



REOPENING TASKFORCE STEERING COMMITTEE

Summary Notes - DRAFT

March 25, 2021

Meeting

ATTENDANCE (A = absent):

	Marlene Drinkwine		Diana Ogimachi		Melissa Infusino
	CC Sadler		Brent Gilmore		Josh Castellanos
	Erin Murphy		Moises Gutierrez		Sundee Dominguez
	Gene Durand		Curtis Williams		Bill Husak
	Jeri Florence		Jennifer Ramos		Stacey Toda
	Kathy Scott		Kristin Olson		Maria Ek Ewell
	Meghan Beckman		Javier Villasenor		LaTonyua Harden
	Nohel Corral		Robert Remeta		Tara Hardee Teodoro
	Robert Carman		Melody Stockwell		Heather Van Volkinburg
	Ryan Carroll		Emily Barrerra in for Paul Creason		Melody Stockwell
	Walter Johnson		Bob Rapoza		Officer Stinson

NOTE TAKER: Shonda Jones

***Meeting held via ConferZoom**

1. Welcome (Dr. Nohel Corral)

- Dr. Corral welcomed the group and reminded everyone that all materials and resource documents regarding the Reopening Taskforce Steering Committee (RTSC) can be found in the shared drive. ([Reopening Documents in Shared Drive](#))

2. Updates (Dr. Corral)

- Erin Murphy reviewed the California Department of Health Guideline Summary (CA DPH Guideline Summary) document with the group, which is also in the shared drive.
 - LBCC is currently in compliance with CA Health Guidelines for city, county and state.
 - Color-coded tier system used by the State guides L.A. County and City of Long Beach (COLB) development and implementation of health orders.
 - The physical distancing of at least 6 feet apart with face coverings and other safety protocols are required for all tiers. Physical distancing is to be prioritized over room capacity.
 - Some of the categories addressed in the Guidelines include:
 - Lectures
 - Modified Layouts
 - Physical Barriers & Guides
 - Communal Spaces
 - Gyms, Pools, & Fitness Facilities
- Erin Murphy encouraged the group to review local health orders for more specific information on allowances and restrictions.
- The City of Long Beach is unique in that it has its own health authority.
- Dr. Corral noted meeting attended by ISP Munoz and VPs with Dr. Anissa Davis, COLB Health Officer, where they received specific information about Long Beach to ensure that LBCC stays within health ordered guidelines for both L.A. County and the City of Long Beach.
- COLB guidelines are similar to those referenced in CA DPH Guideline Summary since the city is following State guidelines as well.

- The meeting with the COLB as well as feedback from the first Reopening Task Force Meeting helped to identify the areas referenced in the 3/24/21 campus communication as those that will be prioritized to reopen at some point after Spring Break, during the Spring 2021 semester. Those areas include:
 - Libraries
 - Computer Labs/Quiet Study Spaces
 - Test/Proctoring
 - Athletics Conditioning
 - Limited Performing Arts
 - Outdoor Study Spaces
 - Limited Student Services and Cashier's Office
 - Access to offices by employees
- Dr. Corral opened up the floor for questions:
 - Moises Gutierrez asked how changes will be delineated within the plans? Dr. Corral suggested that discussion on the next topic, Plans for Fall 2021/Spring 2022, might provide more info.

Plans for Fall 21/Spring 2022

- LBCC is planning for 30-35% scheduled in-person classes.
- Communication with Academic Affairs and Academic units will be required to determine which courses to prioritize.
- Many considerations: space, turn-over re: cleaning, use of outdoor spacing, social distancing – which may be reduced to 3 feet, per State, etc will affect how many students we are able to support in any given area or class.
- Details for planning for best - and worst - case scenarios will come from sub-groups that work in individual areas. The Taskforce will heavily rely on sub-committees for guidance and feedback as to what is appropriate and safe within the guidelines of our local health authority.
- Per Dr. Kathy Scott, it's easier to roll back or pull back on the schedule than to scale up after a cap has been set. The schedule will need numerous notes that speak to the various options should COVID cases begin to rise again. Dr. Corral stressed the necessity of flexibility within the plans.
- Per Jeri Florence, due diligence must be done to ensure that everyone is aware of the location of information so that, if there is pushback, we are able to show where the information is located and when it was disseminated.
- Per Diana Ogimachi., an ASB student rep. emphasized that two major concerns for students are consistency (they do NOT want to go back and forth as it relates to modality/service delivery of classes) and Transportation (how will students get to the locations.)
- Walter Johnson noted that his team has been meeting with Erin Murphy and BMT to discuss the parameters of social distancing. His team is continuing to design spaces to maximum 6 ft. protocols, but advised that there is a built-in component that can scale back to 3 ft., if necessary.

3. Reopening Priorities (Dr. Corral/Erin Murphy)

Dr. Corral asked Erin Murphy to share the DRAFT Proposed Subcommittees List (see Reopening documents link) with the group, which is in the shared drive. Erin highlighted the following:

- For the past year we have been operating successfully in the purple tier in the following areas.
 - Essential Labs
 - CDCs
 - On-Campus Event Requests (distributions)
- Along with the areas referenced in the CA DPH Summary, we would also like to prioritize:
 - Science Labs
 - Kinesiology activity classes (outdoor)
 - Infrastructure/Operations
- Erin reviewed priorities with the group and showed names of those in subcommittees
- Dr. Corral suggested, via Dr. Scott's request, an organizational structure of COVID Reopening committees which include the Reopening Task Force, COVID Group and COVID Instructional Group so that everyone is aware of the various groups and functions.
- Dr. Scott asked if American Rescue Act funds can be used to cover parking fees instead of charging students at this time. Jeri and Bob Rapoza also mentioned that ASB card fees, Health fees, and employee parking permits need to be considered as well. Bob also noted that
 - EV Chargers will be opened after spring break
 - Employees can use old 2019 pass for now
 - There will be a need to recoup parking fees since this is how student workers who monitor the lots are paid.
- Robert Remeta asked if parking permits have to be issued (even if we do not charge) so as not to have an inundation of people trying to use the parking structures for other things considering that we now offer wi-fi.
- Dr. Corral asked if there are outlets for students to utilize in/near outdoor spaces
 - Walter stressed that the infrastructure component for outdoor spaces is critical. Once outdoor spaces are determined in terms of square footage and seating arrangements, we will then need to determine infrastructure requirements. Will there be a portable unit used or will it be hardwired from a nearby facility, etc.?
 - The parking structure will be listed under the Computer Lab/Quiet Study Spaces area since Paul Creason is the lead on the parking structure wi-fi and there may be other areas that will be set up similarly.
- Per Walter, from a custodial standpoint will a cleaning timeframe be needed to sanitize those areas? If so, the window between activities needs to be determined (for both campuses) to properly maintain and sanitize the areas. There is currently a 30-minute window between CTE Essential Labs on both campuses. However, once more in-person classes begin we may need to deploy multiple teams or have a larger window to ensure proper sanitization. Dr. Corral added that Federal dollars may be used to bring in additional, temporary support to help with monitoring and turn-over of spaces.

- Jeri asked how to facilitate or plan how many people will need to use a particular space? Will there be a rotation? Etc. She also added that signage on website and at buildings will be crucial.
- Diana said that as capacity increases, it also increases the possibility of spread. Need to consider that due to various high-stakes reasons there may be those who do not tell the truth on the health screenings. Dr. Corral said we need to be strict on guidelines.
- Walter noted that he met with Erin and Bob and reviewed the department plans which included a facilities component for custodial services. Cleaning kits will be provided with necessary materials to sanitize during day then facilities will do their normal nightly cleaning and sanitization. The kits also include instructions on how to replenish supplies.
- Moises G. asked about plans for sanitizing air either in specific classrooms or classrooms that have shared HVAC systems. *(see summary notes from 3/5/21 in shared drive for a detailed answer to this question.)*
- Jeri asked, do we need to distance in parking structure as well? Per Walter, yes it will.
- Per Erin depending on the class, there are instructional technicians in the lab spaces with the instructors (i.e. Culinary class has staff to support the instructor to do sanitization to support class operation.)
- Walter mentioned that once PPE is provided we need to impress upon everyone that it is to be used accordingly, but not overused as PPE is a limited item both nationally and internationally. He suggested having someone assigned to monitor the PPE.
- Bob advised the group that we are held under HIPAA requirements to notify. There is a contact tracing protocol that we follow and to date have not had a case of community spread. However, we can not notify faculty of a student who has not passed a health screening or is COVID positive as it is a HIPAA violation. Only those determined to be in close contact and may face possible infection can be contacted.
- Heather V. will send out student survey through canvas early next week. Once responses are received, she will bring the information back to leadership who will then share it with the group. The survey will cover:
 - Thoughts about opening in fall
 - Perceived barriers to coming onsite
 - Resources to be available to them
 - Synchronous or asynchronous preference
 - Request for feedback
- Dr. Corral suggested that since the BOT student trustee mentioned that he has already developed questions to survey the student body around this topic that we connect with him so as to align our efforts for a more efficient and targeted outcome.

4 . Role of Task Force Steering Committee members (Dr. Corral)

- Planning will come from subcommittees and then feed to the Reopening Task Force Steering Committee so that we may disseminate information and identify members to be a part of the smaller subgroups in order to have adequate representation. If there are additional persons that

should be added to the groups or other considerations, please feel free to email Dr. Corral, VP Drinkwine or Erin Murphy.

- Once subcommittee members develop plans, the steering committee will review plans from a more holistic level and ask questions as there may be competing priorities.

5. Subcommittees:

- Subcommittees will report out at each weekly meeting

6. Next Steps/Other

- Future Meetings:
 - Our next meeting, we will begin with a Sanitization protocol update. VP Drinkwine indicated she will work with the team and try to have information for the next meeting.
 - Walter asked that plans go through subcommittees (to leads or Erin) and not directly to facilities – and not to individual members.
 - Schedule meetings for 1.5hrs., if possible
 - Timeline: Is there a timeline? Dr. Corral says there is flexibility in the timeline. We can shoot for a date, but need to be flexible in order to adapt.
 - Robert Remeta asked services/in-person instruction resumes, how will the communication issue be addressed considering the difficulty of hearing/understanding someone when they are wearing a mask AND there is plexiglass? VP Corral noted one solution that has come up has been clear masks and that there are still many things to be considered around this topic.

The meeting adjourned at 10:01AM

Next Meeting: April 1, 2021