



## *Policy Conferences*

### **CFEE COVID-19 Protocols, Procedures, and Safety Measures**

**COVID Test Requirement:** For those joining us on-site, we require all participants to have taken and received a negative COVID test within the previous **24 hours**. You may either arrange your own test or make use of the on-site testing station we offer. As soon as you arrive at the hotel, please see our Wellness Attendant who can assist you with your rapid test.

**Pre-Event Vaccination and Booster:** We now require all in-person participants to be fully vaccinated for COVID-19 two weeks prior to the event. Fully vaccinated means you have completed your original vaccination regimen as well as received a booster shot. For those participating remotely, we will provide a virtual link one week before the conference.

**Post-Event COVID-19 Testing:** Following the program, we encourage all participants to minimize interaction with individuals outside their household until they have taken a follow-up COVID test 4-5 days after the conclusion of the program. Upon request, we will provide an antigen rapid test upon departure from our conference. We request to be notified promptly if they test positive, and we would then implement contact tracing for all fellow participants.

**CA Notify:** On your phone, we ask that you activate CA Notify, California's COVID-19 notification app. To learn more about CA Notify and activation instructions please visit: <https://canotify.ca.gov>

**Temperature and Oxygen Readings:** Throughout the program, we are able to conduct temperature and blood oxygen checks to help participants monitor their well-being.

**Sanitation and Masks:** We make available to our participants our abundant supply of hand sanitizer and disinfectant wipes. We also provide masks to anyone who does not have their own.

**Hotel Procedures:** We work with our hotel partners to understand and institute additional measures as needed. We examine protocols that will be applied to their entire property, their personnel, and other hotel guests. Frequent sanitation in highly trafficked areas, requiring staff to wear masks, and enhanced cleaning procedures for rooms are minimum requirements.

**Virtual Engagement:** To accommodate those who cannot join on site, we ask all in-person attendees to bring a personal device – laptop, tablet, phone, etc. – that can connect to the Zoom conference line. This broadens engagement while still allowing CFEE to responsibly manage the number of participants who attend in-person.

*@June 8, 2022 – subject to change. We continually refine our COVID protocols to reflect the latest best practices as determined by the CDC and other public health authorities.*