

SUMMARY

Public Health Policies and Protocols*

CSI Master Specifiers Retreat, Lowes Ventana Canyon Resort

January 27-29, 2021

*As of 8/11/2020

INTRODUCTION

Safety is a core value of CSI. To that end, CSI and the management of Loews Ventana Canyon are taking pro-active steps to ensure your health and safety and minimize exposure to the COVID-19 virus during the Master Specifiers Retreat for all participants. CSI reserves the right to revise these policies and protocols at any time upon reasonable notice to meeting participants and to prohibit participation by any meeting participants that fail to comply with these policies and procedures.

GENERAL

- Counters, laptops, printers, tables, chairs, handrails, doorknobs, bathroom sinks, toilets and other furniture/equipment/areas with high traffic will be wiped down with antiviral and antibacterial agents frequently throughout the day by the hotel throughout the meeting space.
- In accordance with both Arizona regulations and the policy of the Loews Ventana Canyon, participants are always required to wear a mask when on hotel property and outside of individual sleeping rooms, except to eat and drink.
- The event will be conducted under a “no hugs, no handshaking” and minimum physical distance policy throughout the meeting area, including common areas, exhibit hall, meeting rooms and at social/meal functions.
- Signage to encourage pandemic-aware behavior will be posted throughout the meeting area.

PRIOR TO CONVENTION

- Do not attend if you have tested positive for the COVID-19 virus within 14 days of the event or have been notified that you have been exposed to someone with the COVID-19 virus within 14 days of the event.
- Provide emergency contact information to CSI during your registration process.
- Consider whether you may fall into one of the “higher risk” categories identified by public health officials before registering for the event.
- Do not travel if you are ill or not feeling well. Contact us at 800-689-2900.

REGISTRATION

- CSI staff will be required to wear face masks when interacting with participants.
- Contact-free credentials will be provided.

KNOWLEDGE EXCHANGE ROOM

- Wider aisles between tables to ensure each delegates ability to maintain proper physical distance.
- One-way aisles to manage flow of traffic in a clockwise direction.

MEETING ROOMS

- Chairs in meeting rooms will be set to allow proper physical distancing.
- Hotel staff will wipe down all high-touch/high-traffic areas frequently throughout the day.

FOOD/BEVERAGE

- All food service will be either pre-packaged or plated meals.

- Coffee stations will be staffed with attendants.
- Seating at round tables during meals will be reduced from ten per table to four per table.
- Handwashing/sanitizing stations will be placed in all rooms where food is served.

HOTEL

- The hotel has implemented a health screening program for all employees.
- The hotel has re-trained the entire hotel staff on proper cleaning/disinfecting procedures, personal behavior, and use of personal protective equipment (PPE)
- The hotel is conducting frequent water and air containment testing to ensure proper ventilation and filtration.
- Hand sanitizer is provided at multiple locations in the hotel, including throughout the meeting area.
- Queue spacing marks have been placed at all bars, restaurants, and retail locations to identify and encourage appropriate social distancing.
- The hotel has implemented an aggressive cleaning/disinfecting schedule for all public and “high touch” areas
- Social distancing procedures have been implemented throughout the Loews Hotel.
- Restaurants and other public areas have reduced their maximum capacities to allow for appropriate distancing based on state and local ordinances.
- Hotel employees will not enter occupied rooms, including guest room attendants. Hotel employees will not enter occupied rooms; however, they can enter a room if requested for a maintenance request or a light refresh from housekeeping. To enter the room, we do need to have the guests vacated from the room 15 minutes in advance of our team entering.
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ADDITIONAL INFORMATION

- Information on ground transportation services are being researched and will be sent to specifiers by December 1, 2020.
- Should you become ill during the event, please immediately advise a staff member by 800-689-2900 and self-isolate.
- Contact a local emergency room or urgent care center for instructions.
 - Hospital Northwest Medical Center; 6200 N LaCholla Blvd, Tucson, AZ; (520) 742-9000
 - Urgent Care La Paloma Urgent Care; 4001 E. Sunrise Dr, Tucson, AZ; (520) 209-7000
 - Pharmacy CVS 6895 E Sunrise Dr, Tucson, AZ; (520) 615-4800
- Please practice good hygiene by washing your hands frequently or using sanitizing stations which will be located throughout the hotel and meeting area
- We will continue to work with the hotel and local jurisdictions and will make modifications to ensure the health and well-being of all attendees.