Office of the
Vice President &
Chancellor
WASHINGTON STATE UNIVERSITY
HEALTH SCIENCES SPOKANE

March 24, 2020

Our Campus Response to COVID-19: Inslee's order, essential staff, building access and the Clery Act

Dear Colleagues,

Highlights of this communication:

- Supervisors communicating with essential staff
- The sooner the better for non-essential staff to grab needed items from campus
- Communicating our process, per the Clery Act, for when we receive a report of suspect or confirmed COVID-19
- Reminder for diligence and vigilance

The WSU Health Leadership Team was able to meet virtually this afternoon and further discuss Governor Inslee's "Stay Home, Stay Healthy" order and potential impacts to our campus. Leadership made good progress in confirming who we consider to be our essential workforce: a limited number of staff representing facilities, security, finance, human resources and research. Supervisors in these areas will be communicating with staff accordingly. WSU Health Sciences Spokane (WSU Spokane) Security will keep the official list of essential personnel to aid in keeping our campus in compliance with the order.

Buildings on campus are currently locked, but still accessible with ID card. We are aware that a number of staff need to enter buildings in the next few days to retrieve items necessary to work from home. The sooner non-essential staff can retrieve items, the better. Please notify

your manager of your intent to enter building. Please consider your daily routines and think about bringing plants home, cleaning used dishes, emptying refrigerators of perishable items, etc.

Otherwise, as the COVID-19 situation continues to unfold, and with knowledge that our community is bracing for more confirmed cases, it follows that members of our campus community will be touched by positive results, either theirs or loved ones. I am asking you to keep these individuals in your thoughts so we can collectively rely on each other's strength in these unprecedented times.

I also want to reiterate our process for when we receive reports of positive COVID-19 test results. Communicating our process is important given our responsibilities under the Clery Act, which, among other things, requires colleges and universities to determine whether there are serious threats to the health and safety of the campus.

If there is a report of suspect or confirmed case of COVID-19:

- It is our expectation that faculty and staff who receive a report of a positive test result communicate this information to their dean or respective leadership. In turn, these individuals should notify the vice president/chancellor's office.
- The vice president/chancellor's office works with members of the campus Incident Command System (ICS) team to confirm the information with Spokane Regional Health District (SRHD).
- SRHD remains the agency responsible for confirming a positive case, as applicable and appropriate, with the campus ICS.
- In the event of a positive COVID-19 case specific to a student, staff or faculty member, the campus ICS team will follow SRHD guidance specific to case investigation and notification. Only those individuals who were potentially exposed will receive notification and instructions on next steps. We will not issue campus-wide messaging regarding suspect or confirmed cases unless instructed to do so as part of SRHD's case investigation.
- WSU Spokane custodial staff will continue to take precautionary measures to clean and disinfect many areas on campus, including deep cleaning of areas potentially affected by a suspect or confirmed case.
- The campus ICS team also remains in close contact with the WSU system ICS team and collaborates with them closely on matters involving operations and communications.

Lastly, I want to again reiterate that our campus community should remain vigilant in protecting their health:

- Stay home - please abide by the governor's orders to stay home, except for needed visits to the grocery store or medical providers.
- If you have coronavirus symptoms - fever, cough and shortness of breath - contact your health care provider.
- Wash your hands with soap and water for at least 20 seconds and use alcohol-based sanitizer frequently

- Avoid touching your mouth, nose and eyes with unwashed hands
- Cover your coughs and sneezes by coughing into your elbow or a tissue
- Frequently clean and disinfect high-touch and common surfaces
- Enhance social distancing (more than 6 feet)
- Stay away from people who are sick

For the most up-to-date announcements and information regarding WSU's response to COVID-19, visit wsu.edu/covid-19.

Our diligence to good health for ourselves and our community, and our ability to take care of ourselves and each other, will get us through this.

Sincerely,

Daryll DeWald
Vice President and Chancellor
WSU Health Sciences Spokane