



**COVID-19 Mitigation Plan**  
Southeast Conference 2021 Annual Meeting  
September 14-16 Haines, Alaska

**COVID-19 Mitigation Plan Summary:** Southeast Conference recognizing the ongoing risks associated with the COVID-19 Delta Variant has in place a COVID-19 Mitigation Plan for the September 14-16 Annual Meeting taking place in Haines, Alaska. Southeast Conference expects all those attending be fully vaccinated and if not, receive a negative COVID-19 test 72 hours prior to arriving in Haines. Regardless of vaccination status, masks will be required for the duration of all indoor events. Other mitigation recommendations by the CDC ( <https://www.cdc.gov/coronavirus/2019-ncov/community/large-events/event-planners-and-attendees-faq.html>) will be implemented including regular cleanings of shared surfaces during extended breaks, installment of hand-washing/sanitizing stations, and improvements to air quality through increased ventilation will be applied. Previously planned after-hours activities have been cancelled, and all organized activities will be limited to the designated event venue within the fairgrounds. Southeast Conference will manage a contact list for all participants and will activate a swift contact notification plan should an individual associated with the event test positive for the virus.

**Plan in Detail:**

**Transportation:**

- Travel to Haines - in addition to strongly encouraging full vaccination or proof of negative test prior to arrival, participants traveling to Haines will follow existing COVID-19 mitigation protocols enforced by available transportation vendors including the Alaska Marine Highway (<http://ftp.dot.state.ak.us/amhs/covid19.shtml>) and Alaska Seaplanes (<https://www.flyalaskaseaplanes.com/before-you-fly/traveler-information/>)
- Masks will be required on provided transportation to event venue/hotel accommodations for arriving guests

**Registration/Sign-in:**

- A regularly staffed registration table will receive participants. Each participant will be asked to fill out Vaccine Attestation Form and provide contact information. Signage will be in view reminding all participants that masks are required throughout the duration of the event, and staff will inform participants of the location of sanitation stations.
- Free masks will be available at the registration table
- Copies of this mitigation plan will be made available to meeting attendees
- Swag-bags for participants will contain personal hand sanitizer
- Printed event information will be minimized by use of electronic QR codes



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**Harriet Jurgeleit Exhibit Hall:**

- Signage encouraging COVID-safe protocols (handwashing, distancing and wearing facemasks) will be posted in the hall
- Main stage MC will make frequent announcements encouraging COVID safety and remind participants that masks are to be worn throughout the event.
- Tables will be “doubled” to create more distance and allow for increased social distancing
- Participants will be asked to remain seated and masked during the event, and limit congregating in between sessions to outdoors.
- Hall doors will be kept open as appropriate for increased airflow
- Mics and other equipment used by more than one person will be changed out and/or have wipes available to sanitize between speakers. Speakers will have the option to remove their masks while speaking, but will return their mask once their presentation is concluded.

**Volunteers:**

- All volunteers will be provided with copies of this mitigation plan
- As an event participant, all volunteers will also be expected to be vaccinated and given attestation forms
- Southeast Conference will provide instruction ahead of the event to enhance cleaning and zero-contact protocols
- All volunteers will wear masks through the duration of the event
- Volunteers will assist in ensuring event participants follow COVID-19 mitigation protocols

**Food/Beverage Service:**

- All local Haines food and beverage vendors will be provided with Southeast Conference’s vaccine attestation form and will be expected to follow COVID protocols outlined by state and local authorities with staff being vaccinated and/or tested prior to the time of service and are symptom free.
- All vendors and staff will wear masks for the duration of time of service and follow other sanitary protocols
- Single-serve beverages will be available, limiting multiple use containers
- Recyclable, single-use cutlery will be used where applicable in collaboration with HFR who is assisting with the goal of a zero-waste event.



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**Afterhours:**

- **All hosted afterhours activities in the community have been cancelled**
- Event attendees will be asked to be respectful of the community by following protocols set forth by local businesses if patronizing that business
- Event attendees will be asked to limit assembling in places of public business unrelated to the conference like grocery stores or other community retail stores that are necessary places of goods and commerce for Haines community members. Attendees will be reminded to maintain social distancing whenever possible.

**First Aide/COVID-19 Mitigation Supplies**

- First aide supplies and COVID-19 mitigation items like masks, disinfectant wipes, and hand sanitizer will be accessible to conference participants through the duration of the conference.
- Southeast Conference will coordinate with the Haines Health Center in Haines for testing any participant that develops symptoms during the course of the event.
- Southeast Conference has evacuation arrangements in place with Airlift NW in the event of a positive case
- Southeast Conference will alert potential close-contacts of an infected participant, and will retain participant attestation forms containing participant contact information for 60 days after the conclusion of the event



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*The virus that causes COVID-19 can be spread to others by infected persons who have few or no symptoms. Even if an infected person is only mildly ill, the people they spread it to may become seriously ill or even die, especially if that person is 65 or older with pre-existing health conditions that place her/him at higher risk. Because of the hidden nature of this threat, everyone should rigorously follow the practices specified in these protocols, all of which facilitate a safe and measured reopening of Alaska. The virus that causes COVID-19 is still circulating in our communities. We should continue to observe practices that protect everyone, including those who are most vulnerable.*

# SOUTHEASTSTRONG



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