

FALL PLANNING OPERATIONS WORKING GROUP

September 21, 2021, 11:00 am

Attendees: Tasha Drexler, Corrina Fitzgerald, Tony Gkotsis, Meghan Hatch, Pamela Hay-Melia, Christine Irving, Sarah Kauffman, Kairee Kirkwood, Lisa Latour-Colby, Patrick Legresley, Dan McKeown, Carlyn McQueen, Steve Millan, Deanna Morash, Brenda Paul, Nancy Petri, Lisa Sansom, Stephanie Simpson, Lori Stewart, Charles Sumblar, Leah Wales, Heather Woermke

1. **Chair Updates** were provided by Lori Stewart.
 - a. Effective Sept. 9 [FPOWG notes](#) are posted publicly on the VPFA website – Fall Planning Operations Working Group.
 - b. Vendor and Contractor Attestation Requirement communication was sent to acquire users on Sept 14. Further information regarding Supplier vaccination requirements can be found on the [Procurement Site](#).
 - c. Queen’s COVID case tracker is [active](#) – under Health and Safety tab on the safe return website.
2. **Vaccination Declaration** update was given by Heather Woermke.
 - a. As of the meeting date, 96% of staff who have reported have declared they are fully vaccinated and 94.7% of students who have reported, have declared full vaccination. Updates are regularly provided to the university’s leadership team and the Ministry of Colleges and Universities (MCU).
 - b. Data refinement continues.
 - c. Staff on leave **are not** required to complete the declaration until their return.
 - d. Staff with a Remote Work Arrangement (RWA) **are** required to complete the declaration.
3. **HR Update** was given by Marie Doherty.
 - a. Around 70 employees have not completed the Vaccination Declaration as of the meeting date.
4. **Health and Safety Update** was given by Kim Murphy.
 - a. The [Rapid Antigen Testing Program](#) is now active.
 - b. Those who are required to participate in the testing program will receive email notifications reminding them to pick up their tests.
 - c. [Mask requirements](#) and [enhanced precautions](#) for those awaiting an accommodation request decision, those with an approved accommodation, those with only one dose of a two-dose vaccine or those waiting for 14 days after receiving the final dose of a vaccine, were communicated on September 15th, 2021.
5. **Housing and Hospitality Services Update** was given by Leah Wales.
 - a. As of September 22nd, 2021, only those who are fully vaccinated may access indoor dining halls. Students are being asked to provide photo ID alongside their green check, and or vaccination status report at point of entry.
 - b. For retail outlets the vaccine verification will be done at point of purchase.

- c. Athletics also requires proof of vaccination with photo ID for anyone entering the facility until the provincial vaccine certification system is in place.

Next Meeting is September 28, 2021