

Memorandum of Understanding
Between
San Joaquin Delta Community College District (“SJDCCD”)
And
San Joaquin Delta College Peace Officer Association (“POA”)

COVID-19 Vaccine Mandate

The Board of Trustees mandated that all employees must be fully vaccinated by October 15, 2021.

The parties agree to the following:

All employees must comply and follow the process below in order to continue active employment.

- To upload proof of vaccination, go to: bit.ly/SJDCEmployeeVaccine.

Employees can complete a short form and upload proof of vaccination in one of two ways:

- Upload an image or a screenshot of your California Digital COVID-19 Vaccine Record, which you can find at myvaccinerecord.cdph.ca.gov
- Upload an image of your official COVID-19 Vaccination Record Card

COVID-19 vaccinations are available on site at the Delta College Health Center during the following times:

- Monday: 9:00 am – 4:00 pm

In the Process of Complying with the Vaccine Mandate

If an employee has received their first vaccine by October 15, 2021, they will receive a warning letter to remind them that they have not submitted the required documentation and they must continuously undergo COVID-19 testing twice a week until they provide proof of full vaccination. If the employee has not verified full vaccination by November 30, 2021, or does not have an approved medical/religious exemption, they will receive a final letter of warning and intent to terminate. Those who apply for and are granted religious or medical exemptions will be required to undergo COVID-19 testing twice a week for the indefinite future even if they are working remotely.

Refusal to Comply With the Vaccine Mandate

If an employee chooses not to get vaccinated or apply for a medical or religious exemption by October 16, 2021, the employee will be issued a warning letter and must provide vaccine information and/or an exemption request by November 1, 2021. The District will begin the termination process if the employee has not been fully vaccinated or has not been approved for a medical or religious exemption. During this time the employee will be required to undergo COVID-19 testing twice a week.

Exception to the above: If an employee elects to turn in an irrevocable resignation and/or retirement form to Human Resources in lieu of complying with the vaccine mandate by

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November 1, 2021, stating that they plan to resign or retire from the District effective December 31, 2021, the employee will be required to undergo COVID-19 testing twice a week.

An employee who makes an exemption request is not guaranteed an approval.

Exemption request instructions will be made available through the vaccination intake process and can be obtained through the link below:

- <http://bit.ly/SJDCEmployeeVaccine>

If an employee is requesting a vaccine exemption, the employee must complete the initial form and submit the required supporting documentation no later than October 15, 2021.

Once the employee completes and submits the form, the employee will be contacted regarding the next steps in the interactive process.

Employees waiting on exemption approvals must continue to undergo COVID-19 testing twice a week.

If you have any questions about the exemption process, please contact Rebecca Wicks at SJDCCD@shawhrconsulting.com.

Individuals submitting fraudulent information and/or documentation will be immediately placed on unpaid leave while pending investigation and may be subject to termination for cause.

For the District:

For the Association:

DocuSigned by:
Vicki Nicholson 10/19/2021 | 11:28 AM PDT
9D9E72932550447...
Date
Dr. Vicki Nicholson
Interim Vice President of Human Resources &
Risk Management

DocuSigned by:
Stanley Carlson 10/19/2021 | 12:19 PM PDT
90AF0E0982C1474...
Date
Officer Stanley Carlson
POA President

DocuSigned by:
Dr. Lisa Aguilera Lawrenson 10/19/2021 | 11:35 AM PDT
BD4B2F644D5142F...
Date
Dr. Lisa Aguilera Lawrenson
Acting Superintendent/President
San Joaquin Delta College