation into sectors? If so, are these sectors mapped?

We have two compartmentalized systems on the Weed campus and one on the Yreka campus. These are located in our newer buildings and we have complete as-builts for the mechanical system. All units have either HEPA filters for chemistry lab filtration or electrostatic filtration for microns.

f. If risk of community spread of COVID-19 exists through our ventilation systems, are there mitigation and/or suppression solutions we can plan for and implement?

Yes, professional duct sanitation. Protocols for this level of sanitation include use of an ozone generator after being vacuumed with a

spinning head brush.

12. Who is responsible for making sure that an employee or student is wearing a mask?

It is everyone's responsibility as a community. If you see it, say something. However, please distinguish from your responsibility to say something, to enforcement of refusal to wear a mask. We are not asking everyone to enforce wearing a mask, but to politely and professionally remind people not wearing a mask that this is the expectation of being a part of this college community. Just like we expect people to wear pants (or something covering yourself) or a shirt, etc. we also – now – expect people to wear a mask when they are not able to physically distance from one another. Inside buildings this would be anywhere outside a designated and physically distanced work area. Outside this would be anywhere you are congregating with others and cannot keep sufficient physical distance from all.

Employees or students with breathing problems or other special needs may seek some reasonable accommodation on a case-by-case basis. Students seeking such accommodation should contact Natalie Bradley in DSPS and provide the necessary documentation. District employees can contact Kelly Groppi in HR for guidance.

What if you say something and the person refuses to comply? First level of intervention is to inform students that continuation of non-compliance will result in student conduct; employees failing to comply are referred to HR for employee discipline. If the individual continues to defy, or the individual is a community member, then ask them to leave or you will be forced to contact local law enforcement.

In classrooms, instructors should ask students to leave or to comply with facial covering requirements; non-compliance starts with a referral to student conduct to perhaps gain compliance, but if that fails then contact local law enforcement.

13. In safe practices section – red comment – don't breathe same air for 8 hours??? What is the appropriate amount of time that we breathe the air in our work space?

In the draft form, this is one area that does not have scientific research backing up this recommendation. This stems from some workers' tendencies to remain at their work station through breaks, lunches, etc. Inside we do have air circulating so realistically this should not be an issue. However, it was placed in the draft as a recommendation to encourage workers from remaining in one location for their entire work period without taking regular breaks. The vast majority of employees do get up and move around during the day; this should be sufficient. This statement was more for the few who do not take breaks or

have lunch away from their work station.

14. If we have been getting our work done at home, and have no student contact, why is there a push for a return to campus?

“Projects take longer. Collaboration is harder. Training new workers (or skilling up continuing workers) is a struggle. This is not going to be sustainable.”

-- Quote from Wall Street Journal Article, *Companies Start to Think Remote Work Isn't So Great After All*, July 24, 2020

No one person's work in a college campus community is an island. We are too small, and too thinly staffed, to believe that working remotely is equivalent to working on campus and interacting on a regular basis with colleagues across the institution. In the WSJ article there was mention that in the fright of the abrupt move from workplace to home, many working from home – who may have been considered “nonessential” – were fearful for their jobs; and that is was this fear that initially motivated workers to maintain efforts from home. The article stated that fear is not a lasting motivator for continued productivity.

That being said, there is really no “push” from the College or District for a return to campus. There is no sense of urgency beyond the approaching start of the academic calendar. Instead, there is a recognition that:

- a) the shift to working remotely was always meant to be temporary, and
- b) the loss of community, productivity, engagement, and/or commitment has been evidenced as inevitable without an eventual return to the work environment at a college campus.

Recent or current telecommuting is the result of the emergency situation surrounding this global pandemic. Therefore, this does not reflect District policy about permanent working conditions. The subject of telecommuting as a work location alternative is for another time and place.

Please be assured that each employee's situation will be assessed and worked out with both the supervisor and the administration to develop a workable timeline for a return to campus. This is one of the prime reasons for a transitional step allowed by our move to Phase Yellow in our College's operations.

15. If the Governor has put California back in a “semi”-closure, why are we returning to campus – not being able to eat inside a restaurant, but let's work in the same office space.

The conditions under which we are operating allow for accommodations to be made that cannot be made in other sectors of society. Siskiyou County is not on the state's ‘County Monitoring List.’ Remaining off this list has enabled several types of businesses to remain open and providing services indoors. The precautions established in the environmental health and safety protocols enables work stations to be staffed as long as behaviors comply with

established standards.

16. What is the point of a symptom checker/temperature check when people can be asymptomatic?

Checking for symptoms and monitoring daily temperature are both seen as best practices in maximizing safety and minimizing risk. It does not 100% guarantee protection from, nor are there any claims that these steps eradicate all risk for, contagion of this or any virus. Even with these protocols in place, the best advice remains the "3 W's":

- 1) Wear a facial covering,
- 2) Watch your distance, and
- 3) Wash your hands frequently.

17. What happens if we decide to not open f2f (face-to-face), do we resume working remote?

If the District changes our course of action from providing various instructional modalities, including f2f instruction, to some alternative remote instruction, the phases of operations outlined in the plan will guide workplace locations. If we are in Phase Green, and offering courses remotely, work location expectations are to be reporting to work locations on campus. If we are in Phase Yellow, employees should be working predominantly on campus. Phase Orange has employees working in shifts on campus with permission (and for some, expectation dependent upon the job functions involved). Phase Red, only essential personnel allowed on campus.

18. A campus list should be created that identifies areas open to the public/students and includes areas restricted to employees. It could also list the designated waiting and study areas for students. This info could be posted on the website and attached to the final email as a separate document.

Good idea. We will pass this along to IMT.

19. Areas that are open to the public and/or students should provide additional information in reopening plans in regard to the possibility of a COVID-19 exposure. This could assist with department closure prevention and contact tracing.

Potential exposure response is part of the IMT's plan for containment and suppression. While some of these protocols are listed in the phases, e.g., for sanitization and cleaning, a separate document regarding the College's response is being developed to go along with the current draft plan which focuses on individual's behaviors depending on the College's current phase of operation. This is a good recommendation for detailing out a response to potential exposure.

20. For high traffic areas, creating a schedule for employees providing in-person services could be helpful. A few things to consider;

possibly rotating as much staff as we can on a daily basis or for smaller areas rotating staff in the office that will assist students.

These are good ideas that should be detailed in departments' reopening plans. Each area should check to make sure what the plan developed by the department says, and recommend ideas like this if they don't already exist.

21. Within the "delivery of services" section, "drop-ins" are the new "walk-in". If students drive to campus without an appointment, they are to report to the TRIO Center for initial assistance. For students that are already on-campus, a ZipWhip number will be identified, they are to text that number and await assistance. (This could fit on the chart if process is approved.)

Sounds like a good idea, and can help streamline the flow of people as we self-monitor and screen. Thank you.

22. Are employees to use Desiree's form as the self-monitoring form effective 8/10/20 until the ProtectWell app is available?

All employees coming to campus to work – regardless of date – should be completing the daily check-in form (we intend to get this form listed in **mySiskiyou** under the "Employee" tab). We do hope to have a mobile app ready for use as soon as possible to "replace" the form for all except those without a smart phone or similar device. We continue to research ProtectWell, but also other mobile applications that can assist the College in monitoring employees' self-monitoring, and the College's screening expectations.

23. Are departments to keep a log of students served in-person with the exception of the cafeteria and lodges?

This may be in department plans. Is this a recommendation? Might be a good check and balance for County contact tracking and tracing if the need arises.

24. Concerns about logistics: a) staggered work schedules, b) physical barrier in the office, c) not being in the same air space for the whole work day, and d) keeping a log.

It is unclear what the concerns about these logistics are. Many of these would be addressed in departmental reopening plans. Air circulation has been addressed in Question 11. Keeping a log was addressed in Questions 9 and 22.

Again, these are all great questions – thoughtful, reflective and honest. The answers were also presented in the same manner. We hope that people will take time to read and reflect on how we can best prepare for reopening.

Additional Guidance – links to more information

Below is relatively new guidance from the state that cover almost everything you might want to know about school reopening – at least for K-12. However, we

believe that guidance for higher education, which is still forthcoming, will be similar.

Only K-12 schools in non-watch listed counties will be allowed to open. There are criteria for when to close. Facemasks, face shields, protecting teachers, co-horting, etc.

General Guidance Page:

<https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/Guidance.aspx>

School Guidance Document:

<https://www.cdph.ca.gov/Programs/CID/DCDC/CDPH%20Document%20Library/COVID-19/Schools%20Reopening%20Recommendations.pdf>

Schools pdf is now live:

<https://files.covid19.ca.gov/pdf/guidance-schools.pdf>

Industry guidance page is live:

<https://covid19.ca.gov/industry-guidance/#top>

Childcare also live:

<https://files.covid19.ca.gov/pdf/guidance-childcare--en.pdf>

Day camps:

<https://files.covid19.ca.gov/pdf/guidance-daycamps.pdf>

Education page with QAs:

<https://covid19.ca.gov/education/>

We will keep monitoring and assessing current situation and trends, and keep the campus community informed to the best of our ability as to how what we all hear, see, and read is translating into working and serving our students. Thank you all for your hard work.