

AFSCME COVID-19 Health and Safety Package Proposal
August 28, 2020

1) Testing

- a) All employees and students shall be tested for COVID19 upon their return to campus. If employees have been at work this entire time they shall be tested immediately.
- b) Five days after students have returned to campus the University shall test all employees for a second time. Additional testing shall be conducted with all employees and students every two weeks.
- c) The USM shall utilize rapid and non-invasive tests.

2) PPE and Disinfectant

- a) All employees shall be provided with a N95 respirators daily until there is vaccine for COVID19. Everyone on campus must wear a facemask properly (completely covering both nose and mouth) to enter any building.
- b) All employees shall be provided disposable nitrile gloves daily, with certain departments including, but not limited to residential facilities, and facilities management having a new pair of gloves every half an hour or less.
- c) Staff in residence facilities, facilities management, and the health centers shall be providing employees with face shields, shoe coverings and fluid resistant or fluid impermeable gowns.
- d) EPA-approved chemicals, including but not limited to sanitizer with at least 60% alcohol, must be made available to all employees at all times, for them to perform their duties safely.
- e) A bi-weekly written update shall be provided to AFSCME stewards” detailing all PPE and cleaning supplies on hand as well as those in the supply chain, including those on order.

3) Social Distancing:

- a. Prior to the return of students, all physical environments should be assessed to assure that recommended social distancing is feasible.
- f) Outside spaces should be used to the extent feasible (weather permitting) to reduce the risk of potential airborne transmission of the virus.
- g) A plan for strong and consistent enforcement of physical distancing rules should be developed and implemented before students return to campus.

- h) Signage informing/reminding all campus members of the mandate and enforcement of social distancing and face mask should be placed at the entrance to all buildings and in all high travel public spaces, including all restrooms and areas where students gather/socialize.
- i) All employees must be given written instructions about how to report and seek assistance in the event that campus members fail to keep social distance and wear masks once they enter buildings.

4) Building Ventilation:

- a. Universities shall provide the union a copy of the campus and building plans to assure optimal ventilation in buildings/spaces.

5) Screenings

- a) Everyone shall follow screening protocols on campus (see attached for details).
- b) Screeners shall be designated as full time work and be provided full PPE (N95 masks, gown, shoe covering, face shield) as well as digital thermometers.
- c) No faculty, staff, student, guest, contractor, etc.) will be allowed to enter a campus building unless properly wearing a mask and screened.
- d) Screenings shall be conducted in the preferred language of those being screened.

6) Quarantine

- a) Employees may opt out of working in a quarantine facility
- b) Employees working in or on a quarantine facility shall receive enhanced PPE daily.
- c) Employees working in or on a quarantine facility shall be compensated at a rate of double time (both for hourly and salaried employees).
- d) Employees working in or on a quarantine facility shall have an alternate work location (outside of the quarantine area if not there during all of their work hours) during the term of the pandemic to minimize potential spread of COVID19.

7) Workplace policies

- a) Any changed or new workplace policy shall be bargained with AFSCME
- b) These policies include health and safety as well as any policy that has any impact or effects on unionized employees.

8) Training

a) Education and training are essential tools for assuring the safety and productivity of all staff. Another role of education and training is to provide staff with a greater understanding of new workplace policies and changes, and the provide staff to contribute their expertise about their work to the development and implementation of policies and procedures. The training should include a forum and time for AFSCME staff to speak to staff about SARS-Cov-2 prevention.

b) Specifically, this education and training should include:

Staff should receive, at minimum, awareness training on cleaning and disinfection products used in the workplace; proper hand washing; physical distancing and other workplace protections; and all related policies and procedures. All staff shall receive training that includes proper use of disinfectants, cleaners, PPE, disposal and all precautionary measures.

Knowledge and skills needed to do their work safely and avoid exposure to SARS-Cov-2/other recognized work hazards. This training at a minimum should include: cleaning and disinfection products used in the workplace and use of these projects; proper hand washing; physical distancing, PPE use and disposal, and other workplace protections; and all related policies and procedures.

- Awareness and understanding of policies and procedures and how to identify, report and control exposure to SARS-Cov-2.
 - Specialized training when their work involves unique hazards.
- c) Opportunities for AFSCME members to be involved in campus committees addressing SARS-Cov-2. All trainings shall be made available in the preferred language of each employee
 - d) Copies of all training materials, pamphlets, online trainings, curriculums, etc. shall be given to the AFSCME.

9) Telework

- a) To the extent it is feasible and practicable, employees who have been able to telework shall continue to do so.

10) Childcare

- a) Due to the COVID-19 pandemic childcare and school has been seriously curtailed or closed across Maryland
- b) An employees' childcare situation and its effects shall not be used to discipline, suspend, layoff, or terminate an employee.
- c) The USM must bargain a comprehensive childcare policy with AFSCME.

11) Communications

- b) Workers and employers should collaborate and designate an effective means of communicating information on new workplace policies and changes prior to reopening and upon resuming operations. Develop a communication policy that establishes formal and informal routes of communication for staff to express concerns, questions, comments and feedback.
- c) Consistent communication should include information on disinfection schedules, reporting policies for symptomatic staff, sick leave policies and health and safety protections in place.
- d) Communication on changes in hours of operations and building closures or limited building access will be required. If the workplace is in a multi-tenant location, a communication vehicle with other tenants to inform of potential and confirmed COVID-19 cases present in the building should be established.
- e) Forms of leave included but limited to COVID 19 leave (federal or as a new extended version for USM schools) and COVID 19 FMLA(federal or as a new extended version for USM schools) must be explained to people over a variety platforms and technologies. People who don't have access to email and/or the internet need to be able to apply for these and other leaves on an emergency basis.
- f) Any change in work schedule must be communicated in writing per the notification requirements or at least 72 hours in advance (whichever is longer) and for what reason. These

communications must also note whether work is voluntary or mandatory.

- g) Emails, Text messages, and flyer must be sent in the preferred language of each employee.
- h) The union, AFSCME Council 3 and AFSCME USM locals shall be formally notified of any COVID positive people (by job title/student status and location where they work/study/live on campus, related building or room closures and deep cleanings, or any changes related to health and safety issues (including but not limited to trainings, PPE, tests, screenings, policies, etc.).

12) At-risk employees and potential infected employees

- a) No staff or faculty who cares for an immuno-compromised person, is immuno-compromised considered by CDC guidance to be high-risk for COVID-19 (including those over the age of 60 or having other conditions/characteristics) will be required to work on campus.
- b) At risk, employees, including those with underlying health conditions may be re-assigned to safer locations or telework so that they may continue to work.
- c) Employees who fail a screening shall self-quarantine and receive special COVID-19 leave (federal or as a new extended version for USM schools).
- d) Employees who test positive for COVID-19 or lives with someone who tests positive for COVID-19 shall receive special COVID-19 leave (federal or as a new extended version for USM schools).
- e) Employees identified who have been exposed to COVID-19 shall quarantine for 14 days and receive special COVID-19 leave (federal or as a new extended version for USM schools).
- f) The USM shall transfer all time in the leave reserve fund to a system wide leave bank. The leave bank will be administered similarly to the state of Maryland's and UMBC's leave bank. Employees may use the leave in the bank when they exhaust their own.