



COMMUNITY COLLEGE  
OF RHODE ISLAND

**Governance**

**GOVERNANCE COMMITTEE MEETING MINUTES**

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**Committee Name:** Health and Safety

**Date of Agenda Posting:** September 2, 2021

**Meeting Date:** 9/3/2021

**Meeting Start Time:** 11:05AM

**Meeting Location:** WebEx

**Meeting Secretary:** Jo-Ann Albro

**Member Attendance:**

Margaret Quillin, Tara Swift, Amy Kemp, Michael McNally, Annmarie McMahon, Joseph Hopkins, Mary Parrillo, David Snow, Jo-Ann Albro, Julie Galleshaw, Dina Levitre, Kristen Swithers, Daniel Petrin, Beatrice McGeoch, Carol Marzilli, Helen Ducharme, and Angela Marshall

**Guest Attendance:**

Dorian Boardman, JoAnn Guzeika, and Sandra Luzzi Sneesby

**MINUTES**

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**Item 1: Health and Safety Committee Chair Person**

**Action Item:** Yes

Julie Galleshaw stated she used to Chair the student advisory committee. Julie said she would step up as being an acting Chair for the Health and Safety Committee. If someone, else steps up later or someone would like to be Co-Chair so there not so much work on one particular person we could look into a Co-Chairs.

Beatrice McGeoch made a motion to move forward with Julie Galleshaw as the Acting Chair of the Health and Safety Committee.

Margaret Quillin seconded the motion.

13 committee members approved the vote, 0 disapproved and 0 abstained

**Item 2: Approval of minutes from May 7, 2021 Health and Safety**

**Action Item:** Yes

Julie Galleshaw made a motion to approve the minutes.

Joseph Hopkins seconded the motion.

9 committee members approved the vote, 0 disapproved and 7 abstained.

\*\*The only members that voted were members at the May meeting. All new Health and Safety members abstained.

- **Item 3: Updates from Dorian Board, Emergency Manager and JoAnn Guzeika, Compliance Ambassador Supervisor**

The college opened up on Wednesday with a new flow pattern for traffic in order for faculty, staff, and students to enter the building. We tried to have faculty and staff receive their stickers beforehand. They could come through as a fast pass at all four campuses. There were two lanes the fast pass lane for those who had submitted their vaccination card previously and already had the sticker, and the other lane was for individuals who had a negative test within 72 hours or got tested. Individuals were not let into campus without either proof of vaccination, negative test within 72 hours, or taking a COVID test. Non-students get screening that means you get your temperature checked and you answer COVID 19 questions. Anyone that had a temperature over 100 degrees or more was turned away. Due to some hot days, there have been individuals whose temperature was 100 or higher. They were told to sit for a few minutes and then get rechecked. CCRI was working with a vendor called Purple Shields, but are no longer working with them and are now working with ACCU Reference Medical Lab. They are able to do the testing on site and process their own test. The lab also provides CCRI with the staff that is needed to maintain the entrances for check-ins. At all four campuses, the lab has a force at the door to make sure that screening is done properly. Mask wearing has been a bit of an issue for people however, it is not negotiable. Everyone must wear their mask covering their face, their nose and mouth the entire time on campus, regardless of who you are. There are no exceptions to mask wearing. On the first day faculty were notified to give students time to be tested or check-in. Students were told to come 90 minutes in advance.

Margaret Quillin shared that in each classroom there are a spray bottle and paper towels, but no one was using them. Margaret said she did not hear that instructors were advising their students to clean their area before or after class. In addition, the capacity of the amount of students in a classroom was surprising. Desks were so close together. Margaret questioned, Are we still doing the 3 feet distance in between? JoAnn Guzeika stated, protocols do not require 3 feet of social distancing. Dorian Boardman confirmed, that cleaning is supposed to be done after every use. David Snow stated, we need to somehow get the message to the students that the cleaning supplies are there and must be used before/after each use. Wipes will be in each classroom as well. We may have to come up with signage to have displayed in each classroom that says to make sure you clean your desk area. David was going to make sure that message is passed along to Vice President Ogden and the team, because we do want desk cleaning to happen. David Snow shared, RIDOH dropped the mandated social distancing criteria, which used to be 6 feet, and then it was down to 3 feet. Now we are following the recommendation that you use common sense. Everyone is required to be vaccinated, show proof of a negative test, and wear a mask. If you are not vaccinated, they have to set protocols and be tested and be quarantined or isolated for whatever that time is.

Margaret also questioned if the capacity of each room could be posted on the door. David snow said, I am not going to say no, but in terms of doing it right away, this would need to be confirmed with what the registrar's office currently is using for the capacity limits. This is something we could consider doing, but I don't want to right now because of everything else that is going on.

Beatrice McGeoch questioned, will there be a change with vaccination requirements? Dorian Boardman confirmed, we are waiting on further guidance regarding a change in vaccination

requirements. The University of Rhode Island has moved forward requiring full-time faculty be fully vaccinated.

Beatrice McGeoch expressed, working on the workforce side, non-credit classes have been challenging getting those students on and off campuses. Some of the classes that are offered are two week classes, not enrolled in banner, that students may not have an ID, and may need more support getting on campus. JoAnn Guzioka confirmed, this is something that will be addressed and what the definition of a visitor is at CCRI. JoAnn Guzioka shared an example of CNA students coming into Lincoln, some had an ID because they are taking credit-bearing courses and other student did not have an ID because they were taking the CNA course. JoAnn said she would be in contact with Beatrice McGeoch to make sure that all the bases are being covered. David Snow expressed, we are going to keep the building as safe as possible. Students that are in a non-credit program can show proof of vaccination, get tested within 72 hours, or get tested on campuses. If it is a one-day program, the student will be screened like any other visitor.

### **Item 3: Threat Assessment update from Captain Joseph Hopkins**

On August 6<sup>th</sup> we had our annual emergency response exercise. Everything went well, according to plan. We did note some system failures and some technical issues included in our after action review and we addressed them. Several of those system mishaps during the exercises and corrected all other issues except our end goal. Our end goal is to have interoperability between all the camera systems on every campus. We have CCTV at every campus. The systems are not at this point at interoperable. Which means that each campus cannot currently see what is going on at other campuses. Important members of this institution, who need to see something going on, might not be able to see it. The action to work towards our end goal has been moved forward to all department directors that were involved and Vice President Ogden. Julie Galleshaw questioned, if this report was posted anywhere. Joseph Hopkins said, it has not been posted. He would check to see if he could share it with the committee.

In January, we will be moving on the triannual risk assessment that is done every three years for the college campuses as a whole. This will be bought up again during a Health and Safety Committee meeting. As this committee has a certain role to play in the input and review of the risk assessment. Julie Galleshaw questioned, do you have a subcommittee that pulls people from the college that works with you on that? Joseph Hopkins said, this is the first risk assessment that he has been here for. The risk assessment will deal with physical safety concerns of the campuses after a review of the past 3 years. Traffic accidents, traffic concerns, crime, and physical security issues have come up. This would go on to the Dean of Students to see what issues they have seen over the last 3 years with student behavior concerns. As well, as the legal department. Concerning a civil liability slipping falls accident now, areas of liability. David Snow and Michael Cunningham are some of the key players that assist with this report. Joseph Hopkins would check to see if there is a sub-committee and how that works.

Lastly, we are working on the annual security report. There are no issues to be seen there. The report will be submitted on time and release.

#### **Item 4: Public Safety/Security update from Captain Joseph Hopkins**

We have had a few issues with the Carrie systems with the doors. Over a year and a half ago we found the best option was to default them all to closed and locked. We have enough staff so things are going smoothly. Campus Security has been working with Dorian in the corporate screening effort, and we are doing our part to get the message out on a 1 to 1 basis with students and faculty.

#### **Item 5: Facilities update David Snow, Interim Director Physical Plant**

Physical plant has been replacing the AED equipment at each campus. It was 5 years ago that this committee recommended getting new AED throughout each campus. That was done and we added close to 15 or 20 more and are replacing some other antiquated ones. This will be an ongoing process.

David Snow encouraged everyone if they see any problem to send Physical Plant an email or put in a work order. That way they can address it as quickly as possible. COVID has added additional concerns. We still need to be aware of classroom set-up issues, outside the building grounds issues, and parking issues. Physical Plant cannot address an issues if they don't know about it.

Margaret Quillin questioned when would the broken window at the Knight Campus be fixed that is located on the ramp. David Snow said it has not been replaced as of yet because we have a 3<sup>rd</sup> party engineering company that has to come in and evaluate why the window broke. There are 74 windows in the new ramp, the run close to \$20,000 each. Before we replace the window, we are trying to understand if there is a problem with the design of the window or if it was a manufacturing glitch. We have currently secured the window and it will be replaced probably within the next couple of months or sooner.

Beatrice McGeoch questioned if the pool at the Lincoln campus is open at this time. David Snow stated, it is not currently opened. Most of the facilities and the field house are only open right now for classes. The concept of how we will manage the pool due to COVID has been discussed. We have to get lifeguards back on duty and we would have to look at the lock rooms.

#### **Item 6: For the Good of the College**

Julie Galleshaw provided in the spring semester the respiratory protection plan. This was given to Dean Carr from the HARS department, she currently has the draft. It is still with Dean Carr and has not moved forward. Julie Galleshaw has reached out to David Snow, he was able to review the draft and give recommendations and feedback.

#### **Item 7: Next Meeting**

Will be held via WebEx October 1<sup>st</sup> at 11:00AM.

Julie Galleshaw made the motion to move forward with having Health and Safety meetings virtually.

Annmarie McMahon seconded the motion.

13 committee members approved the vote, 0 disapproved and 0 abstained

Helen Ducharme made a motion to adjourn the Health and Safety meeting  
Margaret Quillin seconded the motion.  
13 committee members approved the vote, 0 disapproved and 0 abstained  
Meeting ended: 11:59AM