



Reopening Discussion

Board of Trustees Retreat

January 13, 2021

Assumptions

The objective is to assure a safe and measured transition back to in-person instruction to protect the health and safety of students, faculty, staff, and campus visitors. Below are assumptions related to implementing operational measures to protect the campus communities.

- Summer 2021 and Fall 2021 full restoration of operations
- State of California's Blueprint – 4 tier phased transition criteria based on conditions including epidemiologic trends
- Implement institutional and personal health safety best practices/protocols.
- Students are willing to come back to campus (???)
- Enact health safety changes in physical spaces.
- Engage our stakeholders with consistent, compelling and timely communication and clear guidance.
- COVID and CARES Act funding exhausted substantially by June 30, 2021

COVID-19 INDUSTRY GUIDANCE: Institutions of Higher Education



September 30, 2020

covid19.ca.gov

Widespread (purple):

- Closed for indoor lectures and student gatherings
- Some courses conducted in certain indoor settings, like labs and studio arts, may be open

Substantial (red):

- Capacity for indoor lectures and student gatherings must be limited to 25% or 100 people, whichever is less
- Some courses conducted in certain indoor settings, like labs and studio arts, may be open at regular capacity
- Conduct student activities virtually when possible

Moderate (orange):

- Capacity for indoor lectures and student gatherings must be limited to 50% or 200 people, whichever is less
- Some courses conducted in certain indoor settings, like labs and studio arts, may be open at regular capacity
- Conduct student activities virtually when possible

Minimal (yellow):

- Capacity for indoor lectures and student gatherings must be limited to 50%
- Some courses conducted in certain indoor settings, like labs and studio arts, may be open at regular capacity
- Conduct student activities virtually when possible

Source: <https://files.covid19.ca.gov/pdf/guidance-higher-education--en.pdf>

*****UPDATE NOVEMBER 16, 2020*****

PORTERVILLE COLLEGE

BAKERSFIELD COLLEGE

CERRO COSO COMMUNITY COLLEGE

CERRO COSO COMMUNITY COLLEGE

CERRO COSO COMMUNITY COLLEGE

County risk level

Adjusted case rate*

7-day average of daily COVID-19 cases per 100K with 7-day lag, adjusted for number of tests performed

Positivity rate**

7-day average of all COVID-19 tests performed that are positive

WIDESPREAD

Many non-essential indoor business operations are closed

More than 7.0

Daily new cases (per 100k)

More than 8.0%

Positive tests

Entire county

Healthy equity quartile

SUBSTANTIAL

Some non-essential indoor business operations are closed

4.0 – 7.0

Daily new cases (per 100k)

5.0 – 8.0%

Positive tests

5.3 – 8.0%

Positive tests

MODERATE

Some indoor business operations are open with modifications

1.0 – 3.9

Daily new cases (per 100k)

2.0 – 4.9%

Positive tests

2.2 – 5.2%

Positive tests

MINIMAL

Most indoor business operations are open with modifications

Less than 1.0

Daily new cases (per 100k)

Less than 2.0%

Positive tests

Less than 2.2%

Positive tests

Personnel Labor, Access Controls, and Contact Tracing

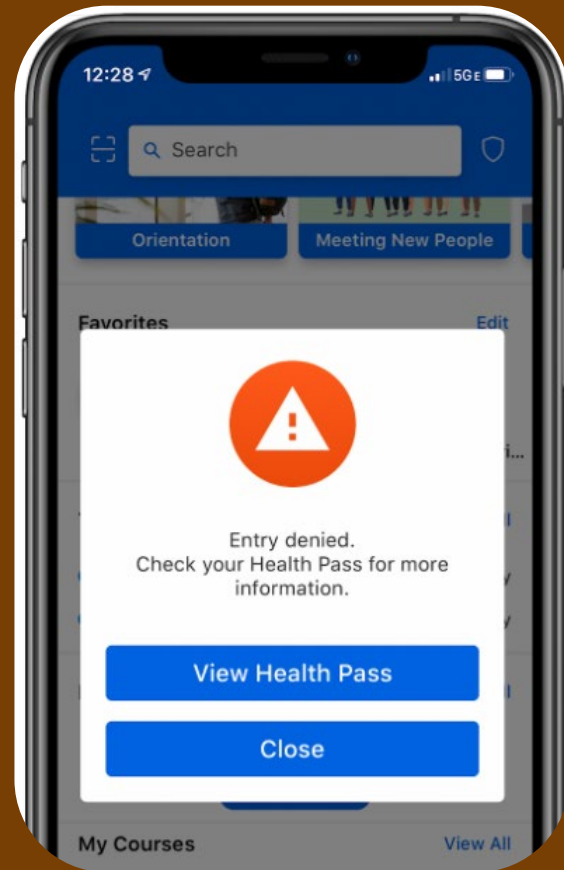
- Reasonable accommodations for high-risk staff
 - Employees who are high-risk - have a family member who is high-risk or a doctor's note with work restrictions will require an Interactive Process.
 - The Interactive Process is an approximate 4.5 hour (on average) procedure per employee.
 - Additional Risk Management staff (office has 2.0 FTE) responsible for Interactive Procedures to assist with District and college requests.
 - Risk Management Department Office currently oversees all KCCD contact tracing solutions and implementation.
 - Spring 2021 Estimated Costs: < 1,000 students = \$20,000 for District and per college
 - Summer/Fall 2021 Estimated Costs: phased level with full capacity anticipated costs
 - \$351,000 - Bakersfield
 - \$126,000 – Cero Coso and Porterville College (per college)

Personnel Labor, Access Controls, and Contact Tracing

- Prevent spread of respiratory droplets by providing masks and face shields (as appropriate)
- Provide appropriate personal protective equipment (PPE) for respective employee group
- Case investigation and contact tracing are essential interventions along with other mitigation strategies
- Expansion of essential workers and office support staff (optics of hiring freeze exceptions and possible staffing reductions related to current budget)
- Estimated Expenses:
 - Temporary replacement of faculty and staff infected, high risk, or on Emergency FMLA (expires December 31, 2020)
 - Additional course sections, extended operations/weekend offerings, and instructional support
 - Staff on paid administrative leave due to exposure
 - Scaling up of Contact Tracing Agreement - >1,000 students on campus per day
 - Coordination of COVID testing and recordkeeping for students, faculty, and staff
 - Additional entry screening and symptom monitoring equipment
 - Additional custodial classified staff, overtime, and substitutes
 - Additional labor resources to support the modified cleaning schedules
 - Additional non-instructional supply cost (gloves & masks – subject to availability)

Classroom Entry

Faculty & Students scan QR codes



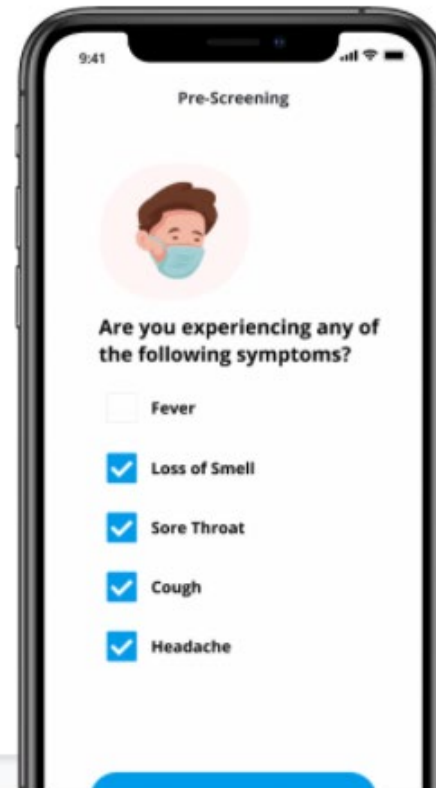
If student has a symptomatic/exposed/confirmed case (failed pre-screening).

QR scans will show a warning if student checks in with non-clear health pass.

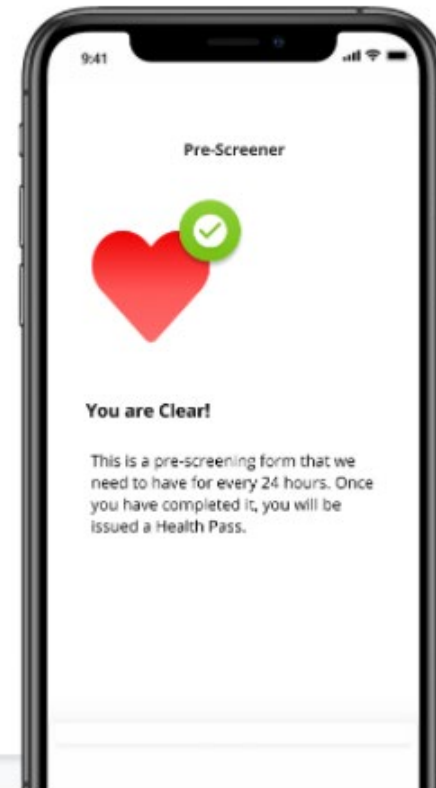


CONTACT TRACING APP

1. Pre-Screening



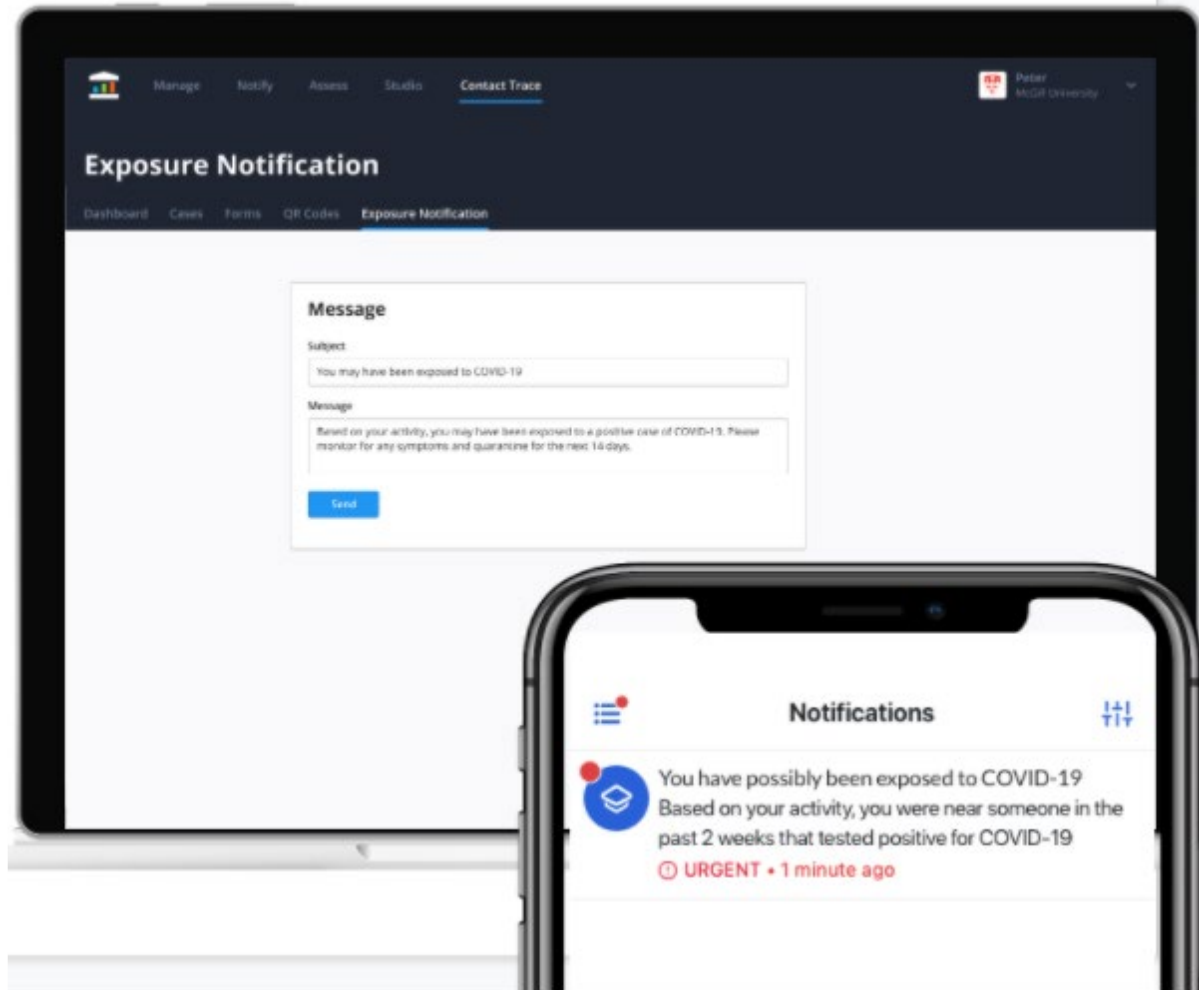
2. Form Results



3. Health Pass



Exposure Notification



AB 685 (effective January 1, 2021) requires employers to comply with certain reporting requirements and provide the notices related to potential COVID-19 exposures in the workplace **within one business day** of being informed of the potential exposure:

1. Potential COVID-19 Exposure Notice to Employees
2. Potential COVID-19 Exposure Notice to Exclusive Representative of Represented Employees
3. Notice of COVID-19 Related Benefits and Employee Protections
4. Notice of Safety Plan in Response to Potential COVID-19 Exposure

Hygiene, Cleaning, Disinfection, and Ventilation

- Maintain a APPA Level 1 Custodial Cleaning Standard - cleaning and disinfecting to mitigate campus shut down cycles (possible room checklist)
- Scheduling of classes for staggered cleaning and sanitizing - 30 minutes minimum between classes
- Limiting building occupancy to prevent student clustering (egress/ingress)
- Frequent cleaning of bathrooms and other high touch areas
- Ventilation and exhaust system installation to increase circulation of outdoor air – ionization
- Calculator Example: The industry's square foot average for cleaning (per custodian) is 25,000 sq. ft. of space to achieve the lower end of adequate cleaning for a campus – CASBO/APPA Guidelines.
- Estimated Expenses:
 - Additional uniform rentals/vests and tool kits/push carts (some campuses)
 - Additional equipment required to support health and safety – (thermal scanners, foggers, etc.)
 - Additional custodial supplies to support additional cleaning/sanitizing (based on availability)
 - Additional labor resources to support the modified cleaning schedules
 - Additional cleaning of desktop computers and lab cleaning/disinfecting

Hygiene, Cleaning, Disinfection, and Ventilation

COVID Costs	Summer Session 2021								Fall / Spring 2021-22								
	BC	CC-I	CC-M	CC-B	CC-T	PC	KCCD TOTAL		BC	CC-I	CC-M	CC-B	CC-T	PC	KCCD TOTAL		
<i>Staffing</i>																	
Program Manager*	\$ 8,835.25	1	1				1	3	\$ 79,517.21	2	1				1	4	\$ 318,068.85
Custodian FT*	\$ 4,988.17	8	4	0	0	2	10	24	\$ 359,148.00	18	7	2	2	2	10	41	\$ 1,840,633.50
Custodian - Sub	\$ 2,080.00	0	3	1	1	1	3	9	\$ 56,160.00	0	3	1	1	1	3	9	\$ 168,480.00
Custodial Supervisor*	\$ 8,294.58	0	1				1	2	\$ 49,767.50	1	1				1	3	\$ 223,953.75
Public Service Officer I*	\$ 5,641.95	1	2			2	2	7	\$ 118,480.93	4	4	2	2	2	2	16	\$ 812,440.68
Cadet or Other Temp	\$ 2,080.00	10	4			2	16	32	\$ 199,680.00	30	8	2	2	2	16	60	\$ 1,123,200.00
Overtime	\$21.75	0	0		0		32	32	\$ 2,088.00	0	0.75		0.15		68	68.9	\$ 13,487.18
								Subtotal	\$ 785,324.43							Subtotal	\$ 4,182,195.11
<i>Equipment / Supplies</i>																	
Thermal Scanners	\$ 3,500.00	35	8	2	2	2	18	67	\$ 234,500.00	30	4	2	2	2	5	45	\$ 157,500.00
Foggers	\$ 200.00	20	7	2	2	2	13	46	\$ 9,200.00	0	10	2	2	2	6	22	\$ 4,400.00
Physical Barriers	\$ 50,000.00	2	1	0.5	0.5	0.5	1	5.5	\$ 275,000.00	0						0	\$ -
Custodial Supplies (+)	\$ 20,000.00	2	1	0.25	0.25	0.25	1	4.75	\$ 95,000.00	5	1	0.25	0.25	0.25	2	8.75	\$ 175,000.00
Batteries and Electrical supplies	\$ 100.00	0	1	0.5	0.5	0.5		2.5	\$ 250.00	0	3	2	2	2	5	14	\$ 1,400.00
Transportation Cart: Club Car	\$ 18,000.00	0	1					1	\$ 18,000.00	1						1	\$ 18,000.00
C-Trains (8x40)	\$ 4,000.00	7	3	1	1	1	3	16	\$ 64,000.00	0						0	\$ -
Radio	\$ 470.00	9	21	10	10	10	30	90	\$ 42,300.00	25						25	\$ 11,750.00
Signage	\$ 10,000.00	2	1	0.25	0.25	0.25	1	4.75	\$ 47,500.00	4	1	0.25	0.25	0.25	0.25	6	\$ 60,000.00
								Subtotal	\$ 785,750.00							Subtotal	\$ 428,050.00
								Unbudgeted Total	\$ 1,571,074.43							Unbudgeted Total	\$ 4,610,245.11

- No correct number of staff it depends on many variables (square feet, supervision, staff knowledge, and age of facilities)

Social Distancing and Classroom Capacity

Physical distancing alone is insufficient to prevent transmission of COVID-19 indoors. Face coverings, enhanced ventilation, and other measures discussed in these guidelines must also be implemented in addition to physical distancing to reduce transmission risks.

- Modified Classroom Layouts – Impact on scheduling

In-person lectures are permitted depending on which Tier the county is in.

- **Purple – Widespread – Tier 1:** Lectures prohibited.
- **Red – Substantial – Tier 2:** Lectures are permitted but must be limited to 25% capacity or 100 people, whichever is fewer, with modifications.
- **Orange – Moderate – Tier 3:** Lectures are permitted but must be limited to 50% capacity or 200 people, whichever is fewer, with modifications.
- **Yellow – Minimal – Tier 4:** Lectures are permitted but must be limited to 50% capacity, with modifications.

Science Lab



30 Students
Before Social Distancing



11 Students
Social Distancing - Compliant

General Classroom



1st Attempt



2nd Attempt w/12 Seats
Social Distance Compliant

Computer Classroom



Before w/32 Seats



Social Distance Compliant w/8 Seats

Social Distancing

- Physical Barriers and Guides Costs
 - Space reconfiguration - seating/desks at least six feet apart. Hold smaller classes in larger rooms.
 - Offer hybrid distance learning in addition to in-person classes to help reduce the number of in-person attendees.
 - Install impermeable physical barriers, such as sneeze guards and partitions, particularly in areas where it is difficult for individuals to remain at least six feet apart (e.g., cash registers).
 - Provide physical guides and cues, such as tape on floors or sidewalks and signs on walls, to ensure that individuals remain at least six feet apart in lines and at other times.
 - Implement office protocols to limit direct contact with others as much as practicable.
 - Designating routes for entry and exit, using as many entrances as feasible being mindful of fire regulations
- Estimated Expenses:
 - Additional course sections, extended operations/weekend offerings, and instructional support
 - Additional social barriers for classrooms, offices, communal spaces, gym/fitness facilities, food services
 - Additional signage, cues, and health guidelines
 - Additional personnel to staff to monitor entry and exit points

Social Distancing

COVID-19 INDUSTRY GUIDANCE: Fitness Facilities



July 29, 2020

All guidance should be implemented only with county health officer approval following their review of local epidemiological data including cases per 100,000 population, rate of test positivity, and local preparedness to support a health care surge, vulnerable populations, contact tracing, and testing.

Specific Guidance for Collegiate Athletics

- Regular periodic COVID-19 testing of athletes and support staff (\$100 - \$250 each test).



- In conjunction with local public health officials and contact tracers, college mechanism for notifying other schools should an athlete from one team test positive within 48 hours after competition with another team.

Capital Projects

- Potential delays in capital projects due to vendor virus outbreaks
 - ✓ Delays - costs per day
 - ✓ Unmitigated stakeholder impacts

Information Technology

- Sanitizing loaned equipment and reissuance if forced closure - possible back and forth impact for setup
- Sanitizing on-campus equipment (office, classroom, and labs)
 - ✓ Monitor – 5 min
 - ✓ Keyboard – 5 min
 - ✓ Mouse – 5 min
 - ✓ Printer – 5 min
- Development of the Contract Tracing App or cloud-based software with additional support
- Additional IT staff or student workers to support increased loaned equipment

Estimated Unbudgeted Cost Summary

Personnel Labor, Access Controls, and Contact Tracing

- Temporary replacement of faculty and staff infected, high risk, or on Emergency FMLA (\$30-60/hour)
- Additional course sections, extended operations/weekend offerings, and instructional support (adjunct \$3,737/ avg. 3.0-unit course)
- Staff on paid administrative leave due to exposure (based on leave duration and position)
- Scaling up of Contact Tracing Agreement: College Buys Agreement Pricing - full capacity anticipated costs
\$351,000 – Bakersfield, \$126,000 – Cero Coso and \$126,000 Porterville College
- Additional non-instructional staff and student PPE supply cost (subject to availability)

Hygiene, Cleaning, Disinfection, and Ventilation

- Coordination of COVID testing and recordkeeping for students, faculty, and staff
- Additional entry screening and symptom monitoring equipment
- Additional custodial classified staff, overtime, and substitutes
- Additional labor resources to support the modified cleaning schedules
- Additional uniform rentals/vests and tool kits/push carts (some campuses)
- Additional equipment required to support health and safety – (thermal scanners, foggers, etc.)
- Additional custodial supplies to support additional cleaning/sanitizing (based on availability)
- Additional labor resources to support the modified cleaning schedules
- Additional cleaning of desktop computers and lab cleaning/disinfecting
- Summer 2021 - \$1,571,074 and Fall 2021 – \$4,610,245

Estimated Unbudgeted Cost Summary

Social Distancing and Classroom Capacity

- Additional signage, cues, and health guidelines (included in the cleaning estimates)
- Additional personnel to staff to monitor entry and exit points (included in the cleaning estimates)
- Additional social barriers for classrooms, offices, communal spaces, gym/fitness facilities, food services (included in the cleaning estimates)
- Additional course sections, extended operations/weekend offerings, and instructional support – **pending additional investigation of required social distanced course sections and county risk level**

Athletics – unquantifiable due to CCCAA guidelines and campus sports decisions

Capital Projects and Information Technology

- Potential delays in capital projects due to vendor virus outbreak - **(\$4,000 per day and depending on extent and duration of outbreak)**

BAKERSFIELD COLLEGE

Safe Campus Modified Reopening Plan



Originated: June 22, 2020

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**BAKERSFIELD
COLLEGE**



SAFE CAMPUS REOPENING PROTOCOLS

August 2020
(rev. October 2020)



CAMPUS OPERATING PROCEDURES

Safety Protocols During A Health Crisis

August 2020
(Revised October 2020)

PC
PORTERVILLE
COLLEGE