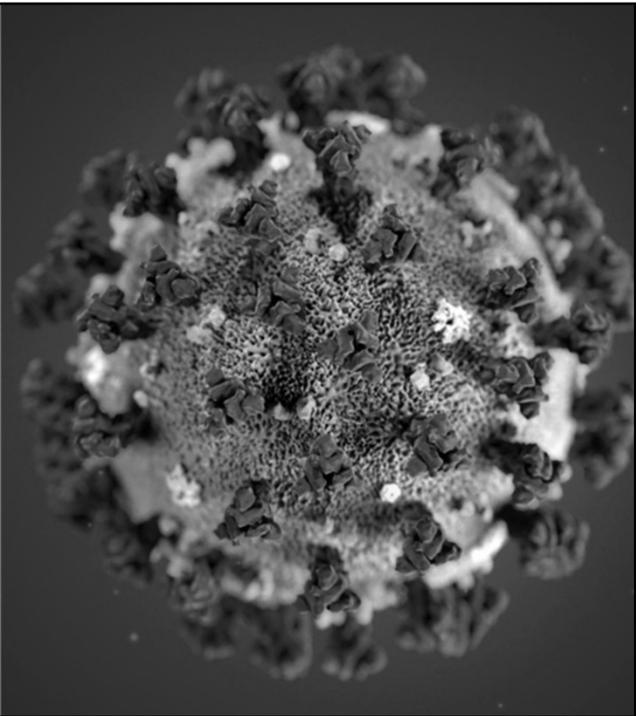




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March 9, 2020



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1. Take 5 for Safety
  2. Overview of GBC's Response to a Pandemic – 3 Levels
  3. Role of the Pandemic Planning Committee
  4. Divisional Continuity Plans
  5. Next Steps and timelines

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- Coronaviruses are a large family of viruses that can cause illnesses ranging from the common cold to more serious respiratory infections like bronchitis, pneumonia or severe acute respiratory syndrome (SARS-CoV).
  - Coronaviruses are spread mainly from person to person through close contact, such as in a household, large gathering, place of worship, school, workplace or hospital.
  - Symptoms range from common to severe respiratory illnesses, and can include serious conditions, like pneumonia or kidney failure, and in some cases, death.
  - At this time, there are no specific treatments or vaccines that protect against coronaviruses.
  - COVID-19 originated in Wuhan, China and has spread to a number of countries. Currently, the areas mostly affected are: China (mainland), Hong Kong, Iran, Italy, Japan, Singapore, South Korea

- 
- Toronto Public Health (TPH) is monitoring nine positive cases of COVID-19 in Toronto. To date, there have been two other confirmed cases reported in Toronto, both of whom have since recovered
  - TPH considers the risk in Toronto to be low
  - Generally, we take our lead from TPH related to College operations. Gov of Canada foreign travel risk ratings are used for risk assessment of GBC community members returning from travel.
  - In addition, leaders are keeping apprised of guidance from external regulatory bodies and networks, i.e. Canadian Dental Hygienists Association, iSOS, EMT
  - GBC activities to date:
    - Communications to employees and students, intranet page, including information regarding proper hygiene and protocols if sick
    - Additional hand sanitization stations across the college
    - Introduced hospital grade disinfectant and spray cleaning common areas and surfaces
    - Outreach employees thought to be returning from affected areas - risk assessment tool, documentation, and voluntary work from home arrangements
    - Communication procedures for employees and students planning to travel abroad
    - Enhanced screening protocols in Wave Clinic
    - The George pandemic plan in place
    - Cancelled international travel for staff and students through April

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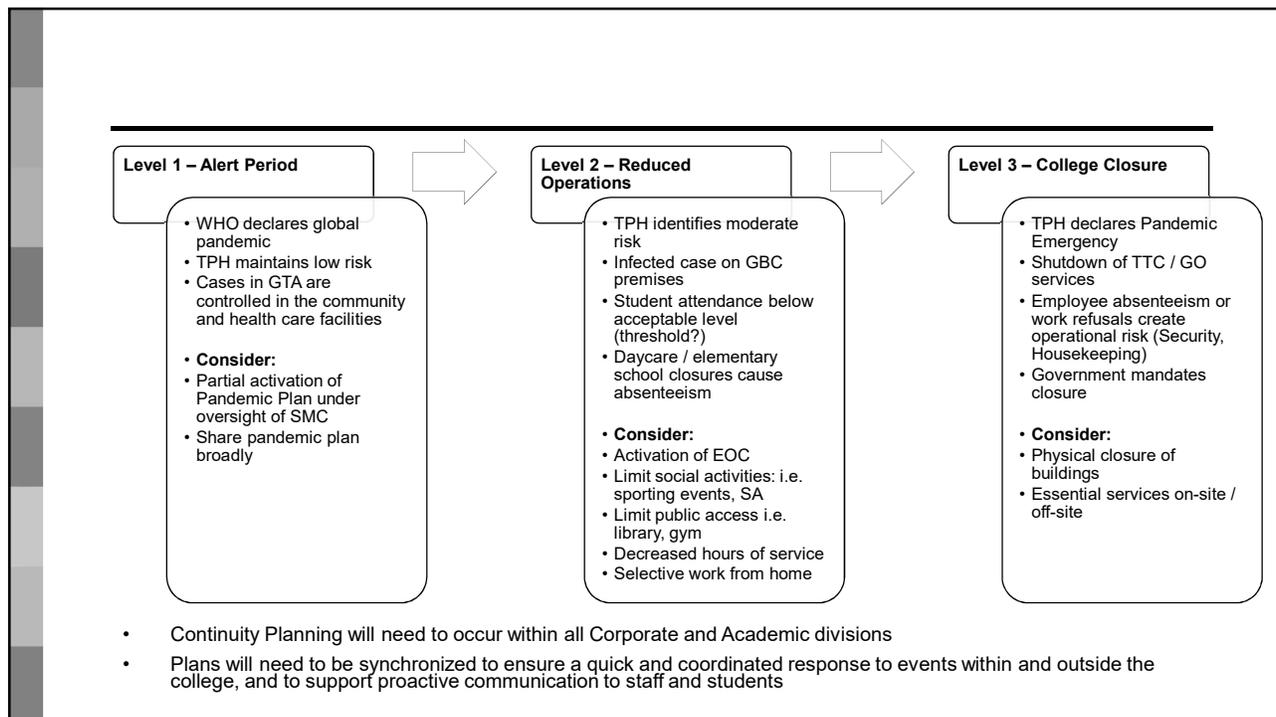
Over the past week, several shifts have occurred that may increase the risk:

- WHO is expected to declare a global pandemic – ‘not if but when’
- Number of new cases outside of China exceeds new cases in China
- Lack of US virus containment is deemed a significant threat to Canada
- Confirmed community cases within senior’s home in BC
- Messaging from TPH to prepare food and medical supplies in the event of household quarantine
- Increase media messaging regarding local risks and measures – emails from employees are getting more anxious

The biggest risk to the College is the perception of risk.

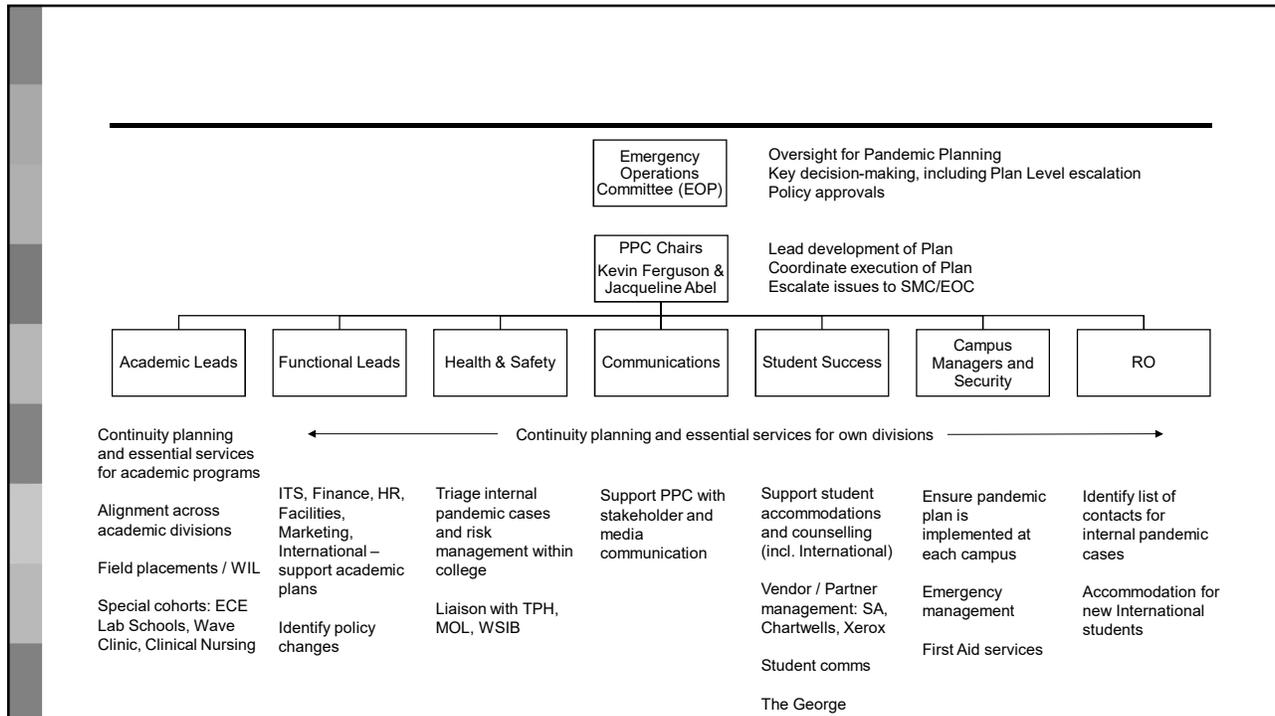
Employees and Students need assurance that GBC has measures in place to monitor risks and can respond quickly and adequately to external changes and internal threats

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- The pandemic plan was last updated in 2009, under the leadership of the Health & Safety team
  - Most previous committee members are no longer with GBC
  - The pandemic plan is being updated in alignment with information provided by TPH, MOH, Public Health Agency of Canada (PHAC), WHO
  - We will need to work with Divisions to update specific sections of the plan based on our current college context and risks specific to COVID-19, i.e.:
    - alternate education strategies through Blackboard / other technology
    - expansion of IT remote access, virtual work / meeting options
    - plans should be directive and procedure-based
  - In future, the plan should be constantly evolving and will be reviewed on the same schedule as the Emergency Response Plans (minors reviews after every incident and full review every two years)



### Scenarios that need to be considered and planned for now:

1. A student who has been on GBC premises is confirmed positive for COVID-19.
  2. An employee who has been on GBC premises is confirmed positive for COVID-19
  3. An international / out of province student at The George confirms positive for COVID-19 and is required to self-quarantine in residence.
- Need to establish protocols for assessing risk to others, notification of TPH, sanitization, communication to staff / students, EAP, quarantine of other contacted members of community, etc.
  - Planning for these scenarios in advance allows us to respond quickly, minimize risk to others in the college community, proactively communicate where appropriate, and avoid work refusals / student absences / employee absences



Similar to strike contingency planning, Divisions will consider which services / activities will need to continue at each pandemic level, and how to provide those services within the circumstances described:

- Dependencies
- Impacts to students and how to mitigate
- Impacts to staff and how to mitigate
- Resources required
- Field experiences

Central considerations:

- College essential services include: housekeeping, security, payroll, maintenance, IT
- Cross-training may be required for essential departmental / divisional positions
- Central process we may require: employee and student reporting of absenteeism, operational impact reporting, and mitigation information
- Fan Out list

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Division / Dept	Centre / School	Level 1 – Alert	Level 2 – Reduced Operations	Level 3 - Closure
Business	Accounting and Finance			
	Marketing			
	Human Resources...			

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1. Establish and brief Pandemic Planning Committee (PPC) – *March 9*
  2. PPC members work with divisional leaders to assess program and operational risks and create local continuity plans
  3. Academic leaders meet to align on how programming will be delivered at each level
  4. PPC members present all plans to full PPC to
    - ensure academic plans and students are supported
    - plan alignment across divisions with dependencies identified
    - supporting policies and procedures are identified
  5. Consultation with College stakeholders – SA, Unions, JHSC, Vendors
  6. Test readiness
  7. Communicate to employees, students and other stakeholders

*How quickly can we complete continuity plans?*