

Lee College COVID-19 Risk Levels

Issued by the Lee College Safety Committee
September 14, 2020

In alignment with federal, state, and county guidance for reopening, Lee College has developed a phased process for reopening the college. This system defines four levels of risk: **1: RED**, **2: ORANGE**, **3: YELLOW**, and **4: GREEN** — as well as the Harris County and Lee College response.

Risk Level: Red

Level 1: Severe Uncontrolled Community Transmission	Harris County	Lee College
<ol style="list-style-type: none"> 1. The number of new cases each day is very large and rapidly growing. 2. A very high percentage of COVID-19 tests in the region come back positive. 3. The number of occupied ICU hospital beds exceeds normal capacity. 	<ol style="list-style-type: none"> 1. Stay home, except for essential activities. 2. Avoid and cancel all gatherings of any size. 3. All vulnerable individuals (65+ or with pre-existing health conditions) stay home when possible. 4. Self-quarantine responsibly for 14 days if in close and prolonged contact with someone who has tested positive with COVID-19. 5. Wear face coverings to protect others. 6. Essential workers practice special precautions to prevent spread. 7. Avoid non-essential business and personal travel. Follow state guidance for quarantine after visiting certain locations. 8. Avoid public transportation where possible. 	<p><u>Instruction:</u></p> <ul style="list-style-type: none"> • All instruction will be conducted online • Instruction that requires face-to-face interaction is paused <p><u>Operations:</u></p> <ul style="list-style-type: none"> • All on-campus activity suspended for students and non-essential personnel • Essential personnel must be authorized by the relevant VP before coming to campus. • Security must be notified when you arrive and leave campus. • Daily Health Screening must be completed before going to campus. • Essential workers perform essential on-campus functions: <ul style="list-style-type: none"> ○ Custodial ○ Facilities & Maintenance ○ Print shop ○ Mailroom & receiving ○ Security ○ Payroll ○ Accounts Payable ○ IT including Bb admin <p><u>Communication:</u></p> <ul style="list-style-type: none"> • Every one or two weeks the administration establishes the Risk Level that will be in place two weeks hence.

Risk Level: Orange

Level 2: <u>Significant Uncontrolled Community Transmission</u>	Harris County	Lee College
<ol style="list-style-type: none"> 1. The number of new cases each day is large and growing. 2. A high percentage of COVID-19 tests in the region come back positive. 3. The number of occupied ICU hospital beds is approaching full capacity. 	<ol style="list-style-type: none"> 1. Stay home when possible. 2. Avoid and cancel medium (10-250 people) and large (250+ people) public and private gatherings. 3. All vulnerable individuals (65+ or with preexisting health conditions) stay home when possible. 4. Self-quarantine responsibly for 14 days if in close and prolonged contact with someone who has COVID-19. 5. Wear face coverings to protect others. 6. Essential workers practice special precautions to prevent spread. 7. Avoid non-essential business and personal travel. Follow state guidance for quarantine after visiting certain locations. 8. Use public transportation with caution. Practice good hygiene and social distancing. 	<p><u>Instruction:</u></p> <ul style="list-style-type: none"> • Limited face-to-face on-campus instruction • Classrooms operate in accordance with Continuity Plans on file with HR. <p><u>Operations:</u></p> <ul style="list-style-type: none"> • Everyone completes Daily Health Screening before arriving on campus. • Faculty and supervisors check that their students and employees have completed the Daily Health Screening. • Face coverings/masks, social distancing, and hand washing required. • Health monitors visit classrooms and offices regularly to ensure compliance with safety protocols. • Hand sanitizer units and plastic safety screens installed throughout campus along with PPE for students, faculty & staff. • No eating in classrooms. Food is served in individually wrapped portions with disposable plates & utensils. • Facilities cleaning frequently touched surfaces as workload and time permits. <p><u>Communication:</u></p> <ul style="list-style-type: none"> • Every one or two weeks the administration establishes the Risk Level that will be in place two weeks hence.

Risk Level: Yellow

Level 3: Moderate, Controlled Transmission	Harris County	Lee College
<ol style="list-style-type: none"> 1. The number of new cases each day is moderate and holding steady or shrinking. 2. A moderate percentage of COVID-19 tests in the region come back positive. 3. The number of occupied ICU hospital beds is well below capacity. 	<ol style="list-style-type: none"> 1. Stay home when possible. 2. Minimize attendance at medium (10- 250 people) and large public and private gatherings (250+ people). 3. All vulnerable individuals (65+ or with preexisting health conditions) stay home when possible. 4. Self-quarantine responsibly for 14 days if in close and prolonged contact with someone who has COVID-19. 5. Wear face coverings to protect others. 6. Essential workers follow standard precautions. 7. Limit visits to non-essential business and personal travel. Follow state guidance for quarantine after visiting certain locations. 8. Continue to use public transportation. Practice good hygiene. 	<p><u>Instruction:</u></p> <ul style="list-style-type: none"> • Limited face-to-face on-campus instruction • Classrooms operate in accordance with Continuity Plans on file with HR. <p><u>Operations:</u></p> <ul style="list-style-type: none"> • Limited face-to-face services (Student Services including Library, Wellness Center). • Performing Arts Center open for instruction only. Outdoor band and choir instruction. • Everyone completes Daily Health Screening before arriving on campus. • Faculty and supervisors check that their students and employees have completed the Daily Health Screening. • Face coverings/masks, social distancing, and hand washing required. • Health monitors visit classrooms and offices regularly to ensure compliance with safety protocols. • Hand sanitizer units and plastic safety screens installed throughout campus along with PPE for students, faculty & staff. • No eating in classrooms. Food is served in individually wrapped portions with disposable plates & utensils. • Facilities cleaning frequently touched surfaces as workload and time permits. <p><u>Communication:</u></p> <ul style="list-style-type: none"> • Every one or two weeks the administration establishes the Risk Level that will be in place two weeks hence.

Risk Level: Green

Level 4: Minimal, Controlled Transmission	Harris County	Lee College
<ol style="list-style-type: none"> 1. The number of new cases each day is small holding steady or shrinking. 2. A small percentage of COVID-19 tests in the region come back positive. 3. The number of occupied ICU hospital beds is at a normal non-pandemic level. 	<ol style="list-style-type: none"> 1. Feel free to leave the house and resume in-person work schedules. 2. Resume attending public and private gatherings freely. 3. Vulnerable individuals (65+ or with preexisting health conditions) leave home as necessary. Good hygiene and social distancing are still recommended. 4. Self-quarantine responsibly for 14 days if in close and prolonged contact with someone who has COVID-19. 5. Resume non-essential travel. Avoid other states or countries where widespread transmission may still be occurring. 6. Resume full public transportation use. 	<p><u>Instruction:</u></p> <ul style="list-style-type: none"> • Full scale on-campus instruction • Classrooms at maximum seating capacity <p><u>Operations:</u></p> <ul style="list-style-type: none"> • No need to complete health screening form • College open at full activity; Library, Wellness Center, Performing Arts Center, Cafeteria and Athletics in full operations • Modified workplaces (plexiglass) will stay in place for six months. • Facilities cleaning frequently touched surfaces as workload and time permits. • Hand Sanitizer units along with PPE for students, faculty & staff remain in classrooms and offices for six months. <p><u>Communication:</u></p> <ul style="list-style-type: none"> • Website updated as needed

Metrics for Determining Risk Level

The risk level at Lee College is determined by the president based on metrics from the Texas Medical Center and the Texas Department of State Health Services (see table below) and the recommendation of the Safety Committee that takes into account the reports from our safety monitors on the extent to which safety protocols are being observed across campus.

Metrics for Determining Risk Level				
Level	New Cases per day	Avg Growth in New Cases	Positivity	ICU Occupancy
GREEN	0-99	<0% for 2 weeks	0%-3%	0%-59%
YELLOW	100-499	<5% for 2 weeks	4%-6%	60%-79%
ORANGE	500-999	<10% for 2 weeks	7%-9%	80%-99%
RED	1,000+	10% +	10% +	100% +