Risk Management Committee Meeting

August 7, 2020
Agenda

• Role of Committee and Member Expectations
• Our COVID Response Plan
  • Mitigation efforts
  • What happens if you have a positive case
• Aligning Efforts with Staff Feedback
• MBO FY 19-20 Wrap-up
• Action Items
COVID Response Plan

• Employee Communication
• Employee Training
• Employee Health Screening & Monitoring
• Enhanced Safety Measures & Social Distancing Protocols
  • Mask policy, PPE requirement, enhanced cleaning, signage
• Monitoring Customers to Max Capacity
COVID Response Plan

• Employee Communication
  • HR Memo’s and Bulletins- announced mitigation efforts and resources
    • 10+ emails beginning on March 3\textsuperscript{rd}; Health and Safety Webpage

• Employee Training
  • Employee Training (2 modules)
  • Supervisor+ Training (2 modules + webinar)
  • COVID Response Plan & Acknowledgement
  • In-service training+
COVID Response Plan

• Employee Health Screening & Monitoring
  • Employees must stay home if they are sick.
  • NEW Employees must notify immediate supervisors if they are sick while telecommuting or on their “day off”.
  • Employee COVID Symptom Check- DAILY REQUIREMENT
COVID Response Plan

• Enhanced Safety Measures & Social Distancing Protocols
  • Mask Policy, PPP requirement, enhanced cleaning and signage
  • Role of department managers
    • Identifying high touch areas, shared equipment, exposure
    • Developing department level plans to mitigate risk
      • Cleaning Stations,
  • Role of INX- enhanced cleaning
    • Daily, weekly and as needed
COVID Response Plan

• Enhanced Safety Measures & Social Distancing Protocols (continued)
  • Following CDC Mitigation Guidelines
    • Develop a Cleaning and Disinfecting Plan (what, how, who, when)
    • Implement the Plan
    • Maintain and Revise the Plan

Webpage: CDC Guidance for Cleaning and Disinfecting
COVID Response Plan

• Enhanced Safety Measures & Social Distancing Protocols (continued)

The CDC has also provided guidance for employers on how to clean when someone is sick:

• **Close off areas** used by the person who is sick.

• **Open outside doors and windows** to increase air circulation in the area. **Wait 24 hours** before you clean or disinfect. If 24 hours is not feasible, wait as long as possible.

• Clean and disinfect **all areas used by the person who is sick**, such as offices, bathrooms, common areas, shared electronic equipment like tablets, touch screens, keyboards, remote controls, and ATM machines.

• If **more than 7 days** since the person who is sick visited or used the facility, additional cleaning and disinfection is not necessary. Continue routine cleaning and disinfection.
Aligning Efforts with Staff Feedback

• Communication
• Health Screening
• Face Covering and Protective Equipment
• Enhanced Safety Measures
• Social Distancing Protocols
• Monitoring Customers to Max Capacity
MBO FY 19-20 Wrap-up

• Identifying staff with Risk Management Committee MBO
• Schedule a second meeting to reconfirm goal, and efforts to wrap it up.