

TO: Mary Gallagher, President

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

DATE: April 01, 2021

RE: Planning Objectives Summary: April 1<sup>st</sup> Incident Command Center (ICC) meeting

The full ICC met on April 1, 2021. ICC Objectives were reiterated in the following order:

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

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

1. Liaison Report:
  - a. Moving to orange tier on Monday
  - b. Vaccinations open to all as of May 1<sup>st</sup>
  - c. LA County COVID statistics update.
  - d. LA County reminder to avoid unnecessary travel.
  - e. Check-in/check-out workgroup developing plans for return to work protocols in accordance with state requirements.
  - f. Re-engagement grid guidelines are being relaxed to provide flexibility to provide the ability to open based on priorities while following protocols and guidance.
  - g. Athletics to following state guidelines for conditioning meaning keeping activities outdoors
  - h. Requests for campus usage:
    - i. Parking lot filming request is approved
    - ii. All other requests pending.
2. Safety Officer:
  - a. None
3. Updates to ongoing Issues/Activities:
  - a. Management Section:
    - i. Did graduation walk-through in preparation to submit safety plans
    - ii. Expecting revised re-engagement grid
      1. Meeting with Chairs after spring break to discuss updates
    - iii. In contact with Metro regarding the opening of the station.
      1. Metro wants to coordinating opening to coincide with LACC opening.
  - b. Van de Kamp:
    - i. Working with HS on re-engagement plans
      1. EOC approved request
      2. 56 students identified for return, actual number is pending parental agreement for return.

3. Return possible as of April 19<sup>th</sup>
  - c. Operations:
    1. Gas leak at Central plant, repaired on same day; testing today for IOR approval; connected to construction
    - i. IT:
      1. None
  - d. Planning Section:
    - i. Re-engagement team
      1. Working on re-engagement survey; will send on Monday
        - a. Survey is to collect concerns and suggestions, to catch the items the team has not thought about
      2. Will check with district to make sure we are not doing the same work
  - e. Finance/Logistics:
    - i. Continue to submit covid related expenses
      1. Looking for large expenses to charge off to CARES
      2. Student HEERF II money was distributed to students as required
        - a. Held some funds for 2<sup>nd</sup> session students.
        - b. These funds do not affect Financial Aid unmet need.
        - c. Student Emergency fund guidelines to be developed.
      3. Report to be provided at the next meeting
4. New Activities/Issues by section:
    - a. Management Section: 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: None
  6. Adjournment: 9:31am