

TO: Mary Gallagher, President

FROM: James Lancaster, VP Academic Affairs/ICC Incident Director

DATE: July 9, 2020

RE: Planning Objectives Summary: July 9<sup>th</sup> Incident Command Center (ICC) meeting

The full ICC met on July 9, 2020. ICC Objectives were reiterated in the following order:

- I. Health and Safety of LACC students, staff and faculty.
- II. Instruction and Student Services Continuity
- III. Business Continuity

Based on those directives, each ICC section was assigned the following tasks:

1. LACC COVID-19 Cases/Exposure reports
  - a. No new cases
2. Liaison Report:
  - a. Stage 2 implementation date continues to be tentative.
  - b. Safety office to start tomorrow
    - i. Want to start training ASAP
  - c. Self-reporting online form is finalized; working on website placement
  - d. Local 99 new rotation schedule starts next week
    - i. No information for trades.
  - e. District is required to provide any items that are considered a uniform
3. Updates to ongoing Issues/Activities:
  - a. Management Section:
    - i. Reminder to complete training by next Friday.
    - ii. DE addendums approved by Chancellors office.
    - iii. Software request submitted.
    - iv. Looking at the need for more hand sanitizing stations
  - b. Van de Kamp:
    - i. HS return plan submitted to EOC.
    - ii. Outage on Tuesday and ongoing
      1. In working with district, it was determined to changing switch gear in order to resolve.
    - iii. Will submit hand sanitizing station report and safety officer name.
  - c. Operations:
    - i. Hand sanitizing station plan is being reviewed.
      1. Look at increasing availability.
    - ii. Stage 2 implementation questions
      1. Do we need to prepare any rooms?

- a. No
  - iii. Security problem in N. Kinesiology, being resolved.
  - iv. Monday or Tuesday power loss, affected portion of college
    - 1. Added to sit sat board
      - a. Computer reboot plans needed after power outage.
    - ii. IT:
      - 1. None
  - d. Planning Section:
    - i. None
  - e. Finance/Logistics:
    - i. None
4. New Activities/Issues by section:
- a. Management Section: None
  - b. Van de Kamp: None
  - c. Operations:
    - i. During quarrying there were some pipes hit, currently in repair; no cooling until that is fixed.
    - ii. IT: None
  - d. Planning Section: None
  - e. Finance/Logistics: None
5. Items from the Floor:
- a. None
6. Adjournment: 9:30am

JL:mr