
Rogue Community College District
Board of Education Work Session- August 18, 2020 Meeting Minutes

1. **Call to Order-** The Rogue Community College (RCC) Special Board of Education (Board) meeting was called to order by Shawn Hogan at 4:01 p.m. on August 18, 2020, via Zoom. Due notice was given.
2. **Zoom Etiquette-** Rachele Brown explained the Board's Zoom Etiquette expectations. Participants, aside from Board members and the Senior Leadership team, were asked to mute themselves and have their video turned off. If someone were to cause a distraction or disturbance to the meeting, that person would be dismissed from the meeting. If anyone wished to speak, they were asked to electronically raise their hand as well as type their question into the chat function of the Zoom meeting.
3. **Determine Presence of a Quorum-** A quorum of the Board was present including: Kevin Talbert, Pat Fahey, Roger Stokes, Shawn Hogan and Claudia Sullivan.
4. **Introduction of Guests-** RCC District employees included: President Cathy Kemper-Pelle, Curtis Sommerfeld, Juliet Long, Kori Ebenhack, Denise Caldwell, Sarah Wofford, Grant Walker, August Farnsworth, Sean Taggart, and Rachele Brown.
5. **Discussion Topics-**
 - A. **RCC COVID-19 Health and Safety Operational Plan-** The Board received a copy of the Operational Plan as part of their regular meeting packet prior to the start of this meeting (see file). Today they have the opportunity to bring forward any questions they may have for the Incident Response Team regarding the Operational Plan before it moves on to a vote at the regular board meeting. It was noted that both Jackson and Josephine county health authorities have had the opportunity to review the plan. President Cathy Kemper-Pelle asked what happens if one county goes back a phase while the other county does not? Sean Taggart responded that in continuing with RCC's normal emergency protocol, if one county goes back a phase then all of RCC will also go back to that phase. He added that if it should be decided that there should be some kind of split between the campuses in Jackson and Josephine counties in terms of phases, then that would need to be specified in the plan. Curtis Sommerfeld noted that once the plan is approved by the Board it will continue to be updated and changed as new items arise. Kevin Talbert asked for clarification on the protocols if a staff member or student is not complying with mask requirements or social distancing practices. Mr. Sommerfeld responded that should an employee not adhere to the mask and/or social distancing requirements then disciplinary action would flow through the normal HR process. Similarly, if a student is non-compliant, their disciplinary action would go through the usual code of conduct processes as outlined in the plan (see file). Claudia Sullivan asked for more clarification on

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what would happen if a student in a lab/classroom setting tests positive for COVID-19? Mr. Taggart answered that RCC would work with county health officials to follow contact tracing procedures, and students in that lab/classroom would be personally contacted. Roger Stokes then asked how RCC would ensure the privacy of the infected person? Mr. Taggart responded that RCC will follow HIPAA privacy rules to ensure the utmost privacy of the individual. Shawn Hogan commented that, should an incident occur, it would be a good idea to have information protocols in place that can be sent out to all of RCC to inform them of the incident while also reminding them to keep privacy in mind. Ms. Sullivan asked how RCC is keeping track of individuals attending things such as open labs on campus? Juliet Long responded that the open lab format has changed due to COVID-19. Students now need to pick a timeslot during which they can attend the open lab, rather than showing up at any time. This makes sure that there are only a few individuals in the lab at any given time. Students are also asked to sign in, and this will help with contact tracing should an incident arise. President Kemper-Pelle thanked the entire Incident Response Team for all of their hard work. She also thanked the classified staff and faculty for their input and the great effort that it took to put this plan together. The Board thanked Sean Taggart and the Incident Response Team for such a thorough plan.

- B.** Location of Fall term Board of Education meetings- When the 2020/21 Regular Board Meeting location schedule was put together in June it was anticipated that the Board would be able to meet face to face again starting in September (see file). However, in light of recent outbreaks of COVID-19 around the state and the need to exercise caution, the Board discussed the idea of keeping the meetings via Zoom for the time being. President Kemper-Pelle noted that even the largest meetings rooms on the various RCC campuses are not big enough to allow for sufficient social distancing, especially if members of the public were to attend. Dr. Talbert stated that given the current infection rates, he does not see any pressing need to meet face to face. Ms. Sullivan agreed that Zoom has been sufficient, and she sees no need to change the format. The Board will make a final decision on this matter during the regular Board meeting immediately following this work session.

- 6. Adjournment-** Shawn Hogan adjourned the meeting at 4:42 p.m.

Meeting minutes respectfully submitted by Rachelle Brown, Assistant to the President-
Governance.