

DRAFT Mitigation Plan for the Alaska Board of Fisheries Prince  
William Sound Meeting, November 30-December 6, 2022,  
Cordova Alaska

November 22, 2021

Alaska Department of Fish and Game  
Boards Support Section

## Table of Contents

Lead Contacts.....	3
Current Conditions re: COVID-19.....	3
Community of Cordova Information.....	3
Expected Attendance.....	3
Facility Considerations.....	4
Mitigation Measures.....	6
Pretesting.....	6
Registration.....	6
Mask Requirement.....	6
Signage.....	6
Traffic Flow.....	6
Physical Equipment.....	6
Facility Measures.....	7
Testing Facilities.....	7
Board Process Changes.....	7
In Meeting Plan.....	7
Response Team.....	7
Medical Facilities.....	7
Symptom Observation.....	9
Testing.....	9
Contact tracing.....	9
Quarantining.....	9
Transportation.....	9
Communication Plan.....	10

## Lead Contacts

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## Current Conditions re: COVID-19

As of November 22, 2021, Alaska and communities were sustaining the COVID-19 case counts and related information provided in Table 1. While registration for the meeting is ongoing, it is assumed most of the participants will be coming from these Alaska regions/communities.

**Table 1**

Location	7-Day Case Rate <sup>1 2</sup>	Case Rate Trend as of 11/09/21	Risk Alert Level	Percentage of Fully Vaccinated
Alaska Statewide	50.2	Down from 76.1	High	55%
City of Cordova	n/a	n/a	Level 3	70.5%
Chugach Census Area	50.8	Down from 61.4	High	59.84%
Copper River Census Area	132.3	Up from 111.2	High	
Municipality of Anchorage	39.2	Down from 66.8	High	55.0%
Mat-Su Borough	54.2	Down from 92.5	High	37.7%
Fairbanks North Star Borough	42.5	Down from 71.6	High	44.9%
City and Borough of Juneau	22.0	Down from 32.4	High	69.6%

## Community of Cordova Information

As of November 22, 2021, Cordova is listed at a Level 3 Alert status with improving conditions. For information on the conditions applied to the community at this alert level visit the community's COVID-19 website here - <https://covid19.cityofcordova.net/>.

## Expected Attendance

The Prince William Finfish and Shellfish meeting is expected to draw over 100 people between board members, staff and attending public. Table 2 provides a known breakdown at this time.

**Table 2**

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<sup>1</sup> The 7-day case rate is a common measurement for comparing the prevalence of COVID-19 in various communities or regions with different populations. Using 100,000 population as the flagpole, it asks "what is the average number of daily cases if you prorate the population to 100,000?". In a community like Juneau with a population of 32,000, roughly a third of 100,000, if the community was sustaining 10 cases/day on average, it's case rate would be 31.25. In a community like Anchorage with a population of 288,970, if there were 50 cases/day on average, it would have a case rate of 17.3.

<sup>2</sup> All data from the Alaska Department of Health and Social Services daily COVID-19 updates.

Organization	Number of People	Notes
Board of Fisheries members	7	From Anchorage, Eagle River, Wasilla, Willow, Fairbanks, Petersburg, Soldotna
ADF&G – Boards Support	5	3 from Juneau, 1 from Fairbanks and Anchorage each
ADF&G – Commercial Fisheries	8	7 staff members will participate remotely
ADF&G – Sport Fisheries	8	3 staff members will participate remotely
ADF&G – Subsistence Section	1	1 staff member will participate remotely
Other Agency Staff	3	All from Anchorage
Advisory Committee members	4	Cordova, Valdez, Anchorage, Fairbanks at this time
General Public*	120	An estimate
<b>Total</b>	<b>156</b>	

\* Actual attendance will vary based on registration numbers between November 22 and the meeting, including registrations at the door.

## Facility Considerations

The Cordova Center is a city owned public facility. The entire facility is 34,000 square feet and includes the Cordova Public Library, educational room, meeting spaces, The Cordova Historical Museum, the North Star Theatre - a 200-seat performance space, city administrative offices and a full kitchen. The meeting space planned for the Board of Fisheries meeting is shown in Figure 1.

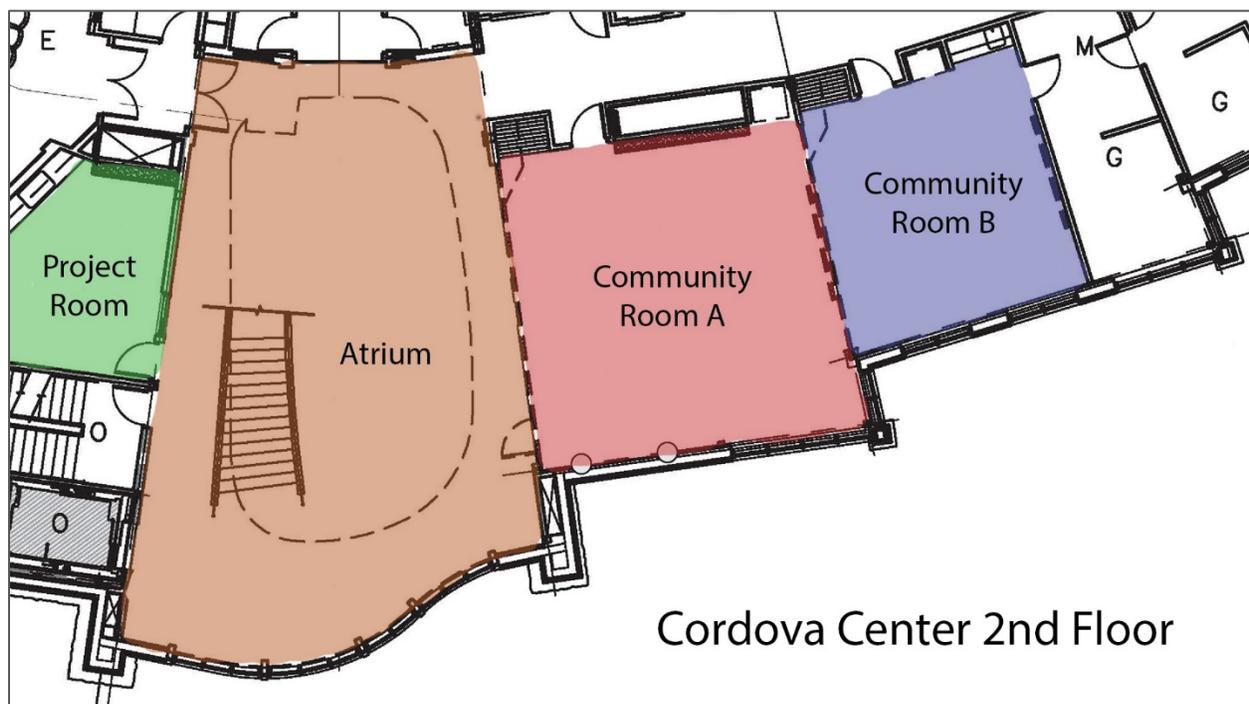


Figure 1

Figure 2 provides the meeting room layout with tables and chairs without any social distancing. Certain adjustments may be anticipated.

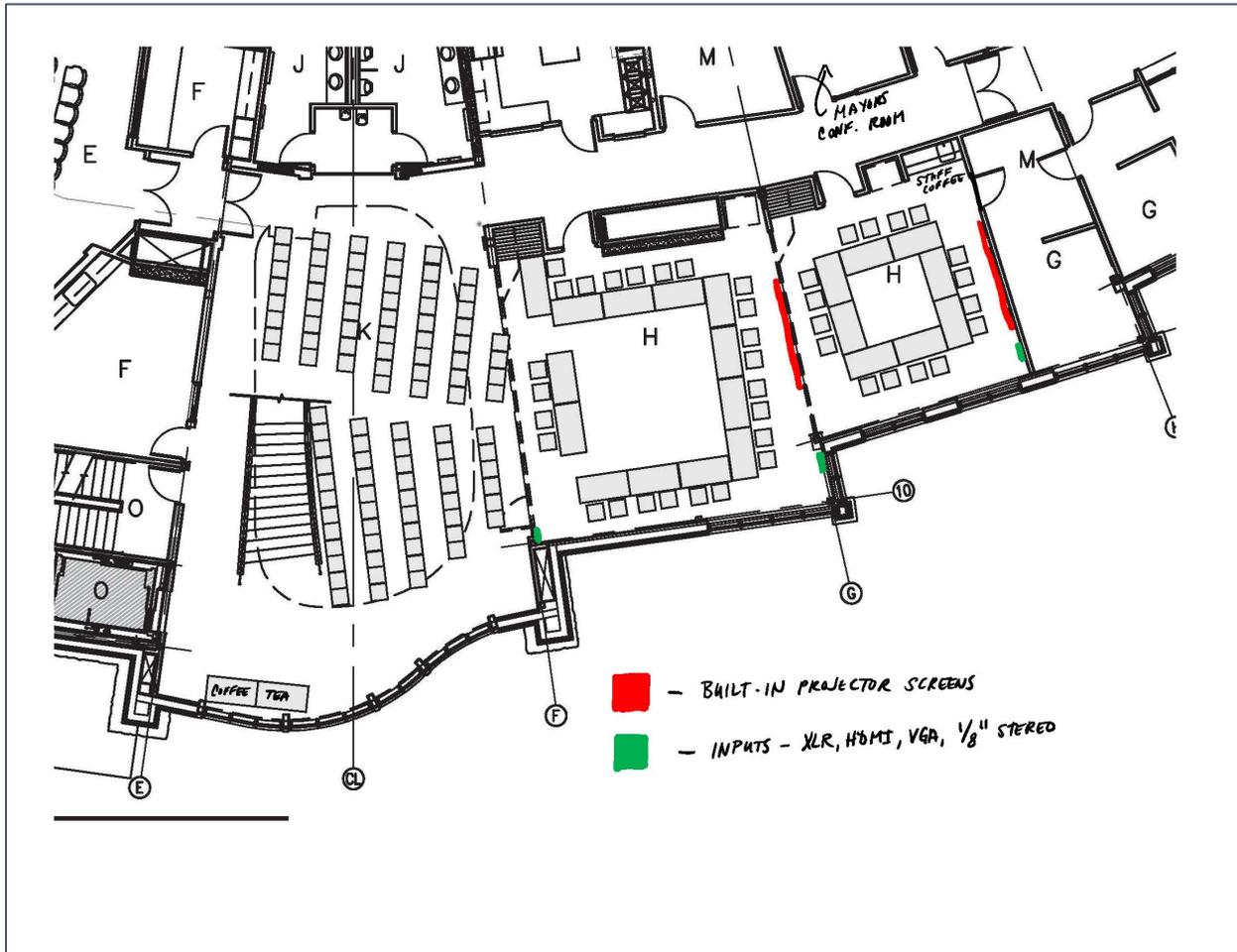


Figure 2

During the Board of Fisheries meeting, the entrance into the building will be limited to the 3<sup>rd</sup> floor entrance on Main Street. Greater parking is available in the Lower parking lot. Attendees must register to join the meeting and will be provided with a badge that indicates registration. There will be a registration table set-up at the building entrance for those not registered in advance. Pre-registration may be conducted at the board's meeting webpage here -

<http://www.adfg.alaska.gov/index.cfm?adfg=fisheriesboard.meetinginfo&date=11-30-2021&meeting=cordova>.

Complete facility guidelines are provided in Appendix 1. Key requirements include:

- Face coverings must be worn at all times when moving through the building and when social distancing is not an option.

- Event sponsor is responsible for attendee compliance.
- Cordova Center Event Staff will disinfect equipment, meeting rooms and restrooms at the conclusion of daily meetings. Event staff may spot disinfect throughout the day.

## Mitigation Measures

### Pretesting

Pretesting is not a requirement of meeting attendees, but highly encouraged. Testing in one's home community three days prior to travel will provide the attendee with information related to infection and whether travel is advisable.

### Registration

Registration is required of all non-board and staff attendees. Registration will contain contact information, acknowledgement of a waiver and release of liability, and requested sign-up times for public testimony.

A registration table will be stationed at the front desk and individuals entering will be given a badge and asked to have it available upon request throughout the meeting.

### Mask Requirement

The Cordova Center is requiring masks to be worn in the facility when moving about and when six feet social distancing cannot be maintained. As renters of the facility, Boards Support is asked to enforce the requirement. Boards Support appreciates everyone's assistance

### Signage

Boards Support will work with facility management to have appropriate and adequate signage around the building in key locations including the front entrance, when entering the meeting room, and in the main meeting area. Signage will provide -

- The local alert status.
- Encouragement to practice social distancing when possible.
- Reminders to attendees mask wearing is required when social distancing cannot be maintained or when moving throughout the building.
- Encouragement to wash hands, use hand sanitizer, and other measures.
- Information on local medical providers.

### Traffic Flow

With the requirement to wear masks, there is less emphasis on traffic flow throughout the building however some basic floor markings will be made throughout the meeting area to assist in social distancing.

### Physical Equipment

Boards Support will set up sneeze guards around the regional coordinator/record copy desk. Water bottles will be available as opposed to water coolers. Ample hand sanitizer will be available and Boards

Support will have masks available on request. Boards Support also has microphone covers to use for shared microphones.

### Facility Measures

The Cordova Center is equipped with an up-to-date HVAC filtration system. The facility also employs foggers around the building during breaks.

### Testing Facilities

Testing facilities are available at the Cordova Community Medical Center and Ilanka Community Health Center (see page 6 and 7 for directions). Boards Support also has a small supply of home test kits if the need arises. In the event individuals begin to feel symptoms, there will be handouts and signage throughout the building on where to find the clinics.

### Board Process Changes

There are a number of changes to the board process that will assist in limiting the spread of COVID-19. Early sign-up for public testimony through the registration will help reduce the number of people in the board meeting room at the beginning of the meeting. This metered approach to handling public testimony will allow individuals to arrive near their scheduled time for testimony.

There will be increased video capacity in the room. Attendees can watch the meeting elsewhere and better time when they need to be in the room.

Committee of the whole meetings will be conducted using stationary microphones placed throughout the room rather than passing around a single microphone to all speakers.

Finally, many ADF&G staff members will participate remotely and/or time their entrance into the meeting room for when they are most needed. Side rooms with Zoom capacity will help facilitate side conversations between board members, staff, and stakeholders.

## In Meeting Plan

### Response Team

In the event of an outbreak at the meeting, Boards Support will notify all participants and organize a response team to assist affected individuals. Participants will be informed at the outset of the meeting, and repeatedly thereafter, that they may expect confidentiality from the response team in the event of sustaining COVID related symptoms.

The response team will consist of Boards Support, the facility manager, a representative from the community medical center, and appropriate contact tracers.

### Medical Facilities

There are two medical facilities in Cordova. The [Cordova Community Medical Center](#) is Cordova's primary care clinic and capable of assisting attendees in the event COVID-19 is contracted. The clinic is at 602 Chase Avenue, approximately half a mile from the Cordova Center. Figure 3 provides a map from the Cordova Center to the medical center. The Center provides COVID-19 testing. Call 424-8200 to schedule an appointment.

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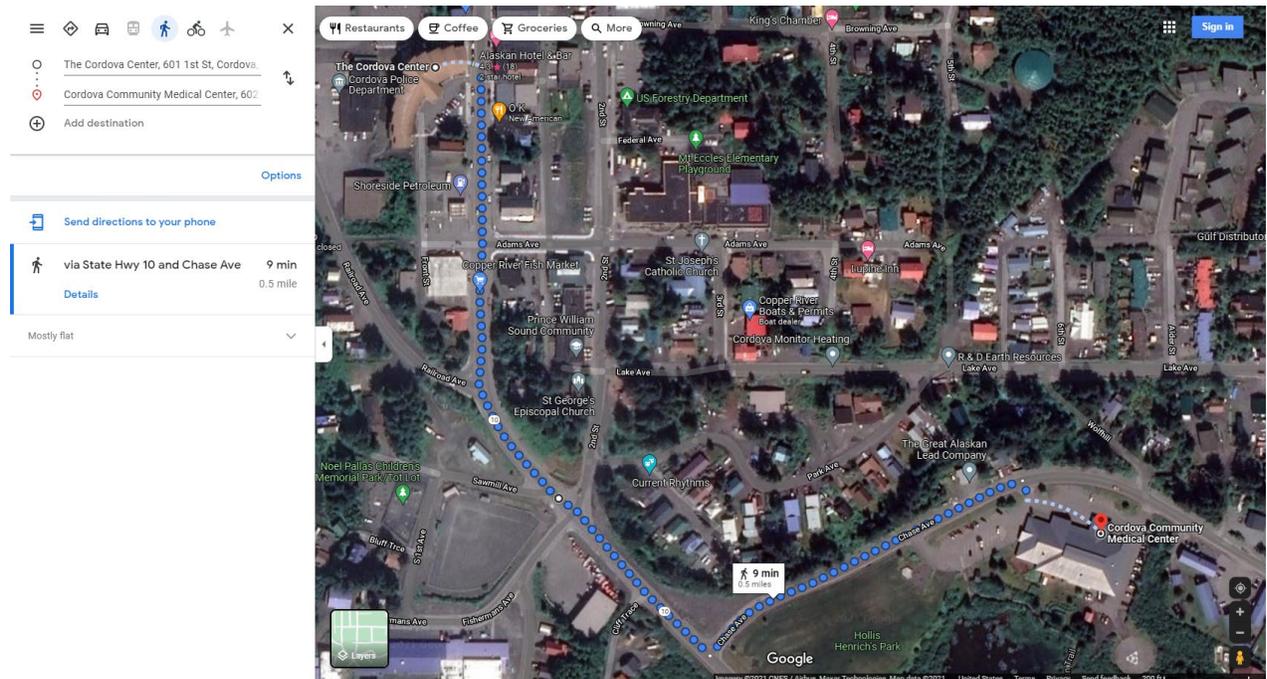


Figure 3

The [Ilanka Community Health Center](#) is a primary health, behavioral health, integrated and ambulatory care outpatient clinic. It is located at 705 2<sup>nd</sup> Street, within a few minutes walking of the Cordova Center. Please see the following Figure 4 for directions. The Ilanka Center provides testing for COVID-19. Call 424-3622 to schedule an appointment.

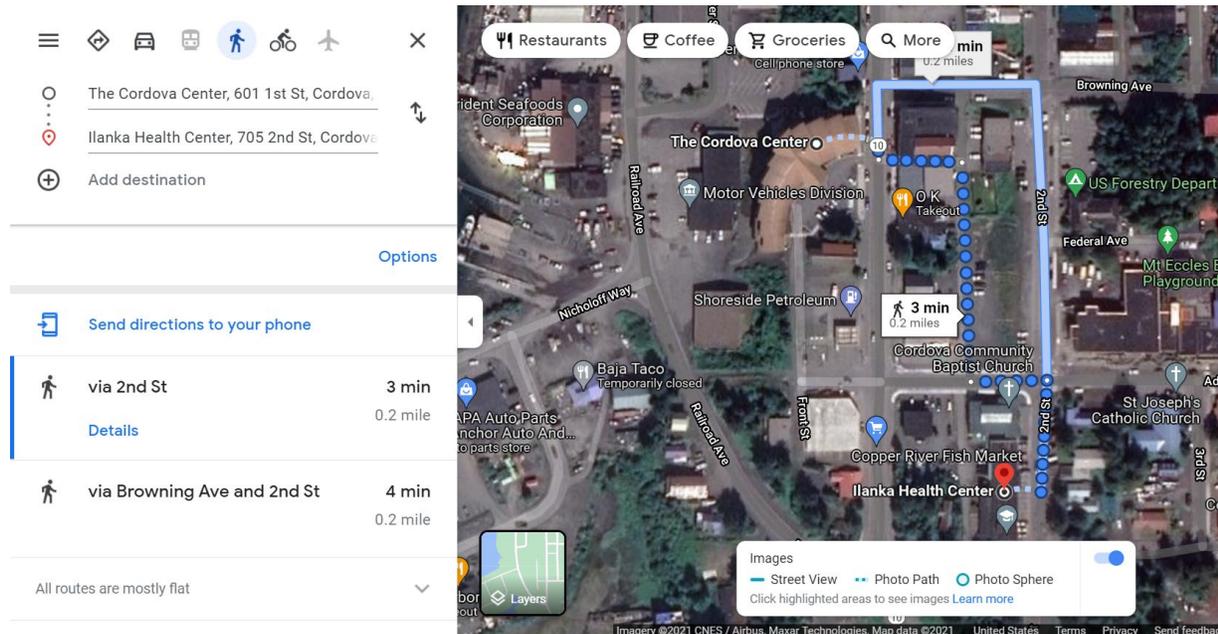


Figure 4

### Symptom Observation

Attendees are encouraged to carefully monitor their own well-being. If an individual is feeling any common COVID-19 symptoms, they should not attend the meeting in person, and get tested at either of the local clinics. Common COVID-19 symptoms include:

- persistent dry cough,
- fever,
- tiredness,
- aches and pains,
- sore throat,
- diarrhea,
- conjunctivitis,
- headache,
- loss of taste or smell,
- skin rash,
- toes or fingers discoloration,
- difficulty breathing or shortness of breath,
- chest pain or pressure, and
- loss of speech or movement.

Boards Support staff will monitor for individuals displaying any of the common symptoms and will work with attendees if noted. Instructions to seek testing services will be listed throughout the meeting building.

### Testing

Testing is available at the medical clinics. (See previous section for directions.)

### Contact tracing

In the event of a COVID-19 case occurring at the meeting, the lead event contacts will coordinate with local contact tracers to notify individuals who may have been exposed to COVID-19 and ask them to seek testing. Any work of the contact tracers will be done with confidentiality towards all involved.

### Quarantining

Individuals who contract COVID-19, are experiencing COVID-19 related symptoms (see above), or are unvaccinated and were in close contact with someone who has COVID-19, must quarantine until they are no longer infected and/or test negative for the virus. Vaccinated individuals who were in close contact with someone known to have COVID-19 need to test only if they are feeling symptoms. That individual should quarantine until receiving a negative test result.

### Transportation

Boards Support will endeavor to assist with transportation for individuals showing COVID-19 related symptoms. Participants should be aware there is a single cab driver in Cordova who will not drive passengers without verification of vaccination.

## Communication Plan

Through the meeting registration, contact information for all attendees will be collected by Boards Support for rapid communication. Boards Support will use the contact information at several intervals. Prior to the meeting Boards Support will send registrants meeting updates including this mitigation plan. This communication will continue throughout the meeting if there are COVID-19 outbreaks or related medical issues. Boards Support will also include all emails in its Board of Fisheries subscription list for individuals interested in Prince William Sound.

In addition to meeting notices sent out as needed, there will be substantial signage throughout the building to serve as reminders and inform attendees on the change in process.

## Appendix 1



CORDOVA CENTER

Community Inspired Development

THE CORDOVA CENTER • P.O. BX 1210 • CORDOVA, ALASKA 99574 • 907.424.6665 • mbriggs@cityofcordova.net

### EVENT GUIDELINES DURING THE TIME OF COVID 19

Masks should be worn while moving through the building and when social distancing is not an option.

1. Event sponsor is responsible for attendee compliance.
2. Event sponsor will provide an on-premises contact number to Cordova Center event team leader.
3. Cordova Center will make face masks available but prefer the event sponsor be clear in directing attendees to come prepared. There are multiple hand sanitizing stations available around the Cordova Center.
4. Cordova Center Event Staff will disinfect equipment, meeting rooms and restrooms at the conclusion of daily meetings. Event staff may spot disinfect throughout the day.
5. Auditorium:
  - a. Socially distanced seats are marked with yellow and orange tape.
  - b. If social distancing is not an option masks must be worn.
  - c. All liquids must be tightly covered. No Spills please.
  - d. No food allowed
6. Meeting Rooms:
  - a. Will be set up according to Event Sponsors requirements and directions.
  - b. If social distancing is not an option masks must be worn.
7. Food and Beverage Services:
  - a. Coffee/Water Service can be provided by request. Disposable service products will be used at this time.
  - b. Food Service: No buffet services or outdoor grilling will be offered at this time, plated meals only from the certified kitchen.
  - c. All food provided by Event Sponsor must be individually packaged. Disposable products will be used at this time.
8. These guidelines may be updated or changed at any point.
9. Please help Event Staff by removing trash and depositing it in the proper receptacles.

Cordova Center Event Team