Hello colleagues,

We are looking forward to the Joint Annual Meeting of TWS, SNVB, and NWPARC next month in Spokane, WA. As you are likely aware, the novel Coronavirus (COVID-19) has been detected in Washington. Following the guidance of the Centers for Disease Control (CDC) to continue going about our daily activities as we continue to learn more in the coming weeks, the 2020 Joint Annual Meeting executive committee will continue planning for the Joint Annual Meeting to be held in Spokane, WA April 28th – May 1st.

We are sending you this message only to inform you that we are actively monitoring the situation, not to alarm you. Currently, the Spokane Regional Health District, WA Department of Health, and CDC say the risk to the general population is low, but that more cases are likely in coming weeks as testing expands and we learn more specifics about the extent of the problem here in Washington. We want to provide all attendees with the opportunity to determine for themselves whether they are comfortable attending the meeting and will continue to provide updates and additional meeting information as it becomes available. While we hope that this will not deter anyone from attending at this time, it is a personal choice and we respect that choice.

The location of the meeting site at the DoubleTree Hotel is not open to the public during events so access will be restricted to attendees and venue staff only.

To further promote a healthy environment at the meeting, at a minimum we will be:

- working with the venue to have additional hand sanitizing stations
- redistributing seating and food staging during catered events and breakout sessions to allow for more room between attendees
- providing servers to serve break food reducing handling of food and service utensils
- asking the venue to increase regular cleaning and sanitation of surfaces
- forgoing vendor/business cards to reduce handing materials back and forth
- providing gloves to people handling money/registration

We also respectfully request the following:

- If you are sick or displaying any symptoms of the cold or flu (fever, cough, respiratory complaints, etc.), please stay home and take care of yourself. This would be true regardless.
- Please wash hands thoroughly or use hand sanitizer before and after eating, using the restroom, or touching your face
- Please cover your cough with a tissue and dispose of tissue in the trash after use
- Please also be sure to bring your sense of humor and good spirit as this will undoubtably be an excellent opportunity to challenge your friends, and soon to be friends, to create new social customs that require less contact and create an environment that is safe and sanitary for us all
  - i.e., maybe try out a fist or elbow bump rather than shaking hands

We will continue to monitor the situation and take action as appropriate. Thank you for your time and we look forward to seeing you all in Spokane.

Sincerely,

The JAM 2020 Executive Committee for WA-TWS, SNVB, and NWPARC