

DATE: **August 31, 2021**

TO: SRJC Employees attending the Santa Rosa Campus at the Facilities Operations Office on 8/12/21 and 8/23/21

WORKPLACE: Facilities Operations Office on 8/12/21 and 8/23/21

SUBJECT: Employee Notification of Potential Workplace Exposure to COVID-19-Individual

SRJC has been made aware that an individual at the Santa Rosa Campus who was attending class or working in the Facilities Operations Office on 8/12/2021 and 8/23/21 has tested positive for COVID-19. There is no evidence that transmission occurred on campus. The individual is receiving medical care, and those who may have had close contact with them have been notified.

The college's approved on-campus activities and in-person instruction follow the strictest protocols to help ensure the health and safety of all SRJC employees and students. All spaces are sanitized regularly, and the spaces accessed by the individual have been thoroughly disinfected in accordance with COVID-19 protocols, which are available for review in the [SRJC Plan for a Safe Return to Campus](#).

Please remember that anyone who has tested positive for COVID-19 or is feeling ill should not come onto campus and should self-quarantine. Employees are asked to report potential exposures, including self-exposure to their supervising administrator or to Human Resources' Employee Health and Safety at 707-527-4803 or [ehsweb@santarosa.edu](mailto:ehsweb@santarosa.edu). Reports that employees receive from students should be reported to their supervising administrator. Student Health Services is also available provide additional support to students and can be reached at 707-527-4445 or [studenthealthservices@santarosa.edu](mailto:studenthealthservices@santarosa.edu).

SRJC supports vaccination as an effective method for preventing both transmission and serious illness or death from COVID-19. If you are not vaccinated, please consider getting vaccinated against COVID-19. Please contact either [SRJC Student Health Services](#), your personal medical provider, or the county health department to schedule a COVID-19 vaccination appointment.

If an employee is determined to have had close contact related to this exposure incident at work, a US Food and Drug Administration (FDA) approved test shall be provided at no cost to the employee during their working hours. Regardless of vaccination status, all individuals who have close contact exposure to a COVID-positive individual are advised to seek medical attention and to test for COVID-19.

For District provided [employee leave rights and benefits](#) see the [Employee Health and Safety COVID-19 Prevention Program webpage](#).

If you have any questions or concerns please contact Robin McHale, Human Resources Manager, Employee Health and Safety at [rmchale@santarosa.edu](mailto:rmchale@santarosa.edu) or (707) 524-1507. Alternatively, you may contact Gene Durand, Vice President, Human Resources. Gene is available at (707) 527-4860 or [gdurand@santarosa.edu](mailto:gdurand@santarosa.edu).

Thank you for your attention to this matter.