

AYEA COVID MITIGATION & PLANNING

1. CHECK-IN

a. High level comfortability conversation

- i. Post Symptoms on the wall at the office and at the Airbnb, and verbally ask if any symptoms are present on first arrival and before breakfast.
- ii. Temperature Taking - use contactless temperature guns.
- iii. We can provide participants traveling from out-of-anchorage with a hotel room until they can travel home when they are above the temperature threshold or are experiencing symptoms.

b. Testing & Tracing

- i. We ask that traveling individuals submit a negative covid test before traveling to the summit by sending a picture to ayea@akcenter.org or texting it to (907) 802-9895
- ii. We will provide covid testing before departure home
- iii. We will provide covid tests to guest presenters 30 minutes prior to their arrival and interaction with the group. Presenters can pick up tests the week prior.
- iv. One individual will keep a log of times we've had guests or have traveled to new locations.
- v. All attendees are encouraged to take a COVID test after the event.

2. COMMUNICATION

- a. Ask participants to stay home if they experience any symptoms, or have had contact with a covid positive case in the last two weeks. During initial invitation, name
 - i. Protocols at the event, such as taking temperature, contract tracing, face masks, testing, and cleaning.
- b. In the week leading up to the event, staff will Check the state COVID trackers and hospital capacity. Above a yellow, teens and parents will be contacted and will assess the risk and decide with staff if they'd like to attend still. Check household status and assess measures

3. FACE Masks

- a. We will determine the face masks usage of the group indoors via survey.
- b. We will utilize facemasks during any guest presentation or visit in another space.
- c. Exceptions include: while eating, drinking, or in sleeping pods.

4. HYGIENE AND RESPIRATORY ETIQUETTE

- a. Post signs in bathroom to wash hands with soap and water for 20 seconds

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- b. Wipe down the bathroom and high touch surfaces upon arrival and departure, as a full team. (door handles, faucet handles, table & counter tops, chair backs, etc.)
- c. Hand sanitizer stations will be set up around the event in high touch areas including the food areas.
- d. Where possible we can limit the necessity of touching surfaces - propping doors open, providing max napkin and paper towels, and more)

5. SPACE

- a. Three big spaces available in the office - the common area, fishbowl, and conference room. We will also host participants in our office spaces, with mattresses provided.
- b. At our rented sleeping facility, there are two sleeping pods: Denali with 6 individuals and Northern Lights with 10 individuals. These are the communal spaces: a washer dryer, a living room, a kitchen.
- c. We will host and rotate participants in both the air bnb and in the office!

6. FOOD & DRINK

- a. We will utilize Individual food packages and single service items where possible. Where not possible, a team of four will portion out the food: One person pours the drinks, sets them down, One person handles and places pizza slices on plates, one person handles salads, and so forth.
- b. The food team touching food/drink packaging will use gloves, wash hands, and wear masks while handling communal food and drink items.

7. STAFF and TRAINER TRAINING

- a. All trainers and staff will be vaccinated against covid-19, and we encourage all participants and guest speakers to stay up to date on vaccinations.
- b. All staff, volunteers, and vendors will be briefed on safety protocols.
- c. A staff member, Kavaangsaar Afcan, will be a designated administrator responsible for responding to COVID-19 concerns. All staff and attendees will have information about who this person is and how to contact them.

8. IN CASE SOMEONE TESTS POSITIVE DURING EVENT

- a. The Individual will be brought to a backup accommodation where they can be isolated until they can travel home.
- b. The venue will be disinfected by the full team.
- c. Organization will notify Health Officials, Close Contacts, and legal guardians of all participants immediately.
- d. Organization will let all attendees know they may have been exposed to COVID-19 and we will have a full team test again.

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- e. Event organizers will collaborate with their local health department to facilitate case investigation and contact tracing for event attendees, as indicated.

9. Adjustments

- a. We will likely need to make adjustments as the situation evolves and we draw closer to the event. We will give notice to participants and guardians about any developing adjustments as we approach the summit. Any day of adjustments will be provided to participants during morning and closing announcements.
 - i. Kav will be responsible for evaluating each case as it arises in conjunction with The Alaska Center Education Fund Executive Director and a participant's Legal Guardian.