



SUPERINTENDENT/PRESIDENT'S OFFICE

Dear Classified Colleagues,

August 6, 2021

This is an email regarding our Classified staff's mandatory return to campus plan, effective on August 9, 2021.

The District is committed to maintaining a safe environment for everyone while providing the needed services to our students as the fall semester begins with a portion of on-ground classes. This is intended as a gradual return to campus, with a mandatory full return in the spring semester, on January 3, 2022.

In listening to the discussions, conversations and agreed upon negotiations with CSEA this summer, the District is implementing the following for our Classified employees:

- **Return to Campus**
 - All classified staff will return to campus of up to three days a week, with the exception of essential staff, beginning August 9, 2021.

- **Vaccination Status**
 - *The District will maintain records of unit member's vaccination status as required by Cal/OSHA. The District will keep all records of vaccination in a limited access file accessible only by those responsible for verifying status and enforcing vaccination or mask wear. Acceptable proof of vaccination status includes a vaccine card, a verifying QR code from myvaccinerecord.cdph.ca.gov, or self-attestation on District forms. If a unit member declines to provide proof of vaccination status prior to the six-week deadline for mandatory vaccination, the District will treat the unit member as unvaccinated. Effective six (6) weeks from the date of this agreement (this provides time for unit members to receive their 1st and 2nd [if applicable] dose of approved vaccination), unit members are required to submit-acceptable proof of vaccination status as outlined above. Unit members who have already reported on-site shall furnish an acceptable form of proof of vaccination following the ratification of this agreement, or shall be considered to be "unvaccinated" by the District and considered to be insubordinate. However, the District will comply with all required exemptions to vaccination mandates for unit members with legitimate Medical or Religious objections to the vaccine, and will enter into the Americans with Disabilities Act (ADA) accommodations process for any such unit member upon request.*

- **Exposure at Work/COVID-19 Testing**

Additionally, the District will allow unit members who are eligible to take leave under California Senate Bill 95 through September 30, 2021, or as extended by law, for the following added reason:

 - *The covered employee has been identified as a "close contact" to a confirmed case of COVID-19 in the workplace and is seeking a COVID-19 test, regardless of vaccination*

status; OR, the employee is displaying a symptom associated with COVID-19 and is seeking a COVID-19 test, regardless of vaccination status.

Please note some additional information and logistics around this return to work date:

- Since there has not been regular activity at your work area, if you find anything is not working properly, please work with your supervisor to reach out to IT or the appropriate support area, to ensure that all systems can be up and running to perform your work and best serve our students.
- When you return to campus on August 9, please remember that all COVID-19 safety protocols remain in place. While on campus, masks must be worn both indoors and outdoors when in the presence of others. All individuals must fill out the personal health screening tool (once this system is available an announcement will be provided) prior to arriving on campus. When interacting with others, social distancing of 6 feet must remain in place.
- All visitors, vendors, and other non-bargaining unit persons on District sites/campuses, when in close proximity to campus personnel, defined as six feet or less, shall be required to wear masks at all times.
- The District will post conspicuous signage around sites/campuses, and at all points of entry outlining these conditions for any persons entering the District.

You may also be aware that the State of California, the California State University and the University of California systems have put into place vaccine mandates. Our Chancellor's Office has also urged that California Community Colleges mandate vaccinations. On this topic and through much conversation and consultation with the campus constituency leaders, RHC has made the decision to align with the Chancellor's Office's recommendation, in order to create the healthiest and safest environment possible.

RHC is still in the planning stages of developing a vaccination verification/weekly testing protocols. We will send additional information once they are confirmed.

As we move forward to reopen the campus, we would like to take this opportunity to provide you with some additional information.

The new Health Order issued by the Los Angeles County Department of Health on July 17, 2021 states **all individuals must use facial coverings in indoor public setting regardless of vaccination status**. Although this Order does not require face coverings outdoors, RHC elects to follow the highest safety protocols and face coverings are required when outdoors when in the presence of others as well.

Accordingly, all individuals must wear a mask, indoors and outdoors when in the presence of others, while on campus, regardless of vaccine status, on August 9th. Please continue to be informed that RHC continues to practice 6 feet of physical distancing for vaccinated and unvaccinated persons while indoors.

There are a few exceptions to wearing face coverings indoors for unvaccinated persons including:

- When eating and drinking
- When an accommodation is required
- When job duties make a face covering infeasible or create a hazard

Current procedures require that RHC maintain contact tracing for all active employee cases, regardless of vaccination status. Thus, these practices will remain unchanged.

The College continues to make available masks and sanitizer. Please work with your department to contact the following individual to request either of these resources: Mario Gaspar (Director of Facilities, at mgaspar@riohondo.edu) or George Lopez (Facilities Operations Manager, at glopez@riohondo.edu). The custodial team will continue to participate in cleaning/disinfecting practices to help ensure a healthy and safe environment for all.

General reminders:

- Stay home if you are sick with a cough, shortness of breath, difficulty breathing, fever or chills or if you are currently under quarantine or isolation.
- Be considerate and keep your distance (about 2 arms lengths) from others.
- Avoid touching your eyes, nose, or mouth.
- Cover your mouth and nose when you sneeze or cough.
- Wash your hands often with soap and water for at least 20 seconds.
- Clean your hands with soap and water or use hand sanitizer after contact with frequently touched surfaces.

Steps for Handwashing:

Stop the spread of germs.

1. Wet your hands with water.
2. Lather up with soap. Soap gets rid of the oil that helps germs stick to your hands.
3. Rub and scrub your hands together for at least 20 seconds. Strongly rub and scrub your wrists, palms, between fingers, under your nails, and the backs of your hands. The soap and scrubbing action loosens the germs off your hands.
4. Rinse your hands thoroughly with warm (when available), running water.
5. Dry your hands completely with a clean towel or paper towel. Use the towel to turn off the faucet when you're finished drying your hands. Throw the paper towel away.

If soap and water aren't available, use an alcohol-based hand sanitizer. Alcohol-based hand sanitizers can usually be found as a gel or wipes. Make sure the product is at least 60 percent alcohol. To use an alcohol-based hand sanitizer:

- Rub the gel or wipe all over both hands.
- Rub hands together for 20 seconds until they feel dry.

Thank you for your continued service to our students. While this is a difficult time, our collaborative efforts to keep our campus community safe and healthy has been exemplified with your dedication for our students' success.

Sincerely,



Teresa Dreyfuss
Superintendent/President



Sandra Hernandez
President CSEA Chapter