

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

Meeting Group:	Emergency Management Team
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Date:	Time:	Location:
May 12, 2020	3:30PM 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 checked="" type="checkbox"/>	<input type="checkbox"/>	
VPAS	Joe Habuchmai	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
VPEMSS	Joey Oducado	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
CTEC Dean	Grilly Jack	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Kosrae Dean	Nena Mike	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Chuuk Dean	Kind Kanto	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Yap Dean	Lourdes Roboman	<input checked="" type="checkbox"/>	<input 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, EMT Secretary	Chelsea Rion	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Director of Maintenance, EMT Chair	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 type="checkbox"/>	<input checked="" 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; Rencelly Nelson - HRO
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1. Updates on Public Health Declaration from each State
2. Review of COM-FSM COVID-19 Preventative Measures & Framework

Agenda/Major Topics of Discussion:

Pohnpei

1. Trying to pinpoint where the PSTF is meeting – they are still meeting at their 4PM time, though the location is moving. In contact with the Chair and CCing Regent Gallen trying to join. Meeting is tomorrow, May 13th
2. Grilly connected VPEMSS with the PDOE Director with respect to catering to new students. Pohnpei schools are working with their seniors to ensure they have the necessary documentation to allow them to move forward with their education.
3. COM-FSM is trying to re-open as much as we safely can and offer online classes. We will follow social distancing rules promoted by the FSM Task Force. Try to do things to reinstate operations; we need to move forward, we cannot sit still. We already have the capacity to test
4. Pohnpei State is operating at about 75%. Only teachers aren't in school but all office people are working. Government staff having rotating schedules so the offices are all open 8am-5pm. Hospitals are working but their priorities have shifted, not all services are provided, they are focused on covid-19 preparation. For example, they may send you to a private clinic or pharmacy for non-emergency care.

Kosrae

1. The KSTF has been meeting on Wednesdays, with another meeting scheduled for tomorrow. Director of Education, Chairman Waguk is also a member of the task force. State has amended the State Declaration in line with the national declaration. In recent weeks, there has been work to develop a 24-unit designated quarantine site near the hospital. Project is currently around 30% complete at this point with the projected completion date of sometime in July. Task force reviewed the \$7m – considering different scenarios for distribution of funds – encouraging the Governor to apply for funding to be equally distributed among States, not by population. Schools are closed and have completed their academic years; some schools had their graduations last week/ the week before. DOE currently plans to have the schools start by August.
2. COM-FSM employees are working on a staggered schedule.
3. Kosrae State Government staff continues to work business as usual.

Chuuk

1. The task force expects the lockdown to be extended. The DOE recommends to the state that all elementary schools will open June 1st – especially on the outer islands. Chuuk High School will not reopen as the classrooms are set up as quarantine facility. All plans depend on approval from the administration.
2. Chuuk State Government is fully open and running as usual.

Yap

1. As of May 1st, the curfew has been revoked. School closures and government shutdown has been lifted. Last week, all government officers resumed regular operations.

2. Restaurants and all other places that were closed have reopened.
3. All high schools have restarted. Yap High School and the public elementary schools have all resumed classes and will be in service until July 13th or 14th.
 - a. This means no high school students will be enrolling at the College this summer.
 - b. SDA and Faith Christian Academy have finished their academic years. Yap Catholic High School will continue to July 13th.
 - c. Neighboring islands had no school closures so should be finished according to normal schedules
4. Daily briefings with the Yap Task Force – do not have to be physically present, remote meetings being held. Incident Command Center at the hospital. Collaborating with DHS on the task force.
5. Essentially back to normal with the borders closed. So long as the borders are closed, business will go on as usual.

COM-FSM employees are concerned about the level of “fairness” for why some are working and some are not working, and all are getting paid. There is confusion about the 25% hazard pay and why it is no longer being distributed.

1. Acting President reminded that ALL employees are under administrative leave
2. VPEMSS encouraged staff to review Acting President’s updates online.
 - a. The College is on “soft opening”. People are working on shifts. For example, under VPEMSS, all of our offices are Monday – Friday, though all staff are not required to be there all day. It depends departmentally how it is arranged, in our case, I ask that all people are required to be in the office at least twice a week. All personnel have to work on shifts.
3. All offices should be open even if it’s a rotating schedule. We only have on thermal gun, we can’t check temperatures for everyone. We have our borders closed, but the risk still exists. If we know who has been on campus and when this will support contact tracing. We have to take precautions before we can continue business as usual. We also do not have a sanitizing system in place. To open up, and have everyone at work, we need to have those things in place.
4. Since April 21st, we are on rotating shifts. Hazardous pay was applied since April 21st, when the lockdown was lifted, so too was the hazard pay. There was no clear compensation or incentive for people to come in.
5. VPEMSS suggested we table this discussion to another forum; we should focus on this thoroughly and in depth, in a different setting.
6. Management Team had a discussion last Friday – suggestion to add extra compensation so that they are motivated to come to work (i.e., \$20/ day)
7. This is not an issue about working or not working – it’s a scheduling issue. Make sure everyone gets their work schedule. Some people have jobs which cannot be done from home.

Draft Preventative Measures & Framework

1. Follows the FSM National Framework to help us be prepared
2. There is a risk of if COM-FSM goes above what the government is doing, then the government may be able to provide financial support. We could be too well prepared and would be required to ask the government to subsidize it – they may think we are too extravagant.
 - a. Recommended to not go about what the government is doing.
3. Our preventative measures need to be aligned, but we need to be mindful of what resources we are using.

- a. So far, our expenses related to response is around \$50,000. To assist in returning students to their home islands, the contingency fund was used
 - b. Can tap the \$1.8M from the CARES act, but we do not yet have the details. E.g. admissions office, responding face-to-face for students.
 - c. FSM President is holding onto certain POs, e.g., their task force buying themselves cell phones. We need to take note of what we buy because at some point we will seek reimbursement.
 - d. Even a once-monthly deep clean is costly
4. Add betel nut spitting into the document – consider providing spit buckets. But we already have a policy on betel nut chewing, we should just enforce it.
- a. Tell people “no spitting on campus” – it does not have to be addressed to betel nut
 - b. While we have a college policy on betel nut chewing, in Pohnpie there is a public law against chewing in public. Case by case – if we enforce it, even staff will be reprimanded.

Sometimes we can help ourselves – we don’t have to be asking for money from others for everything that we do. It is important we invest in our own health and safety.

- 1. Kosrae – sewing lady is helping with making masks. Green Banana Paper is also helping.

Comments/Upcoming Meeting Date & Time/Etc.:

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

Handouts/Documents Referenced:

COM-FSM COVID-19 Preventative Measures & Framework

College Web Site Link:

Prepared by:

Chelsea Rion

Date Distributed:

Approval of Minutes Process & Responses:

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Action by President:

Item #	Approved	Disapproved	Approved with conditions	Comments
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