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March 14, 2020

Steve James, Chief Negotiator and Collective Bargaining  
Labor & Employee Relations  
CSU Office of the Chancellor  
401 Golden Shore  
Long Beach, CA  
laborrelations@calstate.edu

**RE: Novel Coronavirus 2019 COVID 19 Paid Leave, Telecommuting, and Remote Classes**

Dear Mr. James:

Pursuant to HEERA, given the outbreak of the Novel Coronavirus and its impact upon Teamsters represented employees employed by the University, this is a request to meet confer on the impact of COVID 19. Teamsters Local 2010 is concerned about the following issues and impact on Teamsters members.

- 1) Paid Administrative Leave; Provide a minimum of 14 days paid leave, without impact on employees' leave balances and benefits for employees who, unable to work due to a. their own or family member's COVID 19 illness, b. public health or University required quarantined or self-isolation measures, c. day care or school closure that requires them to be home with their child.
- 2) PPE; supplies and provision of PPE for employees while at work, fit-testing and trained in accordance with the law.
- 3) Expand flexible and alternative schedule programs which allow employees to work 4/10 and or schedule work taking into consideration child care and family care giving needs.
- 4) Designated essential personnel; job duties and job titles considered essential personnel. Established protocols and safety measures for essential personnel that may be required to work in an emergency, even if the facility is closed in response to COVID 19.
- 5) Ensure that employees are allowed to work and do not experience loss of pay and benefits due to any closures, cancellations, or slow-down in operations. Meet and confer with the Union prior to such reductions. Moratorium on layoffs.
- 6) Communication; system for rapid response and sharing of communication with workers and Teamsters.

7) Cal/OSHA's Aerosol Transmissible Diseases Standard (8 CCR Section 5199.); compliance and impact on leave accruals, preparation, training.

I can be reached at 510-220-7828 or [jrabinowitz@teamsters2010.org](mailto:jrabinowitz@teamsters2010.org) to schedule a meeting. Once the meeting is scheduled we will forward a confirming communication with a listing of union representatives and members we would like released to attend the meeting.

Sincerely,

Jason Rabinowitz  
Secretary-Treasurer  
Teamsters Local 2010

Cc: Drew Scott, Skilled Trades Director  
Tanya Akel, Field Director