

To: Montgomery College Community
From: Dr. DeRionne P. Pollard, President
Subject: **County Request for COVID-19 Vaccine Prioritization (Update #130)**
Date: February 3, 2021

Good afternoon. The College has received a request from the Montgomery County Office of Emergency Management and Homeland Security, in concert with the Montgomery County Department of Health and Human Services, to provide a list of employees who are currently working physically on the College's campuses or at other onsite work locations. The county is using this list to pre-plan for possible COVID-19 vaccine distribution to personnel already working in face-to-face operations through the end of the spring semester—specifically, instructors currently in classrooms, some facilities workers, public safety, IT, and other operational personnel.

In response to this request from the county, MC managers are working with Human Resources and Strategic Talent Management (HRSTM) to assemble this list of employees. Inclusion on this list is based exclusively on an employee's job responsibilities and whether they require face-to-face contact with others. These considerations are not based on rank, seniority, health status, age, full-/part-time status, or any other variable.

As you likely know, COVID-19 vaccine supplies are currently very limited and an employee's inclusion on this list does not guarantee a vaccine dose in the near future. This step is merely a planning mechanism that the county is employing. HRSTM will have more details about this planning in its weekly newsletter, so please watch for that. You may also visit [HRSTM's vaccine webpage](#) with information and answers to frequently asked questions (FAQ) about this topic. In the meantime, employees whose names are being included in this first priority list will be informed next week. **The employees on this list are not committed to a vaccine appointment, nor are they required to take the vaccine. They are simply approved as priority recipients if/when vaccine becomes available.**

All employees are encouraged to seek the vaccine where they are able, but please be aware that demand is far greater than supply at this time. Detailed information about COVID-19 [vaccination](#) registration and [testing](#) can be found on the county's website. While COVID-19 infections are seeing a downward trend recently, there are new strains in circulation so we must all continue to keep our guard up. Please continue to wear masks, practice social distancing, and wash your hands. The College will continue to work with the county to communicate with our students and employees about any changing COVID-19 health protocols, vaccine availability, and additional resources to fulfill basic needs.