

TO: Mary Gallagher, President

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

DATE: February 11, 2021

RE: Planning Objectives Summary: February 11th Incident Command Center (ICC) meeting

The full ICC met on February 11, 2021. 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. Liaison Report:
 - a. COVID cases in the County are trending down.
 - b. Advisory regarding Student Wi-Fi usage in the parking lot pending.
 - c. Trace app being considered by safety team.
 - d. Software updates for students being addressed today.
 - e. Enrollment boost over the weekend but not as high as the district wants it to be.
2. Safety Officer:
 - a. Laptops (information was shared with appropriate Deans.)
 - i. Plenty of stock available at LACC for students and can purchase additional stock from district.
 - b. Reports and exposure and infections have slowed down significantly.
3. Updates to ongoing Issues/Activities:
 - a. Management Section:
 - i. Wi-Fi
 1. Lot 3 being prepared
 - a. Shared various signage for parking spaces and A-frames.
 2. Can go live with 25 spots on Tuesday 2/16
 - a. Can go live for all spot in Thursday
 3. Sign Up Genius site needs to be fixed to not show student personal information.
 4. Outreach is developing messaging.
 5. Checking-in will be via Lot 4
 6. Sheriffs will be monitoring with regular patrols.
 7. May 7th is when Wi-Fi set up will be completely finished.
 - b. Van de Kamp:
 - i. None
 - c. Operations:

1. Generator service and testing completed in AD, IT will be restoring services and VPN Access.
 - i. IT:
 1. none
- d. Planning Section:
 - i. Meeting next week on Wednesday to begin Re-Engagement Planning.
- e. Finance/Logistics:
 - i. Continue to submit COVID related expenses.
4. New Activities/Issues by section:
 - a. Management Section:
 - i. None
 - a. Van de Kamp: None
 - b. Operations:
 1. None
 - i. IT:
 1. None
 - b. Planning Section: None
 - c. Finance/Logistics: None
5. Items from the Floor:
 - a. LACC will be a vaccination site in March, it is not controlled by district and we will not get preferential treatment to obtain a appointment.
 - b. Employee Vaccination: No guidance yet on granting leave to employees who take time to get the vaccine.
6. Adjournment: 9:35am