



Citrus Community College District  
1000 W. Foothill Blvd., Glendora, CA 91741

# eMEMO

Office of Human Resources  
Robert Sammis, J.D.

## CORONAVIRUS (COVID-19) EXPOSURE NOTIFICATION

Email to students and employees – January 14, 2022

DATE: January 14, 2022  
FROM: Robert Sammis and the COVID-19 Workgroup  
RE: COVID-19 Exposure Notification

Dear Citrus College Students and Colleagues,

I am writing to inform you that the college has recently received information about **five** confirmed cases of Coronavirus 2019 (COVID-19). The COVID-19 cases were present on campus as follows:

- 1) **Mathematics Building (second floor) – MA 222 – Monday, January 3 through Thursday, January 6, 2022 between 8 a.m. to 11:35 a.m.**
- 2) **Performing Arts Auditorium (scene shop, PA 113) and Video Technology Building (television studio, VT 117) on Thursday, January 6, 2022 between 10 a.m. to 3 p.m.**
- 3) **Technology Center (first floor) – TC 123 – Thursday, January 6, 2022 between 10:25 a.m. to 12:35 a.m. and Hayden Memorial Library/Learning Resource Center (LI, first floor) on Friday, January 7, 2022 between 9:30 a.m. to 3 p.m.**
- 4) **Student Services Building (second floor) – SS 236 – Friday, January 7, 2022 between 8 a.m. to 5 p.m.**
- 5) **Technology Center (second floor) – TC 208 – Wednesday, January 12, 2022 between 8 a.m. to 1:15 p.m.**

Individuals identified as having "close contact," [as defined by county guidelines](#), have been notified. If you believe that you were in "close contact" with someone on campus infected with COVID-19 and have not been notified, please [email the Student Health Center at shc@citruscollege.edu](mailto:shc@citruscollege.edu) for further instructions.

The following guidelines are offered as precautionary measures:

- Wear a face covering (mask) as currently required by the County of Los Angeles Department of Public Health while indoors regardless of vaccination status.
- Stay home when you are sick. Anyone with symptoms consistent with COVID-19 should remain at home in isolation for a minimum of 10 days plus at least three days after the resolution of fever (without fever-reducing medication) and improvement in other symptoms. District provided COVID-19 sick leave (80 hours) is available to full-time employees in addition to regular sick leave.
- Wash your hands often with soap and water for at least 20 seconds. If soap and water are not available, use alcohol-based hand sanitizers that contain at least 60% alcohol.

- Cover your coughs and sneezes with a tissue, and then dispose of the tissue and clean your hands immediately. If you do not have a tissue, use your sleeve, not your hands, to cover your coughs and sneezes.
- Limit close contact with people who are sick, and avoid sharing food, drinks or utensils.
- Clean and disinfect frequently touched objects and surfaces using a regular household cleaning spray or wipes.

Please know that Citrus College is committed to the health and well-being of our students, faculty, staff and broader college community. In addition, here is a short list of credible sources for information:

California Community Colleges Chancellor's Office:

<https://cocco.edu/About-Us/Chancellors-Office/Divisions/Communications-and-Marketing/Novel-Coronavirus>

California Coronavirus (COVID-19) Response: <https://covid19.ca.gov>

Centers for Disease Control and Prevention (CDC): <https://cdc.gov/coronavirus>

Los Angeles County Department of Public Health: <http://publichealth.lacounty.gov> and <http://www.publichealth.lacounty.gov/media/Coronavirus/reopening-la.htm>

Sincerely,

Dr. Robert Sammis

Director, Human Resources

Chair, Citrus College COVID-19 Workgroup