

June 3, 2021

Dr. Char Perlas  
Acting President  
College of the Siskiyous  
800 College Avenue  
Weed, CA 96094

Dear President Perlas,

Your Accreditation Liaison Officer has informed the ACCJC that your institution will offer a program at a new location:

- Paramedics Program at Mendocino College (MOU Attached)

Based on the description provided, it has been determined a substantive change review by the Commission is **not** required. Thank you for bringing this to our attention and please let us know if there are any changes in the information provided by the College.

On behalf of the Commission, thank you for your continued commitment to accreditation and academic quality in higher education.

Sincerely,



Elizabeth Dutton  
Accreditation Process Manager

cc: Ms. Martina Fernandez-Rosario, U.S. Department of Education

**MASTER AGREEMENT  
BETWEEN  
SISKIYOU JOINT COMMUNITY COLLEGE DISTRICT  
AND  
MENDOCINO-LAKE COMMUNITY COLLEGE  
DISTRICT**

This Master Agreement ("Agreement") is made and entered into this May 14, 2021, by and between the Siskiyou Joint Community College District ("DISTRICT") and Mendocino-Lake Community College District ("MLCCD"), for the purpose of outlining the duties and responsibilities of each party as they relate to providing affiliated educational courses. DISTRICT and MLCCD mutually agree as follows.

**I. RESPONSIBILITIES OF THE DISTRICT**

- A. DISTRICT shall offer mutually agreed upon and approved educational courses as contained in Appendix A, "Course Information," attached hereto and incorporated by reference as if fully set forth herein.
- B. DISTRICT shall review and approve the selection of a Lead Instructor based on the minimum qualification. The DISTRICT will evaluate the quality of instruction to ensure that it meets the needs of the students and other requirements of the DISTRICT. The Lead Instructor shall meet the DISTRICT'S minimum qualifications consistent with requirements in other similar courses given in the DISTRICT.
- C. DISTRICT shall ensure that course offerings meet all applicable requirements of Title 5 of the California Code of Regulations ("Title 5") and the California Education Code ("Education Code"). All students who successfully complete an approved educational course offered under this Agreement shall receive the number of units listed in Appendix A.
- D. DISTRICT shall demonstrate control and direction of the Lead Instructor by providing the Lead Instructor with an orientation and instructor manual, course outlines, curriculum materials, testing and grading procedures, policies and procedures governing instruction by the DISTRICT and any other materials and services DISTRICT would provide its part-time instructors on campus.
- E. The Lead Instructor shall enter into a written contract with DISTRICT in accordance with Title 5 Section 58058(b) of the California Code of Regulations. DISTRICT shall assure that applicable provisions of Title 5, Section 58056, be followed in the conduct of the courses and classes. The DISTRICT has the primary duty to evaluate, control and direct the activities of the Lead Instructor as to the courses in Appendix A.

- F. The parties acknowledge that the DISTRICT is responsible for the educational program.
- G. The parties' agreement with regard to the following issues is contained in Appendix A:
  - 1. Approximate date courses will be offered.

## **II. RESPONSIBILITIES OF MENDOCINO-LAKE COMMUNITY COLLEGE DISTRICT**

- A. MLCCD shall provide classroom and auditorium space (including maintenance, utilities and janitorial services) for use as an off-site location by the DISTRICT, for the courses to be provided by DISTRICT under this Agreement. MLCCD shall provide use of these facilities during normal business and or class hours (excluding legal holidays). All classes offered in these facilities shall be open to all students who meet the established prerequisites in accordance with Title 5, Sections 58051.5, 51006, and 58106, subject to California Penal Code Section 832.3.

## **III. MISCELLANEOUS**

- A. Equipment required for use in the program shall be designated as COS or MLCCD equipment with appropriate records. Donations from local entities to the program shall remain property of the College where the donations occurred. The DISTRICT and MLCCD will maintain their own equipment and records for their equipment and supplies used in the program. Each party will be responsible for the repair and equipment of their own equipment.
- B. The MLCCD and DISTRICT shall each work in good faith to implement this Agreement, and shall use best efforts to resolve any disputes informally.
- C. If any of the provisions of this Agreement are found to be, or become contrary to State law or regulations or court decisions, DISTRICT and MLCCD agree that the parties shall attempt to renegotiate said provision in good faith, without affecting the remaining portions of this Agreement.
- D. The DISTRICT and MLCCD agree to recognize and implement the COVID 19 Face to Face Action Plan (F2F) for the (Paramedic Program), Appendix B.

#### IV. INDEMNITY

- A. DISTRICT agrees to defend, indemnify and hold harmless MLCCD, its officers, employees and agents, from any and all acts, claims, omissions, liabilities and losses by whomever asserted, arising out of acts or omissions of DISTRICT, and its officers, employees and agents in the performance of the scope of work under this Agreement, except those arising by reason of the sole negligence of MLCCD, its officers, employees and agents.
- B. MLCCD agrees to defend, indemnify and hold harmless the DISTRICT, its officers, employees and agents, from any and all acts, claims, omissions, liabilities and losses by whomever asserted, arising out of acts or omissions of MLCCD and its officers, employees and agents in the performance of the scope of work under this Agreement, except those arising by reason of the sole negligence of DISTRICT, its officers, employees and agents.
- C. In the event of concurrent negligence of DISTRICT, its officers, employees and agents, and MLCCD and its officers, employees and agents, the liability for any and all claims for injuries or damages to persons and/or property shall be apportioned under the California theory of comparative negligence as presently established or as may hereafter be modified.

Any and all notices required to be given hereunder shall be deemed given when personally delivered or deposited in the U.S. Mail, certified, postage prepaid to the following address:

DISTRICT: Darlene Melby  
Vice President, Administrative Service  
Siskiyou Joint Community College District  
800 College Avenue  
Weed, CA 96094

MC: Debra Polak  
Vice President, Academic Affairs  
Mendocino College  
1000 Hensley Creek Road  
Ukiah, CA 95482

## V. AGREEMENT

- A. No waiver of any breach of this Agreement by either party shall constitute a waiver of any other breach of this Agreement including a subsequent breach of the same provision.
- B. The parties hereby acknowledge that they are separate and independent legal entities; and MLCCD, its officers, employees, and agents shall not be considered officers, employees or agents of the DISTRICT, except as provided in Title 5, Section 58058. The parties further acknowledge that the DISTRICT, its Board of Trustees, officers, employees and agents shall not be considered officers, employees or agents of the MLCCD, including but not limited to the MLCCD. In no event shall this Agreement be construed as establishing a partnership or joint venture or similar relationship between the parties hereto.
- C. As part of the agreement for facility usage, DISTRICT shall not be responsible for damage by fire, earthquake, lightning explosions, Act of God, the elements, or enemy attack, including any action taken by the military, naval, or air forces of the United States.
- D. This Agreement and any amendments thereto, constitute the entire agreement between the parties. This Agreement may not be modified except by written amendment to this Agreement, executed in the same manner as this Agreement.
- E. The term of this Agreement shall be from July 01, 2021 through June 30, 2023. Either party may terminate this Agreement at any time, for any reason upon 120 days advanced written notice to the other party.

IN WITNESS WHEREOF, The parties hereby have executed this Agreement in triplicate on the dates specified herein.

SISKIYOU JOINT  
COMMUNITY COLLEGE DISTRICT



Dr. Char Perlas  
Superintendent/President

MENDOCINO-LAKE COMMUNITY  
COLLEGE DISTRICT



Timothy Karas, Ed.D  
Superintendent/President

## **APPENDIX A**

### **Course Information**

#### **Courses Offered**

EMS 0954 Paramedic 1A Theory (12 Units) August to December

EMS 0955 Paramedic 1B Theory (14 Units) January to May

EMS 0956 Paramedic 2 Clinical (4 Units) June to August

EMS 0957 Paramedic 3 Field Internship (10 Units) August to December

## Appendix B

### Covid-19 Face to Face Action Plan (F2F) (Paramedic Program)

We have developed specific safety protocols to be implemented before, during and after lectures/labs. Lab groups have been reorganized to minimize potential student travel. The F2F labs will be set up as detailed to minimize contact and maximize safety.

#### BEFORE LECTURE/LAB SAFETY PROTOCOLS



#### **Precautions taken prior to returning to on-campus activities.**

- Students have followed the shelter in place guidelines and have practiced social distancing, as recommended by the State of California and the CDC, for at least 14 days.

#### **Initial screening for students enrolled in the Paramedic Program.**

- Before leaving your home, take your temperature. Do you have any of the following? If so, stay home, notify your instructor, and check with your healthcare provider:
  - Fever ( $> 37.7^{\circ}\text{C}$  /  $99.9^{\circ}\text{F}$ )
  - Sore Throat
  - Difficulty Breathing or Shortness of Breath
  - Unexplained muscle aches / Headache
  - Cough
  - Abdominal discomfort
  - Loss of smell or taste
  - Nasal congestion or Sneezing (*Different from pre-existing allergies.*)
  - Vomiting
  - Diarrhea
- Transportation to and from class:
  - It is recommended that you use your own vehicle.
  - Avoid public transportation.
  - If carpooling, make sure all occupants follow CDC protective measures.

## DURING LECTURE/LAB SAFETY PROTOCOLS



1. Groups of 6 students with 1 instructor (7 total) the lab will be run by EIA's and will be overseen by faculty.
2. We will use designated rooms while maintaining 6 ft. of social distancing. The different lab groups will be organized to not contact each other and will maintain maximum distance.
3. Students and staff will only park in the designated parking lot and will only enter and exit the building through the main entrance while maintaining social distancing.
4. During breaks students shall maintain social distancing and only leave their designated room to use the restroom or go outside limited to the ESTC parking lot.
5. During lunchtime students will take lunch in their vehicle. We will work with the cafeteria to allow for lunch to be available for students who wish to purchase lunch on campus.
6. Students will be evaluated for Covid-19 probability through the *College of the Siskiyous Paramedic Covid-19 Evaluation Questions*. This takes into consideration travel, family member, and other exposure potential factors to determine the need to self-quarantine before returning to on campus F2F lab.
7. When lab requires us to go to less than the 6 foot social distance we will utilize the personal protective equipment PPE that is recommend by our local EMS agency (Sierra Sacramento Valley EMS <https://www.ssvems.com/> or Coastal Valley EMS <https://www.coastalvalleysems.org/>) recommendation for first responders and ambulance providers for non-suspected Covid-19 patients.
8. Each student has already been fit tested and issued special N-95 or higher respirators to be used if we have a high suspicion of Covid-19. This higher respiratory protection should be reserved for use in potential Covid-19 areas such as hospital clinical or ambulance ride time. Students and instructors will wear at a minimum, surgical or cloth facemasks during the time of face-to-face instruction and while in the ESTC or any campus building. These issued N-95 masks should not be worn anywhere else other than to class, limiting exposure.
9. Every face-to-face lab class day, students and instructors will be evaluated for signs and symptoms of Covid-19 and anyone who even feels sick at all will be instructed to remain at home.
10. If a student becomes sick with any of the Covid-19 symptoms during class time, then class will be stopped for the day and disinfection will occur and further evaluation will be conducted.
11. Students who do not come to lab because they are sick will be evaluated by the COVID-19 criteria in consult with our medical director (Dr. Nathan Parker) before they can return to



class. If we suspect Covid-19 then we will recommend the student seek further evaluation from their local doctor or health department.

12. When students are complete with their lab, they will disinfect the area before they leave. They will also practice appropriate hand washing.

#### AFTER LECTURE/LAB SAFETY PROTOCOLS



1. When students are complete with their lab, they will disinfect the area before they leave. They will also practice appropriate hand washing.
2. Conduct stay-at-home measures.
  - a. Remain in home setting during online classes. Do not use community computers or study in community settings.
  - b. Minimize trips away from home.
  - c. Keep surfaces clean.
  - d. Isolate or keep distance from any household member who is sick.
  - e. If any household member shows any signs or symptoms of illness, isolate from them immediately and seek medical attention for that person. Then contact your instructor.
  - f. If you are exposed to anyone having any of the symptoms reflective of COVID-19 or who have tested positive to COVID-19, notify your instructor immediately.
3. Follow CDC recommended procedures for any trips away from home.
  - a. Be alert to the fact that viral contamination of surfaces is a known means of transmission of infection. Clean everything that touches anything touched by others (such as shopping carts, credit cards, shopping bags, items purchased).
  - b. Keep hand sanitizer and/or disposable gloves for use of ATM, vending machines, gasoline pumps, and transfer of items at the time of purchases.
  - c. Wear a mask in public. Do not touch the mask except in the rear ties or loops to remove it. Wash it or dispose of it immediately upon removal.
  - d. Wash hands frequently
  - e. Wear gloves when touching any store items or things others may have touched.

- f. Dispose of any gloves used so that you are not touching any personal items with them, including doorknobs at home, car handles or steering wheel, personal devices such as cell phones, etc.
4. Upon returning home after going out to the store or any public place do the following:
  - a. Remove your clothing and place it immediately in the washer and dryer on highest heat it will tolerate.
  - b. Remove shoes at the door and disinfect them with alcohol spray, wipes, or available disinfectant.
  - c. Immediately wash all items purchased prior to putting them away.
  - d. If you used a reusable shopping bag, clean it immediately. Washable bags are recommended and wash them upon arriving home.
  - e. Clean your cell phone. If possible, keep it in a plastic bag and dispose of the bag upon return home.
  - f. Avoid touching your face while carrying out these procedures. If you do accidentally touch your face, wash thoroughly immediately.
5. Home protocols should include frequent cleaning of hard surfaces at home with an effective disinfectant solution (e.g., 60% alcohol)