

Pandemic Response Team

July 29, 2020

Zoom

9:00 a.m.

Attendees:

Dr. George Pimentel, President
Dr. Larry Bailey, Vice President of Academic Affairs
Steve Cornelison, Director of Athletics
Patrick Davis, Dean of Academic Support
Tim Dellinger, Vice President of Financial and Administrative Affairs
Meda Falls, Director of Savannah Center
Heather Freeman, Administrative Assistant to the President
Jessica Gelinas, Classified Council Chair
Janiah Kyle, SGA Representative
Robin Marek, Interim Vice President of Student Services
Shannon Mayo, Director of Paris Site
John McCommon, Director of Public Relations and Marketing
Linda Nickell, Dean of Students
Dr. Tom Pigg, Dean of Health Sciences and CIT
Lisa Rojas, Director of Humboldt Center
Will Shull, Professional Technical Council Chair
Dr. Bobby Smith, Vice President of Institutional Effectiveness and Advancement
Sandy Stanfill, Director of Lexington Center
Candyce Sweet, Faculty Council Chair
Preston Turner, Director of Physical Plant
Amy West, Director of Human Resources
Dr. Leslie West Sands, Dean of Nursing

Absent:

Shane Young, Chief of Police

Welcome:

Dr. Pimentel began the meeting at 9:02 a.m.

Update:

- **New Members**
Dr. Leslie West Sands and Linda Nickell have joined the team.
If we are missing others that should be included on this team, please let the President's Office know.
- **TBR Report for 7/22/2020:**
 - On campus headcounts from Thursday, July 16-Wednesday, July 22. These are unduplicated headcounts taken from the Covid-19 screening check-ins.
 - On campus headcount of Faculty and Staff: 146

- On campus headcount of Students: 62
- Total number of Faculty and Staff:246
- Total number of Students enrolled this week:1063
- Active Covid-19 cases among faculty and staff: 1
- Recovered Covid-19 cases among faculty and staff: 0
- Active Covid-19 cases students: 2
- Recovered Covid-19 cases for students:1
- Active Covid-19 cases for contractors or students in workforce development training: 1
- Recovered Covid-19 cases for contractors or student in workforce development training: 0

Discussion:

- **Training**

We want to provide everyone with as much training as possible for the fall semester as soon as possible. This is primarily for academic areas, but impacts all staff as well.

- **JSCC Reopening Plan**

A few have provided edits to the draft reopening plan shared. The edits will be noted in a tracking document that we hope to share at the next Pandemic Team meeting, so a final version can be adopted.

The team discussed our current operational level. The team agreed that we are at level 2 as identified on the plan. Once the plan is edited and adopted, we will communicate the plan to campus and follow the guidelines set in the plan.

- **Appointment System/Screening System**

The team discussed concerns around losing students at the gate due to not having an appointment and completed screening form. Once we have a temperature screening device at jHub, we will move forward with a communication campaign that we are open. Officers will not restrict campus access, but direct those without an appointment to jHub. Those working jHub will keep a log of walkins that includes:

- student J number and/or name
- phone number/e-mail
- temperature
- office visited

A poster will be placed on the doors of buildings as a reminder to wear a mask and complete the Covid-19 screening questions. A QR code will be on the poster for scanning directly to the screening questions.

The drop down options for appointments was also discussed. A few team members will work on ideas for better options to get students to the correct offices.

- **Recording of Administrative Leave**

As employees are sent home for exposure and they are unable to work from home, we need to record those hours as time lost and recoup from CARES Act funds. HR is working to set up an earning's code. There is a box on W2s that reports this information from a regulatory standpoint. Those placed on administrative leave would still be paid.

- **Notification of Communicable Disease Document**

We are still reviewing and updating the notification of communicable disease document based on team feedback. Until the document is officially adopted, an e-mail distribution group for Covid-19 notification will be created to include, the President's Office, Vice President of Academic Affairs, Vice President of Student Services, Human Resources, Physical Plant, Campus Police, and Public Relations. All exposures and positive cases for faculty, staff, student, and guest should be sent to that group.

We are not sharing information beyond the information that the individual is exposed and quarantined along with dates of exposure, symptoms and last on campus. Individuals receiving are need to know people. We will not give names publicly.

We need to develop clear notification policy/guidelines for students and employees to report their exposure or positive test results.

Action:

- **Adopt Tennessee Department of Health one page document on release from quarantine and isolation.**

A motion was made by Amy West and seconded by Dr. Larry Bailey to adopt the Tennessee Department of Health (TDH) one page document on release from quarantine and isolation. A vote was taken with no opposed. The motion carried. The TDH document is attached.



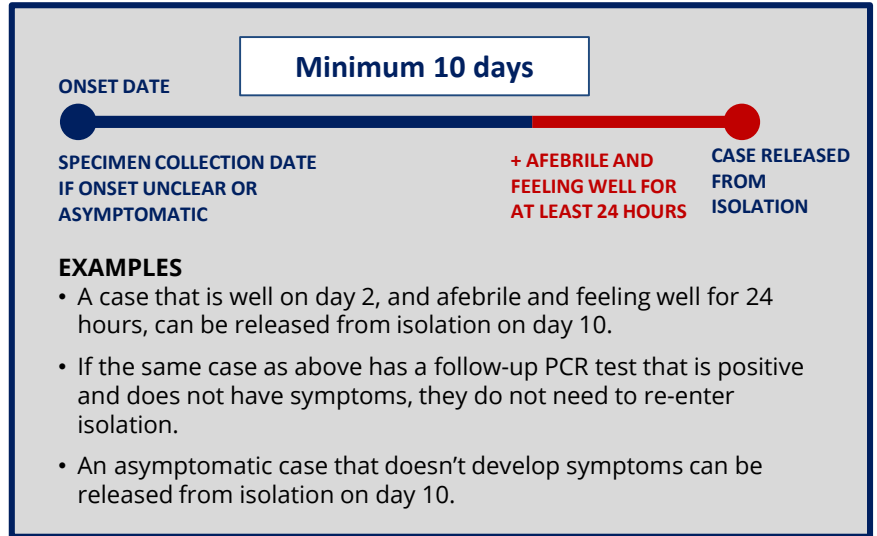
CASES

Must be isolated for a minimum of 10 days after onset and can be released after afebrile and feeling well (without fever-reducing medication) for at least 24 hours.

Asymptomatic cases must be isolated for 10 days after their specimen collection date.

Note: If a follow-up PCR test is positive, cases do not need to re-enter isolation as long as they have completed the minimum 10 day isolation and had symptom resolution for a minimum of 24 hours.

Note: Lingering cough should not prevent a case from being released from isolation.



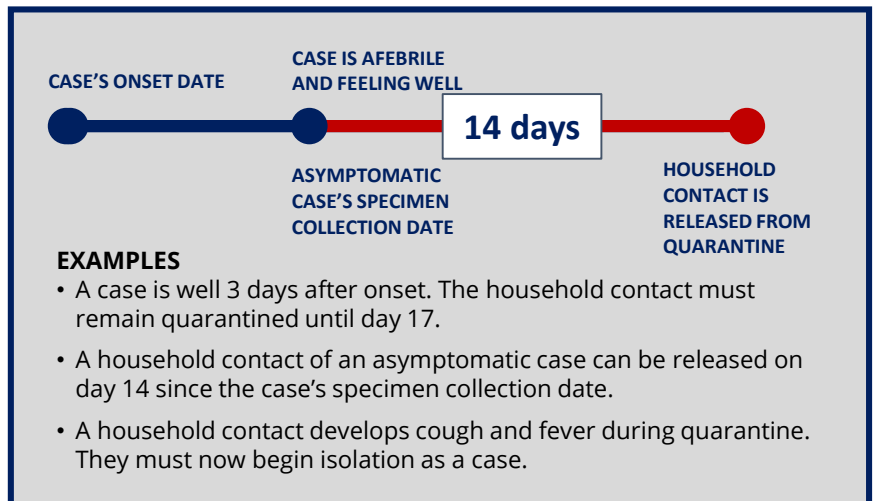
HOUSEHOLD CONTACTS

Must be quarantined for 14 days after the case has been afebrile and feeling well (because exposure is considered ongoing within the house).

If a household contact develops compatible symptoms, they become a case. They should begin isolation and consider getting tested.

If the case is asymptomatic, the household contact must quarantine for 14 days after the case's specimen collection date.

Note: Household contacts may need to remain at home longer than the initial case.



NON-HOUSEHOLD CONTACTS

Must be quarantined for 14 days from the date of last contact with the case while the case was ill.

