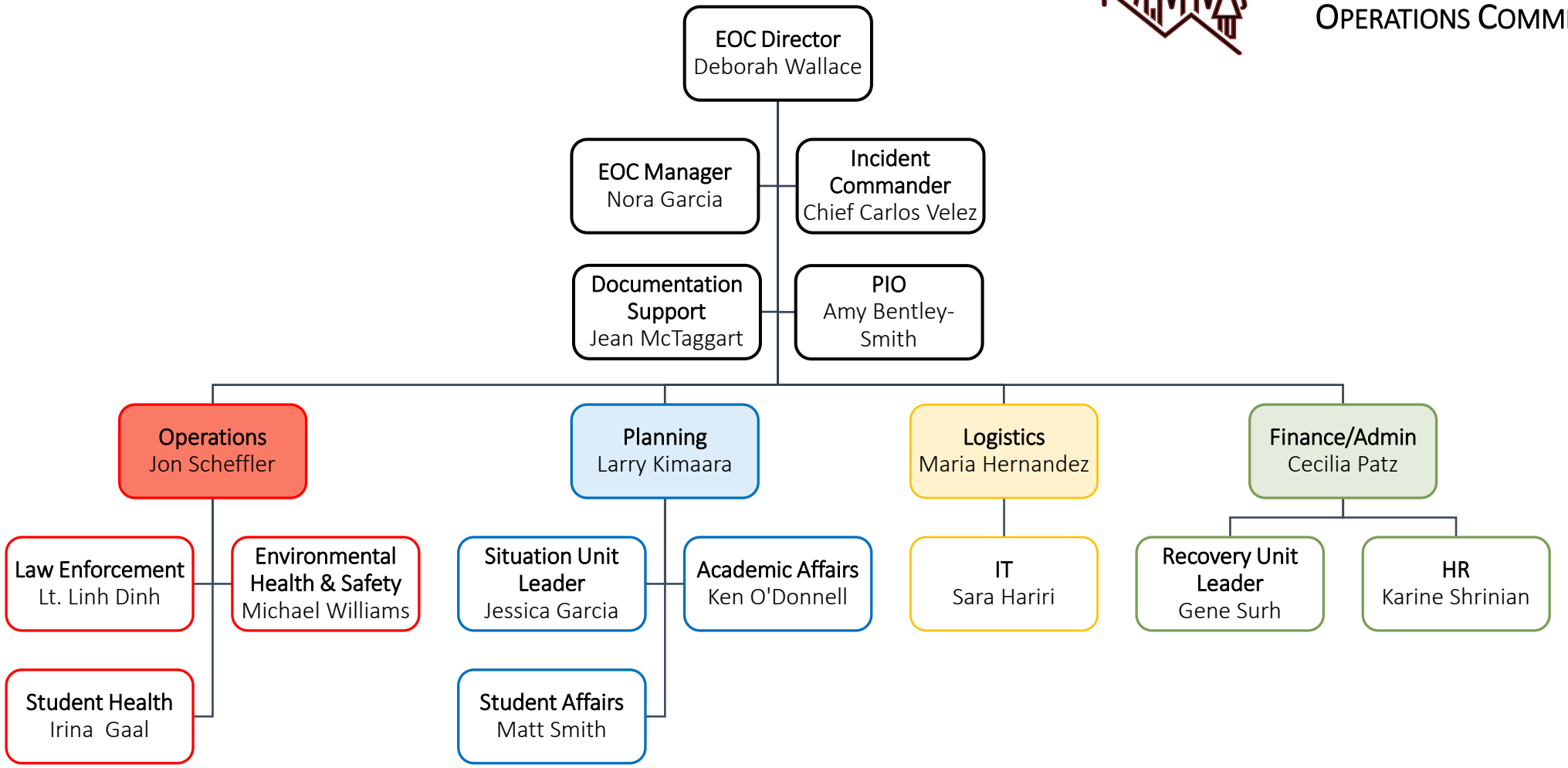
Implementation of the Plan

Emergency Operations Center Model
with Toro Teams

Emergency Operations Center

Expanded Emergency Operations Committee



Toro Teams

Centralized Access/Physical Infrastructure

Chair: Larry Kimaara, Director, Risk Management

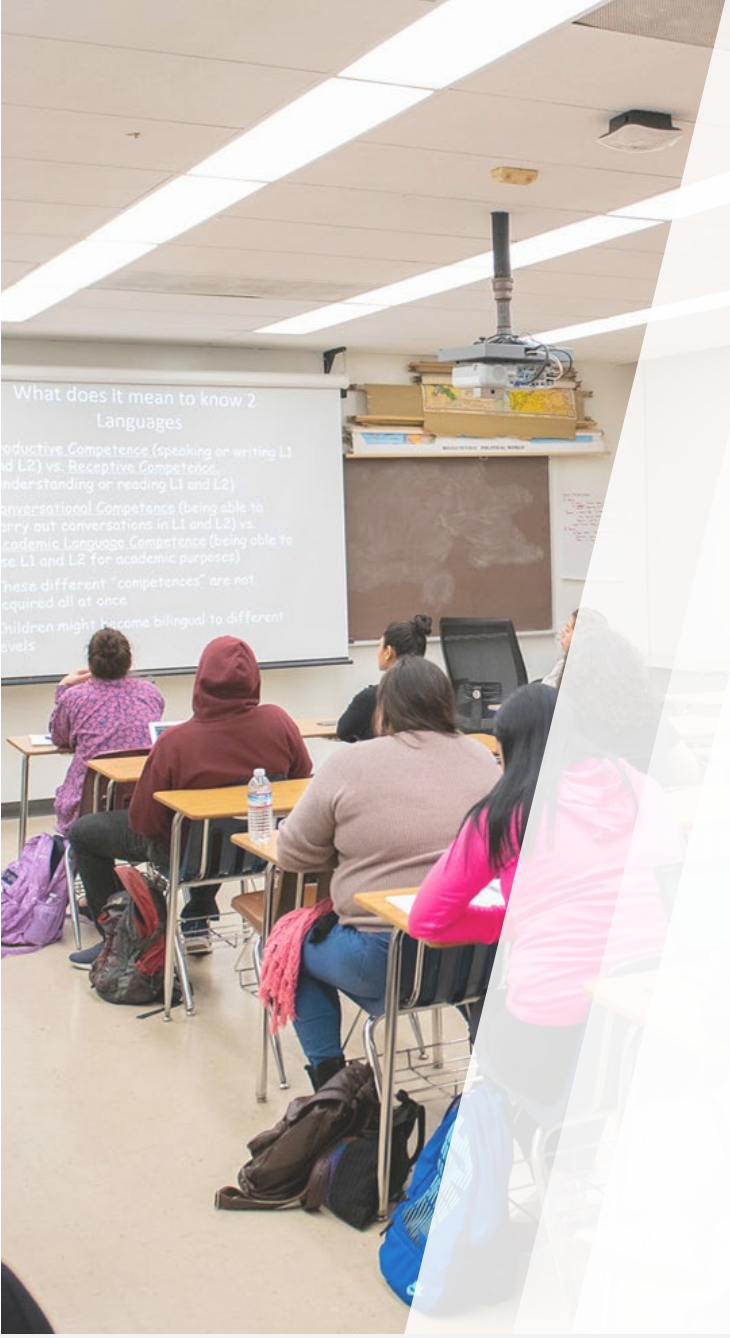
- Implement the return to work automated process
- Reevaluate return to campus phases, as necessary
- Conduct building assessments/redesign classroom instructional, and workspaces
- Address HVAC/water concerns through effective communication
- Acquire & maintain critical equipment and supplies (90-day supply at minimum)
- Build a Campus Drive-thru Event safety plan template

Health Monitoring & Surveillance

Chair: Michael Williams, Manager, Environmental Health & Safety

- Establish comprehensive Contact Investigation Teams/system
- Implement employee/student self-assessment tool
- Coordinate with local health authority to ensure compliance
- Establish internal thresholds for reclosure of areas

Toro Teams Continued



Learning & Instruction

Chair: Ken O'Donnell, Vice Provost, Academic Affairs

- Reimagine the learning and instruction environment
- Adapt student and faculty coordination to set the stage for a culture of health and safety
- Establish best practices and identify resources for faculty/students
- Partner with I.T. to enhance online course content
- Offer professional development opportunities for faculty
- Review results from faculty & student surveys

Employee Success & Wellness

Chair: Shaun Milton, Manager, HR Workers Comp

- Optimize faculty and staff ability to work remotely through necessary equipment and skills training
- Evaluate ergonomic needs and offer solutions
- Develop guidance to MPPs on COVID-19 staffing related issues and cases
- Review results from staff and faculty surveys

Toro Teams Continued

Communication

Chair: Amy Bentley-Smith, Director, Marketing & Communications

- Engage stakeholders with consistent, compelling, and timely communication through various platforms
- Deploy COVID-19 website
- Advertise new processes with clear guidance
- Collaborate and support other Toro Teams to ensure proper messaging
- Develop a COVID-19 education campaign
- Create a consistent theme so that messages are easily identifiable

Campus Resiliency

Chair: Sara Hariri, Information Security Officer, Information Technology

- Develop a plan for the possibility of a major outbreak of COVID-19 on campus
- Enhance and update business continuity plans for each division
- Plan and implement building evacuations following social distancing protocols
- Consult with I.T. Disaster Recovery Team to identify potential redundancies
- Identify other risk factors and planning needs