

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

Meeting Group:	Emergency Management Team
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Date:	Time:	Location:
January 14, 2021	4:00PM Pohnpei Time	Zoom

Summary of Recommendations with Suggested Timeline & Responsibilities:
<ul style="list-style-type: none">• Upload PPE Inventory to the EMT Dropbox• State Campuses Submit EMPs• Submit EMT Recommendations to VPAS• Schedule a forum with FSM health for vaccine and testing information• Re-opening of National Campus and CTEC is scheduled for January 22, but dependent on Public Health updates of active case on the crew.

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 type="checkbox"/>	<input checked="" 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 type="checkbox"/>	<input checked="" type="checkbox"/>	
FMI Acting Dean	Tioti Teburea	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Director of IT	Shaun Suliol	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
CRE Director	Steven Young-Uhk	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Chief of Security & Safety	Terry Marcus	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Director of Student Life, EMT Secretary	Chelsea Rion	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Director of Maintenance	Ankie Mendiola	<input type="checkbox"/>	<input checked="" 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 checked="" type="checkbox"/>	<input type="checkbox"/>	
EMT Record Keeper	Ami Thoza	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
PPMO	Martin Mingii	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

Additional Attendees:	Serphin Ilesiyualo, Director of Yap UB
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Old Business

1. PPE Inventory for all campuses
2. EMP for each campus
3. EMT Recommendations to VPAS

New Business

1. National Government Covid-19 Updates for Pohnpei
2. Covid-19 Testing
3. Re-opening of Pohnpei Campuses

Agenda/Major Topics of Discussion:

Thank you to the faculty, staff and administration at National and CTEC for the quick response in moving to Condition 3 with a positive covid case on the ship. The implemented plans worked well, everyone reacted very quickly and we were able to adjust within one day.

Old Business

1. PPE Inventory
 - a. An email was sent for all items that are in stock. Should be shared in the EMT DropBox folder
 - b. State Campuses may need to send in campuses
 - c. Inventory stock of PPE and how long it will last should be identified so we can have a continually updated supply
 - d. Food and supplies being delivered to the NC secure area after closure, but with a specific date, time and location to not compromise the RH safety zone
 - e. Communication with Martin will be made to determine quantities needed of all supplies
2. EMP Plans for State Campuses
 - a. Have not been received from Campus Deans
 - b. Need to be on file
 - c. When we have a case we change from condition 4 to condition 3, nobody is permitted to be on campus. What will a campus do with students needing access to computer labs or the in-person science lab courses?
 - d. Having these plans written down and in place allows for easier implementation.
 - e. CTEC had a smooth transition, two security officers on campus, one fiscal officer and a couple instructors that had internet troubles at home. Maintenance supervisor is scheduled to come in for spot checks.
3. EMT Recommendations to VPAS
 - a. Recommendations are taking the format of an administrative unit review.
 - b. VPIEQA reviews the recommendations
 - c. Some of the recommendations go beyond the covid-19 emergency and give recommendation to the EMP as a whole.
 - d. Liaise with PH to develop an appropriate action plan
 - i. Shall Dr. Dacanay be our liaison with PH?
 - e. After an assessment, we as a unit submit the recommendations to VPAS who then submits to cabinet for final approval and action.
 - f. Recommendation made to amend the existing policy on the EMP
 - g. Grilly motions to accept the recommendations as is, Shaun seconds the motion – unanimous vote by all attendees. Recommendations are endorsed by the committee

New Business

1. Updates for case in Pohnpei
 - a. 4 health officials in quarantine taking care of the crew on the ship. Only one crew member has tested positive with no contact to the island.
 - b. Statistics billboard at government building is showing inaccurate data
 - c. President Panuelo's address he said face masks and social distancing are encouraged, not required. The College made the decision to enforce the social distancing and face masks for when the threat levels are low so when it becomes more serious it is easier to enforce and follow plans.
 - d. Reminder that the College will always take the stricter route of protection without infringing upon any civil rights. This stricter enforcement allows for easier transition to condition 3.
 - e. Appreciation and thanks from the Pohnpei governor and community for the College's example of swift action
2. Testing/ Vaccines

- a. As soon as Tier 1 and Tier 2 have received their vaccines, announcements will be made about how others will receive
 - b. Weekly doses are being shipped in.
 - c. FSM Health informed Acting President that the college is in Tier 2b of receiving the vaccine
 - d. Vaccines went out to Chuuk, Kosrae and Yap this week.
 - e. Testing is requested through Public Health if needed. Dr. Jim from Public Health plans to visit the National Campus to inspect quarantine area and make recommendations as needed.
 - f. Is there a community understanding of vaccines and testing? Proposal that Dr. Dacanay do an info session on vaccines and testing for the community.
 - i. Carter at FSM Health is the head of immunization for the nation
3. Reopening the Pohnpei Campuses
- a. Initially scheduled for January 22nd, the last day of the lockdown...
 - b. Public Health will make a follow up announcement on the current positive case and crew on ship
 - c. We will plan for 2 week lockdown and stay up to date

Miscellaneous

- 1. EMSS Office Hours
 - a. Online M-F 8-5PM Pohnpei Time
 - b. Students have accessed the virtual office for quicker turn-around time
 - c. Thank you IT for launching HelpDesk
 - d. Thank to bookstore for accommodating short notice of lockdown for RH students
- 2. Yap Campus is almost complete with EMP
- 3. Devices for students to do virtual learning
 - a. Computer lab turnover auctioning to be prioritized for students, but will still have acquire the softwares and other essential programs
 - b. A sub-group to brainstorm how to develop a computer rental system to those that need them.
 - i. Pearl Habuchmai Olter-Pelep has been nominated to this committee
 - ii. We should be encouraging students to use Pell Grant for investing into devices
 - c. Recommendation to hire an IT special contract for each campus through the CARES Act funding
 - i. This person will be accessible for troubleshooting on how to access certain features, getting started with programs and software.

Dean Grilly motioned to adjourn meeting, seconded by VPEMSS
 Meeting adjourned at 4:53PM

Comments/Upcoming Meeting Date & Time/Etc.:

Handouts/Documents Referenced:

College Web Site Link:

Prepared by:	Chelsea Rion	Date Distributed:	January 17, 2021
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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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