

Districts Mutual Insurance
DMI Presents...Pandemic Preparedness
May 5, 2009 – 9:00 a.m.

Members Present: (BTC); (CVTC); (GTC); (MSTC); (MPTC); (MATC-Milw); (NATC); (NTC); (NWTC); (SWTC); (WCTC); (WTC); (WITC); Steven Stoeger-Moore (DMI)

Facilitator: Tim Greene (WCTC)

Recorder: Geri Justinger (DMI)

The meeting was called to order at 9:00 a.m.

1. Introductions

Mr. Stoeger-Moore stated that DMI saw a need for the Districts to get together and ask questions of each another regarding the H1N1 (Swine) flu situation. This DMI Presents...teleconference is in response to that need. Mr. Tim Greene (WCTC) will be facilitating the conversation for the group today.

2. Pandemic Preparedness

Mr. Greene spoke with the group regarding Pandemic Preparedness Plans. He spoke to the group about the level 5 World Health Organization status. He spoke with the group about the assessment process. He stated that at WCTC hand sanitizers have been distributed in common areas and that and bleach wipes are being used in computer labs and areas with hard surfaces – they give these to the staff and they have “control” of the use. MATC-Milwaukee is doing similarly will be adding disinfectant sprayers to their bathrooms. Several Districts stated that there have been some “shortages” of hand sanitizers and bleach wipes. It was stated that cleaning staff needs to be aware of leaving areas with gloves on and contaminating other areas. A question was asked about if a specific hand sanitizer is recommended for this particular strain. One of the Districts stated that they are using a 3M product (they have a coverage chart available for their products) and are depending on their vendor to provide the best information. WCTC stated that they currently use a sanitizer that covers Hepatitis and are comfortable with that coverage.

Mr. Greene stated that administrative and IT staff have begun developing plans on ways to work from home and have begun to test these plans. MPTC stated that their plan was planned at 50% “loss” level. Mr. Greene stated that they have different plans based on 30% and 60% “loss” levels. He also stated that WCTC has had a lot of thoughts about cross-training and how personnel will “fill-in” for those that are out – not only in this situation but in other extended absences. There was a comment that many of the plans are being re-evaluated as many are finding that some of the portions of the plans do not need to be implemented.

NWTC stated that they had people go home with “flu-like” symptoms – Mr. McNulty stated that they told the affected departments to let everyone know that the sanitizers and bleach wipes are available and that someone in their area has left with “flu-like” symptoms but that it should be treated similar to seasonal flu. NTC, SWTC, MPTC stated that they are in contact with local Health Department and they have been told that if there is a student or employees are confirmed or probable H1N1 the Health

Department will likely advise them to close. The consensus of the group is that most Districts are not planning on closing (at this point) unless advised by their local Health Departments.

There was a question from MATC-Milwaukee about how grading is handled when a student has been asked to stay home. Mr. Greene stated that they have encouraged the staff to enforce their attendance policy all year and if a particular student has not abused the attendance policy in the past and has completed work in a timely manner – it is likely that their absence would not affect them very much – however if a student has not had good attendance or has missed several assignments it will likely be more of an issue. Mr. McNulty stated that their Health Department has provided them with letters on their letterhead explaining why a person needs to leave – they have given access to this letter to their staff in case of any resistance to a request to leave. WCTC has stated that their plan calls for a suspension their absence policy. NWTC has stated that they have informed staff to not penalize students for absences at this point. There was a question asked about Colleges with multiple campuses – if one was closed would you close all the campuses? Several locations stated that they would close dependant on the local Health Department’s recommendations. NATC stated that they have decided that if one location closes they will close all seven (7) campuses due to the interaction between the campuses. There was another question regarding the attendance policy being suspended and how it would affect the various unions and groups. At WCTC their policy states that they would pay full salary for two (2) weeks – if WCTC remains closed their pay would then be based on available vacation time, personal days, and sick leave – if the closing would extend beyond their available “paid” time off they would become unpaid.

A question was asked regarding graduation ceremonies. Some Districts have begun talks about contingency plans. Mr. Stoeger-Moore stated that on the URMIA listserv there have been some good resources regarding graduation – following are those links:

<http://www.nbclosangeles.com/health/topics/LA-OC-Health-Officials-Take-Precautions.html>

<http://www.rims.org/resources/BusinessContinuityandPandemics/Pages/default.aspx>

<http://www.cdc.gov/swineflu/>

<http://www.who.int/csr/disease/swineflu/en/index.html>

Mr. Lanier has stated that how the terminology used is very critical to any plan and to controlling “fear” of the situation. Mr. Greene stated that they have reminded their Health Program students to make sure they are following procedures to keep themselves safe. WITC stated that they had a “Pandemic Drill” a few months ago and that it was good practice. Mr. Greene gave the www.pandemic.wisconsin.gov website as a good reference for information. Several Districts stated that “panic mode” needs to be kept in check - it was suggested that at this point this outbreak should be treated like any other seasonal flu outbreak. Mr. McNulty stated that “pandemic” merely refers to the widespread location of the virus and that in the US nearly 100 people a day die from seasonal flu (during the season) annually. Mr. Greene stated at WCTC they have sent a letter to their Board members informing them of what steps WCTC has taken to help keep them informed.

WCTC has stated that they have been utilizing the International SOS to evaluate travel. MATC-Madison has cancelled one trip scheduled for May-June, they are currently closely observing a trip scheduled for July. WCTC has an exchange student that had been in Mexico – that student has been asked to stay at home for some time before they are integrated into classes. Another location stated that they have a student that is a parent of a student that recently returned from Mexico – that student has been asked to stay at home for 7 days before returning to classes.

Mr. Greene stated the feeling is that the version of the H1N1 virus that is in the US seems to be weaker than the version that hit Mexico. He further stated that health officials are currently working on developing a vaccine for the H1N1 virus to be included in the flu shots for this fall – it has not been determined if this will occur.

Mr. Stoeger-Moore thanked the group for their participation and asked them to forward any questions, concerns, or information to be shared to him so that it can be distributed to the group steve@districtsmutualinsurance.com.

3. Adjourn at 10:00 a.m.

Respectfully submitted,

Geri A. Justinger
DMI Administrative Consultant