

**College of Micronesia – FSM
Minutes Reporting Form**

Meeting Group:	Emergency Management Team
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Date:	Time:	Location:
March 9, 2020	2:30PM Pohnpei Time	Zoom

Summary of Recommendations with Suggested Timeline & Responsibilities:
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Members:

Titles/Representative	Name	Present	Absent	Remarks
Interim President	Karen Simion	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
VPIEQA	Caroline Kocel	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
VPAS	Joe Habuchmai	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
VPEMSS	Joey Oducado	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
CTEC Dean	Grilly Jack	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Kosrae Dean	Nena Mike	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Chuuk Dean	Kind Kanto	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Yap Dean	Lourdes Roboman	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
FMI Acting Dean	Tioti Teburea	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Director of IT	Shaun Suliol	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
CRE Director	Steven Young-Uhk	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Chief of Security & Safety	Terry Marcus	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Director of Student Life	Chelsea Rion	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Director of Maintenance	Ankie Mendiola	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
National Campus Nurse	Benina Ilon	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Residence Hall Coordinator	Marlou Gorospe	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Comptroller	Roselle Togonon	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
National IC	Joseph Felix	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
EMT Record Keeper	Ami Thozes	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

Additional Attendees:

Ben Akkin – Chuuk Campus Acting Dean

1. Updates and Developments from National and States
2. Proposed Policy by HRO
3. Should the College close from conducting classes?
 - a. Resident Students...(should they stay or send home?)
 - i. What is the food supply for the residents if they stay?
 - b. Identification of college first responders, training and temporary quarantine rooms
 - c. Will the college continue its routine work and who are the essential staff that have to work?
4. Supplies on hand to reserve for the first responders

Agenda/Major Topics of Discussion:

National Campus Updates

1. Nothing new has been provided by the Task Force; The declaration is in effect until March 13th and we will wait for directives.
2. President Panuelo issued a memo stating Hawaii is no longer being a viable option for quarantining
 - a. EMT Chair has requested a copy of the memo for record keeping
3. 14-day quarantine is still required in a virus-free state/ nation; only viable option now is Guam before entering FSM.
4. Cases in both RMI and Palau were negative
5. RMI is on lockdown – nobody will deplane or board; only planes are landing for refuel
6. Review of worldometers statistics; number of cases continues to increase, but statistical rates of recovery are still very high.

Pohnpei State Update – EMT Chair and CTEC Dean attended the Pohnpei State Task Force meeting last Wednesday, March 4th

1. State is not ready for a case as we do not have the equipment we need to support the facility; Misko facility is ready to receive patients
2. There is worry in the state's ability to contain the virus if it gets here
3. It was said in the PSTF meeting that if Guam or Hawaii have a confirmed case, the governor will declare a state of emergency.
 - a. Over the weekend, Hawaii received its first confirmed case so now we are waiting to see if the declaration is made.
4. Even if 1 case makes it to the FSM/ Pohnpei, all schools will be closed for fear that the state will not be able to contain the virus.
5. If there is a case on campus, we call the state officials and the state will pick up the person in question

Supplies on Hand

1. Quotations we have are either for supplies discontinued or not in stock
2. Currently on island, Pohnpei has:
 - a. Medical gloves
 - b. 36, N-95 masks at MedPharm (\$6/ piece)
 - c. Rubbing alcohol – alternative to hand sanitizer, but is hazardous

- d. A-One Supermart has antibacterial wet wipes (129 available)
- 3. The College currently has 800 masks on hand
- 4. Once ordered supplies arrives (anticipating tomorrow), recommendations will be made for distribution of inventory
 - a. Do we use the inventory now or do we hold it until a case comes to the islands then start implementing use?
- 5. Rain water system has been connected to our water lines.
 - a. Currently waiting for PUC to come and switch the valves to ensure we have continuous water for proper hand washing

EMT Chair proposed to include Dr. Dacanay in the EMT meetings

- 1. The state has reached out to him to prepare for trainings
- 2. Acting President will contact the Public Health facility to include in our meetings

HRO Policy

- 1. 6B Bullet 3 – There is concern with the wording “suspended”; we need to strike that term and use better wording to clarify the point being made
- 2. Anybody with issues to the proposed policy should email Rencelly directly
- 3. EMT will approve policy as a living document and will be submitted to the Board on Wednesday

Options for Closing the College

- 1. We can go online with courses in an informal setting
 - a. Via email, submit work electronically and professors have to initiate contact
- 2. If we decide to close and not offer courses online, we can request a shortened term
 - a. If doing so, the request goes through the USDOE for approval
 - b. How to process financial aid/ PELL is all laid out for us
- 3. Curriculum meeting earlier today discussed alternative options, but we are still waiting to receive feedback from the group.

Residence Hall Students

- 1. Options for the students
 - a. Send them home
 - b. Stay in the RH with family authorization
 - c. Give students the option to stay in RH or move out and stay with family or go home
- 2. Risks we take by keeping them on campus
 - a. Cases arrive on island/ on campus
 - b. Risk of food shortage for extended period of time since we do not know how long schools will shut down for.

Identified Essential Employees

- 1. First Responders
 - a. Nurses (Benina + 3 Public Health Nurses)
 - b. Security
 - c. Residence Halls
 - d. Maintenance
 - e. Dining Hall
 - f. Accounts Payable/ Payroll

2. EMT Chair has called a meeting with Benina, RH and security to prepare the First Response Team for National Campus
 - a. Will identify a campus quarantine location
 - b. State will come in and prepare the facility after the location is identified

Meeting adjourned at 3:42PM Pohnpei Time

Comments/Upcoming Meeting Date & Time/Etc.:

Monday, March 16, 2020 at 2:30PM Pohnpei/ Kosrae Time, 1:30PM Chuuk/ Yap Time

Handouts/Documents Referenced:

Drafts AP6035 & BP6035

College Web Site Link:

Prepared by:	Chelsea Rion	Date Distributed:	3/13/2020
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Approval of Minutes Process & Responses:

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Action by President:

Item #	Approved	Disapproved	Approved with conditions	Comments
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