

We are taking the situation very seriously and are looking towards the CDC - Center for Disease Control and Prevention for their advice. Currently, they are recommending that we do not cancel the NCCE annual conference. We encourage all our guests to use safe health practices as the health of our attendees is important to all of us. Currently, the risk to the general public of COVID-19 is low. However, NCCE would like to take this opportunity to update you about preparations and anticipated response to these illnesses during NCCE's annual conference. Education and Prevention COVID-19 is a respiratory illness that includes a fever, cough, and difficulty breathing. Influenza (the flu) is a highly contagious viral infection that affects the lungs and sinuses. We are actively reminding our staff and attendees to use simple hygiene techniques to prevent the spread of viruses, including:

- Wash your hands often – with soap and warm water for at least 20 seconds preferably, or if not available, then use an alcohol-based hand sanitizer.
- Avoid touching your eyes, nose, or mouth with unwashed hands.
- Cover your nose and mouth – cough or sneeze into your sleeve/elbow, not into your hands. You may also use a tissue when you sneeze, cough, or blow your nose. Quickly throw away used tissues then wash your hands.
- Avoid close contact with people who are sick– most germs spread when a sick person coughs, sneezes, or talks.
- Do not share - food, utensils, beverages, towels, chapstick/lipstick, toys, or anything else that might become contaminated with germs.
- Stay at home while you are sick - if you have a cold, fever, cough, respiratory and/or flu-like symptoms. Flu-like symptoms include fever (100°F or higher), cough, sneezing, sore throat, runny or stuffy nose, body aches, headache, tiredness, or extreme exhaustion.

As with any newly emerging illness, knowledge about it continues to evolve. For the latest information about COVID-19, visit:

<https://www.doh.wa.gov/Emergencies/Coronavirus>

### **From the Washington State Convention Center- Infection and Virus Control Protocol**

The Washington State Convention Center (WSCC) considers the health and safety of its clients, guests, visitors and employees a top priority. Our virus and infection control protocol is outlined below. Situational Awareness WSCC follows Centers for Disease Control (CDC) for Businesses and Employers recommendations, and we maintain close contact with the Seattle Office of Emergency Management as well as county and state health departments.

Messaging to the Public WSCC refers clients in search of public messaging to the following resources:

- Washington State Dept of Health: <https://www.doh.wa.gov/Emergencies>
- King County Public Health: <https://www.kingcounty.gov/depts/health/communicable-diseases.aspx>

Prevention For guests and visitors: WSCC encourages good personal hygiene habits by providing more than 50 hand sanitizing stations throughout the venue. They are in high-traffic areas, such as parking garage entrances, lobbies, and elevator/ escalator landings. These units are re-supplied overnight and throughout the day, if needed.

For our employees: WSCC adheres to thorough cleaning protocol in high-traffic areas. This includes items such as restroom fixtures, door handles, escalator handrails, elevator buttons, and similar surfaces. In addition:

- CDC signage is posted back-of-house regarding “Slow the Spread of Germs.”

- Employees are notified of hygiene standards and personal protective equipment (PPE) expectations.
- Employees have been instructed to stay home if they are sick.
- Employees and contractors are provided with free flu shots annually.
- Cleaning and maintenance staff receive blood-borne pathogen (BBP) training annually.
- General safety and hygiene information is reviewed in regular shift briefings.

Onsite Response WSCC has four permanent first aid stations, staffed by teams of Emergency Medical Technicians (EMT) through our exclusive provider, AMR. Locations and hours are dependent on specific event activity.

If an emergent viral situation occurs, AMR will increase their supply of medical masks at the first aid stations for attendees or staff who have concerns. AMR maintains close connections with first responders and health department requirements.

Should someone with symptoms of a virus be identified or self-report upon entering the facility, WSCC protocol includes bringing that individual to a first aid station within the venue for medical evaluation. If the first aid station is not open, they are to contact WSCC Security by calling 206-694-5127.