



March 4, 2020

BOARD OF TRUSTEES

Dear Students, Faculty and Staff:

OSCAR VALLADARES  
PRESIDENT

In recent weeks, we have experienced growing concern about the spread of the Coronavirus (COVID-19). While there have been no reported cases at the College or Educational Centers, the District would like to keep you current on the latest information.

ROSAELVA LOMELI  
VICE PRESIDENT

VICKY SANTANA  
CLERK

As a District, we encourage all in our community to remain calm, but vigilant in taking precautions to prevent the spread of any virus. Preventative actions to take that will help-prevent the spread of the Coronavirus include:

NORMA EDITH GARCÍA  
MEMBER

- If you are sick, stay home and seek medical attention;
- Limit close contact with people who are sick;
- Wash your hands with soap and warm water for at least 20 seconds, especially after using the bathroom, before eating, and after blowing your nose, coughing or sneezing;
- Avoid touching your eyes, nose, or mouth with unwashed hands;
- Cover your cough or sneeze, preferably with the inside of your elbow or a tissue;
- Frequently clean and disinfect your desk or other frequently touched surfaces such as doorknobs, light fixtures, or table tops.

GARY MENDEZ  
MEMBER

If you develop flu-like symptoms, such as a fever, cough, sore throat or experience difficulty breathing, please immediately seek medical attention. Prior to visiting your health care provider, call to provide advance notice of your condition.

DR. ARTURO REYES  
SUPERINTENDENT/PRESIDENT

A guide from the Los Angeles County Department of Public Health is attached. The guide addresses the particular needs of colleges and universities. Please take the time to read and educate yourself on the particulars of the Coronavirus and precautions that you can take to avoid infection or spread of the virus. The guide also provides helpful links that provide additional information that will be useful to our community.

At this time the District encourages the community to remain understanding and supportive of one another. Remaining educated and using common sense are the best ways to remain healthy and address this situation.

Students who are experiencing fear or anxiety are encouraged to make an appointment with our Student Health & Psychological Services by calling (562) 908-3438.

Respectfully,

Shawn D. Smith, MBA, SPHR, SHRM-SCP  
*Executive Director of Human Resources*