

FIRST OF ALL, THANK YOU.

To all employees of MCCS, thank you for all of the hard work that you have done to help us meet the needs of our community during this pandemic.

Thank you to the faculty for the inspiring work in preparing for the fall with new modes of instruction.

Thank you to the administrative and support employees who have worked to meet student needs in for example admissions and financial aid.

Thank you to the custodial and maintenance staff who are doing the invaluable work of cleaning and disinfecting and taking other steps to reduce spread.

WE ARE STRONGER TOGETHER

The COVID pandemic creates unprecedented challenges.

We are stronger and safer, and our students will be more successful if we can work together.

Our work is more important than ever. We are crucial to the restarting of the State.

Let us work together and commit to keeping each other safe.

LEARNING OBJECTIVES OF THIS TRAINING

- Understand symptoms of COVID-19 and what steps to take if you feel symptoms.
- Understand best practices and responsibilities to reduce and prevent exposure.
- Understand steps to mitigate spread as they apply to our college communities.
- Know your campus-designated representative to speak to concerning your symptoms or your concerns (such as colleagues not wearing masks).

KNOW THE SYMPTOMS OF COVID-19

(MAINE CDC – JULY 24, 2020)

- Cough
- Shortening of breath or difficulty breathing
- Fever (100.4°)
- Chills
- Repeated shaking with chills
- Muscle or body ache
- Headache
- Sore throat
- New loss of taste or smell
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

SYMPTOMS OF COVID-19

Symptoms may appear 2 – 14 days after exposure.

Monitor your symptoms daily.

If you are symptomatic, do not come to work.

HOW IS COVID-19 SPREAD?

The virus is believed to spread mainly from person-to-person

- Between people who are in close contact (within about 6 feet);
- Through respiratory droplets produced after an infected person coughs, sneezes or talks.
- These droplets can land in the mouths or noses of people who are nearby or possibly be inhaled into lungs.
- Spread may also occur by touching a surface or object that has the virus on it.

HOW IS COVID-19 SPREAD?

COVID-19 may be spread by people who are not showing any symptoms and who are not aware they pose a risk to anyone.

The more closely a person interacts with others and the longer that interaction, the higher the risk of COVID-19 spread.

HOW CAN YOU REDUCE THE RISK OF EXPOSURE?

Remember the 3 W's:

- Wear a mask.
- Wash your hands.
- Watch your distance.

REDUCING THE SPREAD

The CDC recommends masks as one of the best ways to reduce spread.

Studies show that masks work to reduce spread.

According to a study released July 14 and reported by the US CDC:

Among 139 clients exposed to 2 symptomatic hair stylists with confirmed COVID:

- No symptomatic secondary cases reported.
- Among 67 tests, all were negative.
- Both the stylists and the clients wore masks.

CLOTH FACE COVERINGS DEFINED

Disposable or cloth face coverings must be made of multiple layers of tightly woven fabric, fit snugly against the sides of the face, cover the nose, face and chin, and secure with ear loops or ties behind the head.

A properly fitting face covering allows for unrestricted breathing.

CLOTH FACE COVERINGS

Homemade and commercially manufactured masks that meet this definition are acceptable forms of face coverings.

Examples of face coverings that are **not acceptable** on MCCS property include:

1. Bandanas;
2. Neck gaiters; and
3. Masks with a valve or vent

Any person not wearing a face covering, or an acceptable face covering, where required will be asked to put one on or leave the location where a face covering is required.

REDUCING THE SPREAD (US CDC, UPDATED JULY 16, 2020)

- Since COVID-19 is spread through droplets, a mask will reduce risk to people around you by absorbing droplets that are exhaled.
- Clinical studies indicate cloth face coverings reduce the spray of droplets when worn over the nose and mouth.
- Cloth face coverings are most likely to reduce the spread of COVID-19 when they are widely used by people in public settings.

REDUCING THE SPREAD WEARING A MASK

Since COVID-19 can be spread by people who do not have symptoms, it is important for everyone to wear cloth face coverings in public settings and to practice social distancing.

- **You must wear a mask** when you are in a campus building (a mask is not required when you are alone in your office or in your dorm room).
- **You must wear a mask** when you are walking in the hallway, in the restroom, using the copier, in a public area (even if you are alone), or in any space that is not your own private space.
- A mask is not a substitute for social distancing.
- A face shield may be worn in addition to a mask, but is **not a substitute** for a mask, since a face shield will not absorb the wearer's exhaled droplets.
- **My mask protects you; your mask protects me.**

REDUCING THE SPREAD

- Launder your mask every day, or if using a disposable mask, discard it at the end of the day.
- Wash your hands after handling your mask.

REDUCING THE SPREAD

Wash Your Hands

Follow these steps:

1. Wet your hands with clean, running water, and apply soap.
2. Scrub hands for at least 20 seconds.
3. Rinse your hands thoroughly.

Washing hands is the best way to get rid of germs including the virus that causes COVID-19. If soap and water are not available, use an alcohol-based hand sanitizer that contains at least 60% ethanol or 70% isopropyl alcohol.

Avoid touching your eyes, nose and mouth with unwashed hands.

REDUCING THE SPREAD

Watching Your Distance

1. Keep a safe distance of at least 6 feet between yourself and other people who are not from your household.
2. Avoid crowded spaces and gatherings where it may be difficult to keep 6 feet of space between yourself and others.

REDUCING THE SPREAD

- Always cover your mouth and nose with a tissue when you cough or sneeze or use the inside of your elbow.
- Throw used tissues in the trash.
- Immediately wash your hands with soap and water for 20 seconds or use hand sanitizer.

REDUCING THE SPREAD

In addition to wearing, washing and watching:

- Clean and disinfect regularly touched surfaces daily.
- If surfaces are dirty, clean them with soap and water prior to disinfection.
- Use a disinfectant.

KEEPING PEOPLE HEALTHY

- If you are on campus and you have symptoms, go home and seek medical attention.
- If you have been in contact with a person with COVID-19, you should stay off campus and self-isolate in accordance with CDC guidance.

REDUCING THE SPREAD

People who test positive or people who Maine CDC asks to self-isolate should do so until:

- At least 10 days have passed since symptoms first appeared, AND
- At least 1 day (24 hours) has passed since recovery (no fever without the use of fever-reducing medications, AND
- Improvement in symptoms.
- Self-isolate means that you must separate yourself from others including members of your own household.

REDUCING THE SPREAD

If you experience the following, you must contact your supervisor:

- If you test positive for COVID-19.
- If you came into contact with a person who tested positive for COVID-19.
- If you experience symptoms without testing positive for COVID-19.
- You may be asked to remain off campus pending resolution, and in accordance with CDC guidelines.

REDUCING THE SPREAD

If you have questions about COVID-19 or you are unable for any reason to reach your supervisor, please contact the appropriate person:

AT SMCC: Tiffany Bentley, 741-5610	AT CMCC: Mary Kozicki LaFontaine, 705-1524	AT YCCC: Jason Arey, 216-4444
AT EMCC: Jody MacDonald, 974-4633	AT KVCC: Kevin Casey, 877-4555	AT WCCC: Tina Erskine, 454-1002
AT NMCC: Mike Williams, 768-2712	AT MCCS: Rob Nadeau, 629-4009	

Help prevent the spread of respiratory diseases like COVID-19.

Avoid close contact with people who are sick.



Cover your cough or sneeze with a tissue, then throw the tissue in the trash.



Avoid touching your eyes, nose, and mouth.



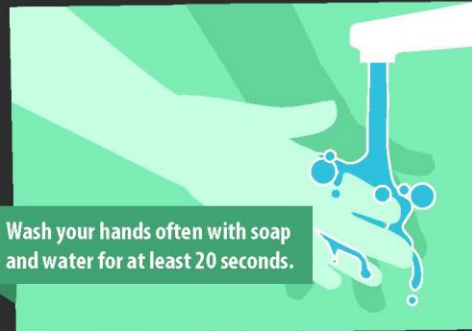
Clean and disinfect frequently touched objects and surfaces.



Stay home when you are sick, except to get medical care.



Wash your hands often with soap and water for at least 20 seconds.



For more information: www.cdc.gov/COVID19

<https://www.maine.gov/doe/covid-19/stopspreadofgerms>

TRAVEL CONSIDERATIONS

- There is no out-of-state, work-related travel permitted by any college at this time.
- Travel guidance from the state will change and will be updated accordingly.

TRAVEL CONSIDERATIONS

Persons who are fully vaccinated or have recently recovered from COVID-19 are not subject to any COVID-19 restrictions upon entry to Maine. Persons who are not fully vaccinated or recently recovered from COVID-19 and who traveled to a state other than New Hampshire, Massachusetts, Vermont or Rhode Island must quarantine for 10 days or receive a negative COVID-19 test result upon entry to Maine.

Quarantine means you need to separate yourself from others by staying at home for ten days because you may have been exposed to COVID-19 but are not currently symptomatic. While in quarantine, you can have contact only with members of your household and you may not leave the house other than to engage in outdoor exercise activities while maintaining physical distance from others. This measure serves to keep the public, including friends, family, and co-workers, safe from persons who may be infected with the virus.

If you are not fully vaccinated or recently recovered from COVID-19, and you travel to a state other than ones listed above, you must quarantine for 10 days or receive a negative COVID-19 test result following entry to Maine. You must quarantine while awaiting a test result. You must also notify your supervisor of your travel.

MCCS HAS TAKEN STEPS TO REDUCE THE SPREAD

- Transitioning so that classes that can be delivered online, will be online.
- Implementing enhanced cleaning regimens with OSHA approved products and methods, consistent with guidance issued by the CDC.
- Making hand sanitizer and cleaning products available throughout buildings, in workspaces and classrooms/labs for use by students and employees.
- Requesting students and employees wipe down frequently used surfaces in shared spaces before and after each use.

MCCS STEPS TO REDUCE THE SPREAD

- Installing physical barriers and signage.
- Upgrading air handling filtration systems as feasible.
- Removing and rearranging of furniture to facilitate physical distancing.
- Minimizing the number of students and employees on campus, in workspaces and in classrooms/labs.
- Implementing use of app to help members of our community monitor symptoms.
- Imposing numerous new conditions on students residing in campus housing.
- Working closely with Maine CDC and state officials to reduce the risk of infection on our campuses.

WE ARE IN THIS TOGETHER.

Although the colleges have taken many steps to mitigate the risks of transmission of the virus on campus, we need the cooperation of everyone on campus to assist in this effort for the sake of the health of ourselves, our families, our students and the communities in which the colleges are located.

We are stronger and safer if we work together.

WE ARE IN THIS TOGETHER.

Faculty are asked to:

- Take attendance at every class to assist with contract tracing.
- Make sure students are socially distancing and wearing a mask, and encourage hand washing in classroom situations where possible.

WE'RE IN THIS TOGETHER

All employees who are on campus or System property are expected to commit to the following:

1. Take responsibility for your health and safety.
2. Monitor daily for symptoms of COVID-19.
3. Stay home if you feel ill, have any symptoms of COVID-19 or after close contact (within 6 feet for more than 15 minutes) with anyone who has symptoms or has tested positive for COVID-19;
4. Wear a disposable or cloth face mask made of multiple layers of tightly woven fabric that fits snugly against the face, covers the nose, mouth and chin and secures with ear loops or ties behind the head in all College indoor public and shared spaces, and outdoors on campus whenever physical distancing is difficult to maintain;
5. Maintain a physical distance of at least six feet from any other person on campus at all times, except when difficult to maintain due to course or job requirements;

WE'RE IN IT TOGETHER

6. Frequently wash hands with soap and water for at least 20 seconds or use hand sanitizer and rub vigorously for 30 seconds when soap and water are not available;
7. Wipe down high use common surfaces in your work area before and after each use with cleaning products provided by the college;
8. Diligently observe COVID-19 related signage and directives issued by the College;
9. Cooperate with requests for testing and test results, contact tracing and other state or federal public health protocols necessary to prevent the spread of COVID-19 on campus; and
10. Encourage other members of the College community to take these actions in order to help reduce the risk of spread of COVID-19 on campus and in the community.

THANK YOU!

Once again, we would like to thank everyone for their collective efforts in making it possible for the colleges to open, and to remain open, during these challenging times.