



# COVID-19 Sharing Session

June 29<sup>th</sup>, 2020



# Warm Up Activity

# Where in the World Is...?

# Objectives

- Gather feedback from county leaders on potential workgroups in response to COVID-19, as we think about how to adapt our work
- Provide opportunity for county leaders to share and learn from one another

# COVID-19 Response Workgroups

- Opportunity for SO and counties to work together to identify solutions and strategies to respond to COVID-19
- Facilitated by State Office Staff
- All staff are welcome to participate

# Existing Workgroups

- PA Leads
- Youth Engagement
- Joint Curriculum Committee

# New Workgroups: Timelines

- Short term: 4-6 weeks, by beginning of August
- Medium term: 6-12 weeks, by mid-Sept
- Long term: several months likely extend through part or all of FFY2021

# C-19 Short Term Workgroups

Workgroup	Description
<b>Promotional Materials</b>	Create standardized or template materials highlighting the services we can provide during COVID-19. Includes different models for direct education delivery and PSE supports.
<b>Equity and Access</b>	Identify strategies to ensure all SNAP-Ed eligible communities in our counties have access to the resources we develop. Share strategies with other workgroups.

# C-19 Medium Term Working Groups

Workgroup	Description
<b>Gardens</b>	Identify opportunities and best practices to continue to support gardens during COVID-19
<b>SLM</b>	Identify opportunities and best practices to continue to support SLM during COVID-19. Modify materials to meet the needs of schools and School Nutrition Services (SNS). Develop training materials for SNS staff or classroom teachers(?)
<b>ECE</b>	Identify opportunities and best practices to engage and provide support to ECE partners during COVID-19



# C –19 Medium Term Workgroups

Workgroup	Description
<b>Adult/ Community</b>	Identify opportunities to engage and provide support to adult and community partners during COVID-19
<b>School Wellness Policy</b>	Identify opportunities and develop materials to support schools and districts in strengthening and implementing SWP during COVID-19. Specifically, focus on Social-Emotional Learning and Trauma Informed Care for students during times of crises.
<b>Evaluation</b>	Determine and/or test how to continue evaluating programs during COVID-19

# C-19 Long Term Workgroups


Workgroup	Description
<b>Social Media/ Messaging</b>	Develop and offer coordinated Social Media messaging by month or quarter
<b>Parent Engagement</b>	Identify/develop more materials with parents as the intended audience for more intentional parent engagement strategies during distance learning

# Work Group to Develop Educator Self-Assessment Tool

Shannon Klisch, UCCE San Luis Obispo/Santa Barbara

New hires: basic knowledge/competencies

Annual: areas for professional development

A dark, irregularly shaped graphic with a splatter effect, containing white text. The graphic is centered on a white background and has a rough, ink-like texture. The text is in a bold, sans-serif font.

**Do you have any  
additional feedback  
on the workgroups?**



**In your  
opinion, what  
should our  
next steps be?**

### **Our Thoughts:**

- Assign SO staff to coordinate working groups
- Create a sign-up sheet for volunteers- similar to curriculum sign up sheet
- Establish expectations
  - Time commitment
  - Frequency of meetings
  - Group size



# Steps to Re-Opening and In-Person DE Activities – Shasta Cluster

# Steps to Re-Opening and In-Person DE Activities – Shasta Cluster

- Prepare Operating Procedures Document (for office & sites)
- Submit Plans to Brian Oatman (ANR Risk & Safety Services)
- Present Plans to State Office
- After Approval, Present to Staff
- Staff Acknowledgement
- Meet with sites, go over procedures and expectations (from them and UC Staff)
- Back in Action, Using Caution





# Operating Procedures for Office

1. Do not come to work or participate in any in-person ANR activities if sick (frequent cough, fever, difficulty breathing, chills, muscle pain, headache, sore throat, recent loss of taste or smell) or if you or someone you have been in contact with has been diagnosed with COVID-19.
2. Always maintain six feet of distance between people at all times .
3. Wear face coverings (cloth or paper masks, cloth bandanas, etc.) when six feet of separation between people cannot be maintained.
4. No group meetings/gatherings/events with more than 10 persons.
5. Maintain sanitary practices – frequently clean and disinfect workspaces and equipment, wash hands often, and use hand sanitizer.
6. UCANR Employees must fill out their online survey before 8 am on each day they are working.
7. There will be a sign in log for employees, volunteers and visitors that will need to be filled out daily (note for at least the next two weeks, we will not have volunteers/visitors in the office).
8. Each UCANR Employee engaged in offsite in-person programming must retain an individual contact log to record close contacts while at work (within 6 feet for 10 minutes or more)
9. No congregating in the break area
10. Try to complete all copies and scanning needed at the same time to minimize use and wipe down the machine after use.
11. Restrooms are to be wiped down at the end of each workday.
12. Avoid sharing a vehicle for any essential job-related duties. If you do share a vehicle, face coverings must be worn.
13. The Shasta Office will be split into two teams and stagger work days in the office: Team “Apple” will consist of Lori Coker, Kim Stempien and Supervisor Shawnice Sellers work a M, W schedule and Team “Banana” will consist of Tami Sandeen, Monique Bittner and Supervisor Chanelle Vincelli and will work a T, TH schedule.  
\*Please note that Supervisors Shawnice Sellers and Chanelle Vincelli may switch days as needed to meet the needs of the program and employees.



# Operating Procedures for Sites

1. Do not come to work or participate in any in-person ANR activities if sick (frequent cough, fever, difficulty breathing, chills, muscle pain, headache, sore throat, recent loss of taste or smell) or if you or someone you have been in contact with has been diagnosed with COVID-19.
2. Always maintain six feet of distance between people at all times.
3. Wear face coverings (cloth or paper masks, cloth bandanas, etc.) when six feet of separation between people cannot be maintained.
4. No group meetings/gatherings/events with more than 10 persons.
5. Maintain sanitary practices – frequently clean and disinfect equipment, wash hands often, and use hand sanitizer.
6. UCANR Employees must fill out their online survey before 8 am on each day they are working or planning site visits/field work.
7. There will be a sign in log for employees, volunteers and visitors that will need to be filled out daily.
8. Each UCANR Employee engaged in offsite in-person programming must retain an individual contact log to record close contacts while at work (within 6 feet for 10 minutes or more)
9. No Food Tastings/Food Demos provided to participants until further notice.
10. Any paper handouts/lesson enhancement materials will only be handled after hands are washed and sanitized.
11. Avoid sharing a vehicle for any essential job-related duties. If you do share a vehicle, face coverings must be worn.
12. If for any reason a site is not following proper safety guidelines/procedures that are agreed upon, staff will leave the site.

# Example Expectations from site meeting

## Our Safety Guidelines/ Protocols for UC Staff & Sites:

1. Staff will not come to work/sites if sick (frequent cough, fever, difficulty breathing, chills, muscle pain, headache, sore throat, recent loss of taste or smell) or if they have been in contact with anyone who has been diagnosed with COVID-19. Additionally staff have to complete a daily survey to confirm they are "symptom free". \*Redding Parks & Rec will be doing Temperature Checks.
2. Always maintain six feet of distance between people at all times.
3. Staff must wear face coverings (cloth or paper masks, cloth bandanas, etc.) when six feet of separation between people cannot be maintained.
4. No group meetings/gatherings/events with more than 10 persons.
5. Maintain sanitary practices – frequently clean and disinfect equipment, wash hands often, and use hand sanitizer. All equipment will be properly cleaned and sanitized before use/after use.
6. Each UC staff engaged in offsite in-person programming must retain an individual contact log to record close contacts while at work (within 6 feet for 10 minutes or more).
7. No Food Tastings/Food Demos provided to participants until further notice.
8. If for any reason a site is not following proper safety guidelines/procedures that are agreed upon, staff will leave the site.

If you have any questions of concerns, please contact Supervisor Shawnice Sellers at [snsellers@ucanr.edu](mailto:snsellers@ucanr.edu) or by phone (530) 224-4367.



# Staff Acknowledgement

**Date:** Monday, June 1, 2020 2:13:24 PM

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Hi ladies,

I have read in full and understand the COVID19 Return-to-Work document, forms and plan required for a safe return to work.

Thank you for all your help in this regard.

Best of health to you,

**Subject:** Safety Standards for resuming in-person activity Acknowledgement  
**Date:** Monday, June 1, 2020 9:56:55 AM  
**Attachments:** [image001.png](#)

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I read the UCANR document: UC AGRICULTURE AND NATURAL RESOURCES SAFETY STANDARDS FOR RESUMING IN-PERSON ACTIVITY.

**Date:** Thursday, May 28, 2020 2:08:25 PM  
**Attachments:** [Outlook-v45kffz.png](#)

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Good Afternoon,

I Tami Sandeen have read the Return to Work Guidelines on May 28th, 2020.

Thank You,



# Best Practices

- Plan and Discuss with your Advisor (if applicable) and County Director
- Contact Tracing Logs with staff *(to have available and fill out when needed)*
- Be Prepared!
- Think outside the box *(within reason)*
  - Anticipate potential roadblocks
  - Troubleshoot & problem solve
  - Don't be afraid to go back to drawing board

# Thank You!

**Contact Information:  
Shawnice Sellers  
Supervisor II  
UCCE Shasta**

**Serving Shasta, Tehama & Trinity Counties**

**[snsellers@ucanr.edu](mailto:snsellers@ucanr.edu)**

**(530) 224-4367**





**Since the last call,  
have you heard any  
updates from your  
partners regarding  
program  
implementation?**

# Questions?



designed by freepik

**THANK YOU!**

