

## **The Peloton COVID-19 Community Preparedness & Action Plan Update**

The Peloton Condominium Association, Inc. ("Association")'s Board of Directors and Management is aware of the ongoing concerns regarding the Coronavirus Disease 2019 (COVID-19). We are monitoring the situation, and the health and wellbeing of our community is a top priority. This is a dynamic situation, and we will continue to respond appropriately, learning and adapting as new information is made available.

The Association is obtaining information on COVID-19 from various publicly available sources, including Boulder County Health, the City of Boulder, and CU, but will rely primarily on information made available by Centers for Disease Control and Prevention (CDC).

Most of the information below has been obtained from the CDC. Association Management will continue to provide COVID-19 communications to inform the community of any changes we are making in our responses. But, it is each Peloton Owner and resident's responsibility to keep themselves personally informed about the COVID-19 situation. There is much more to learn about the transmissibility, severity, and other features of COVID-19 and investigations are ongoing. Updates are available on CDC's web page at [www.cdc.gov/coronavirus/covid19](http://www.cdc.gov/coronavirus/covid19).

Coronaviruses are a large family of viruses that are common in humans and many different species of animals, including camels, cattle, cats, and bats. Rarely, animal coronaviruses can infect people and then spread between people, such as with MERS-CoV and SARS-CoV. CDC is working across the Department of Health and Human Services and across the U.S. government in the public health response to COVID-19. Much is unknown about how the virus that causes COVID-19 spreads. Current knowledge is largely based on what is known about similar coronaviruses.

To date, there have been no confirmed cases of COVID-19 in Boulder County. On Thursday, March 5, 2020, the Colorado Department of Public Health and Environment (CDPHE) reported that the state laboratory had two positive test results for COVID-19. Because the testing was done at the state level, the cases are "presumptive positive" and results will be sent to the Centers for Disease Control and Prevention (CDC) for confirmation. To act as swiftly as possible, the state is proceeding as if the cases are officially confirmed.

### **What ALL of us (and you) can do now:**

There are simple, everyday preventative actions to help prevent the spread of respiratory viruses, including:

- Clean your hands frequently with soap and water for at least 20 seconds OR minimum 60% alcohol-based hand rub.
- Avoid touching your eyes, nose and mouth with unwashed hands.
- Practice respiratory etiquette and cover your nose and mouth when coughing and sneezing.
- Avoid close contact with anyone with cold or flu-like symptoms.
- Stay home if you are sick.
- Get an annual flu vaccine if you have not had one.

Practice Social Distancing!

Management is installing touchless hand sanitizer stations and disinfecting wipes canisters in high traffic areas (including elevators and the Community Center).

In the Fitness Center, we use a 3:1 mix of water to Mr. Clean, which is an antibacterial and disinfectant cleaner. The CDC's COVID-19 help phone line representative informed Management that this solution is appropriate for disinfecting fitness equipment surfaces.

## **What Association Management is doing now regarding Association employees:**

The Association Management is following the below CDC interim guidance to help prevent workplace exposures to acute respiratory illnesses, including COVID-19, in non-healthcare settings. The guidance also provides planning considerations if there are more widespread, community outbreaks of COVID-19.

To prevent stigma and discrimination in the workplace, we will use only the guidance described below to determine risk of COVID-19 (we will not make determinations of risk based on race or country of origin, and we will maintain confidentiality of people with confirmed COVID-19):

- Actively encourage sick employees to stay home
  - Employees who have symptoms of acute respiratory illness are recommended to stay home and not come to work until they are free of fever (100.4° F [37.8° C] or greater using an oral thermometer), signs of a fever, and any other symptoms for at least 24 hours, without the use of fever-reducing or other symptom-altering medicines (e.g. cough suppressants). Employees should notify their supervisor and stay home if they are sick.
- Ensure sick leave policies are flexible and consistent with public health guidance and that employees are aware of these policies.
- Talk with our vendors with contract or temporary employees about the importance of sick employees staying home and encourage them to develop non-punitive leave policies.
  - We will not require a healthcare provider's note for employees who are sick with acute respiratory illness to validate their illness or to return to work, as healthcare provider offices and medical facilities may be extremely busy and not able to provide such documentation in a timely way.
  - We will maintain flexible policies that permit employees to stay home to care for a sick family member. We are aware that more employees may need to stay at home to care for sick children or other sick family members than is usual.
- Separate sick employees
  - CDC recommends that employees who appear to have acute respiratory illness symptoms (i.e. cough, shortness of breath) upon arrival to work or become sick during the day should be separated from other employees and be sent home immediately. Sick employees should cover their noses and mouths with a tissue when coughing or sneezing (or an elbow or shoulder if no tissue is available).
- Emphasize staying home when sick, respiratory etiquette and hand hygiene by all employees
  - Provide tissues and no-touch disposal receptacles for use by employees.
  - Instruct employees to clean their hands often with an alcohol-based hand sanitizer that contains at least 60-95% alcohol, or wash their hands with soap and water for at least 20 seconds. Soap and water should be used preferentially if hands are visibly dirty.
  - Provide soap and water and alcohol-based hand rubs in the workplace. Ensure that adequate supplies are maintained. Place hand rubs in multiple locations or in conference rooms to encourage hand hygiene.
- Perform routine environmental cleaning
  - Routinely clean all frequently touched surfaces in the workplace, such as workstations, countertops, and doorknobs. Use the cleaning agents that are usually used in these areas and follow the directions on the label.
  - No additional disinfection beyond routine cleaning is recommended at this time.

- Provide disposable wipes so that commonly used surfaces (for example, doorknobs, keyboards, remote controls, desks) can be wiped down by employees before each use.
- Advise employees before traveling to take certain steps
  - Check the CDC's Traveler's Health Notices for the latest guidance and recommendations for each country to which you will travel. Specific travel information for travelers can be found at on the CDC website.
  - Advise employees to check themselves for symptoms of acute respiratory illness before starting travel and notify their supervisor and stay home if they are sick.
  - Ensure employees who become sick while traveling or on temporary assignment understand that they should notify their supervisor and should promptly call a healthcare provider for advice if needed.
  - If outside the United States, sick employees should follow your company's policy for obtaining medical care or contact a healthcare provider or overseas medical assistance company to assist them with finding an appropriate healthcare provider in that country. A U.S. consular officer can help locate healthcare services. However, U.S. embassies, consulates, and military facilities do not have the legal authority, capability, and resources to evacuate or give medicines, vaccines, or medical care to private U.S. citizens overseas.
- Additional Measures in Response to Currently Occurring Sporadic Importations of the COVID-19
  - Employees who are well but who have a sick family member at home with COVID-19 should notify their supervisor and refer to CDC guidance for how to conduct a risk assessment of their potential exposure.
  - If an employee is confirmed to have COVID-19, employers should inform fellow employees of their possible exposure to COVID-19 in the workplace but maintain confidentiality as required by the Americans with Disabilities Act (ADA). Employees exposed to a co-worker with confirmed COVID-19 should refer to CDC guidance for how to conduct a risk assessment of their potential exposure.

**What Association Management plans for group (Board, Committee, Community) meetings:**

Management will have the ability to utilize Zoom or another similar video conferencing platform for group meetings in lieu of face to face meetings, in the event of a local COVID-19 outbreak.

**What Association Management plans to do regarding Association employees and work in the event of a local COVID-19 outbreak:**

During a COVID-19 outbreak, all sick employees will be told to stay home and away from the workplace, respiratory etiquette and hand hygiene will be encouraged, and routine cleaning of commonly touched surfaces will be performed regularly. Our primary objectives will be: (a) reducing transmission among staff, Peloton Owners/residents/guests and vendors, (b) protecting people who are at higher risk for adverse health complications, (c) maintaining business operations, and (d) minimizing adverse effects on others.

We will implement some or all of the below key considerations when making decisions on appropriate responses:

- Inform employees that some people may be at higher risk for severe illness, such as older adults and those with chronic medical conditions.
- Prepare for possible increased numbers of employee absences due to illness in employees and their family members, dismissals of early childhood programs and K-12 schools due to high levels of absenteeism or illness:

- Monitor and respond to absenteeism at the workplace. Implement plans to continue essential business functions in case we experience higher than usual absenteeism.
  - Additional temporary staffing can be provided by Hammersmith HR
  - Office staff members can work remotely from home
  - Cross-train personnel to perform essential functions so that the workplace is able to operate even if key staff members are absent.
- Be prepared to make changes to maintain critical operations (focus on building mechanical system operations, access, security, and cleanliness). We will maintain coordination with health officials so that timely and accurate information can guide appropriate responses.

In addition to the CDC website, we will utilize this Boulder County Health (BCH) COVID-19 update page on confirmed cases of the disease in Colorado:

<https://www.colorado.gov/pacific/cdphe/2019-novel-coronavirus>

Information Resources: •

- <https://www.bouldercounty.org/families/disease/covid-19/>
- <https://www.cdc.gov/coronavirus/2019-ncov/about/prevention-treatment.html>
- <https://www.nih.gov/health-information/coronavirus>
- <https://www.health.harvard.edu/blog/as-coronavirus-spreads-many-questions-and-some-answers-2020022719004>
- <https://www.who.int/emergencies/diseases/novel-coronavirus-2019/advice-for-public/myth-busters>
- <https://www.health.harvard.edu/diseases-and-conditions/coronavirus-resource-center>
- How to wash your hands properly
- Elderly and high-risk population

We take the COVID-19 threat very seriously and want the community to know that Management will respond to the changing situation and adjust and adapt as needed.

Thank you.