

## Community Colleges Vaccination Highlights:

✓ **Vaccine incentive:** after October 19, 2021 and no later than December 31, 2021, employee's leave accounts will be credited **one (1) personal leave day**. This personal leave day must be taken within the 2022 calendar year.

✓ **Anyone who wishes to retire by December 31, 2021 can do so regardless of vaccination status.** If an employee is not fully vaccinated by October 18, 2021 and has officially submitted retirement paperwork to DRS with the intent to retire by the end of the 2021 calendar year, the employee may use accrued leave or leave without pay until their retirement date.

### ✓ **A fair and consistent process**

- No unnecessary delays in the exemption process—employees will be provided with instructions and necessary exemption documents in a timely manner.
- If the Employer requires a second medical opinion in the exemption process, the Employer will cover all associated costs. The medical appointment, including travel time, will be considered work time.
- If an employee has initiated their exemption request by a target date established by the college/district, which may be no sooner than September 24, 2021, and cooperates with the process, and the exemption is still being reviewed on October 18, 2021, the employee will suffer **no loss in pay until the exemption and/or accommodation decision is provided.**
- If the exemption request is denied or an accommodation is not available, the employee may use a **combination of annual leave and leave without pay for up to 45 days to become fully vaccinated.**
- If an employee receives the first dose of the vaccination late and fails to become fully vaccinated by October 18, 2021, the employee may use **leave without pay for up to thirty (30) calendar days to become fully vaccinated and retains the right to return to their previous position or a vacant position in the same job class at their work location** provided the employee has become fully vaccinated.

### ✓ **Highest levels of confidentiality**

- Only HR staff or staff who are bound to protect confidential and sensitive information will handle and process exemption accommodation documentation.

- All information disclosed to the Employer in the verification, exemption and accommodation process will be kept confidential. This information will only be accessed by the Employer on a need-to-know basis.

#### ✓ Improvements to COVID-related leave

- If the Employer requires an employee to quarantine due to DOH, L&I or CDC guidelines and a remote alternative assignment is not available, the employee will be granted paid administrative leave.
- If the Employee is required to isolate due to testing positive for Covid-19 as a result of exposure in the workplace and a remote alternative assignment is not available, the employee will be granted three (3) days of paid administrative leave, during the 3-day L&I waiting period.
- If the employer requires an employee to get a Covid-19 test, it shall be done on the Employer's time and expense.
- When an employee tests positive using a rapid test at screening and is sent home to isolate and the confirmation test comes back negative, any use of accrued leave during the isolation period will be credited back to the employee's leave bank.

#### ✓ Highest levels of workplace safety

- The employer will take all feasible and reasonable precautions to protect the safety and health of its employees.
- The colleges/districts will track positive Covid-19 cases and known exposures at the workplace and follow all notice requirements.
- Effective and appropriately sized physical barriers, such as clear plastic sneeze guards, will be installed in public-facing service counters and/or desks, including but not limited to active student services counters, public safety offices, libraries, computer labs and other labs if instructionally viable, to be initiated by October 18, 2021.
- HVAC systems will be reviewed for possible updates with a minimum of MERV-13 filtration and/or UVC sterilization and increased ventilation pressure per OSHA and American Society of Heating, Refrigerating and Air-conditioning Engineers (ASHRAE) guidelines. Improvements will be made when possible. The Employer will provide timely updates on facility improvements and any plans for facility improvements.
- **Colleges/districts unable to comply with the above safety requirements will pay 2.5x the hourly rate to all employees required to report in person to their worksites until full compliance has been met.**

### **Vaccine access and education**

- The Employer must assist employees in identifying vaccination sites with available appointments upon request
- Time spent traveling to the vaccination site and time spent receiving the vaccine are considered hours worked
- The Employer will share vaccination rate data in a timely manner and partner with the union in targeting worksites for vaccine education and access

### **Staffing**

- Contingency plans will be shared with the Union and the Union will bargain over staffing impacts as soon as possible.
- Any emergency contracting out due to short staffing as result of this mandate will supplement and not supplant bargaining unit positions.
- Emergency contracting will be limited to sixty (60) days unless otherwise agreed to.