

King County Area P&R Professionals

COVID-19/CORONAVIRUS RESPONSE- CONFERENCE CALL #02

3.9.2020 0900 HRS

Notes by Pete Mayer, Metro Parks Tacoma

Bellevue (Shelley)

- North Bellevue-
 - Seniors and special pop's
- All other facilities open

Seattle (Justin Cutler)

- PHSKC ambiguity- because they aren't requiring closures leaving inconsistencies
- No closures of facilities, but in line with snow response protocols
- Enhanced planning
- Pools are normal
- Events continuing as normal

Kirkland

- 2 community centers closed- largely due to staff shortage
 - Half of P&R staff on 6-8 hour shifts (until 10pm) rotations at EOC
 - Instructors calling in sick
- Special events in March- 2 permits revoked
- Green Kirkland still on
- Picnic shelter rentals still honored.
- Closed until March 31
- Spring/Summer registration March 19th; programs begin April 1
- **If did not test for coronavirus**
 - **Come back 24 hours after you're well**
- **If positive**
 - **Come back 14 days after you're well**

Enumclaw (Michelle)

- Modifying programs at Senior Center- some classes cancelled. Facility remains open.
- Mayor hosting local meeting this meeting w/hospital, public health

Maple Valley (Dave)

- Programs and facilities open
- Schools suspending access to non-school groups. P&R programs cancelled
- Some rental groups called to cancel- waiving cancellation fees; giving full refund
- Program refunds- working to provide refunds
- Disinfectant every other day to outdoor play areas

Auburn (Julie/Darrell)

- State of Emergency declared
- Facilities closed in Auburn (Senior Center & Community Center)
- Afterschool Program cancelled
- Mayor took lead from Emergency Manager
- Field rentals still a go
- Senior Centers- preparing food for delivery
- Private rentals in public facilities still okay

Mercer Island

- Staffing protocols- part-time expectations- layoffs?
- \$35K in lost facility rental revenue

Shoreline

- All non-benefited part-time staff suspended
- Benefited staff- re-assigned

Burien (Casey)

- Staff who have called into their doctors- but docs won't see them; telling them to stay home and self-quarantine

Everett (Lori)

- Some sick employees. Managers in close contact with them
- If fever, cough, symptoms of COVID-19, don't return to work until 72 hours after your symptoms have gone away or 7 days- whichever is longer
- Tracking of employees on when/who's out of office- to help in case investigations if/when something occurs.
- Outdoor public restrooms

Tukwila (Tracy)

- Criteria for closing a facility?

Issaquah (Jeff)

- Will close with presumptive or confirmed positive case
- Modifying programs and events

Renton

Is anyone treating playgrounds and outdoor equipment?

Has increased outdoor public

Bleach/water 2x/week to outdoor playgrounds

King County Parks (Doug)

Purchased a portable steam cleaner to use on outdoor play areas

Daily deep cleaning on outdoor restrooms

King County Area P&R Professionals Mtg.

COVID-19/CORONAVIRUS RESPONSE- CONFERENCE CALL #1

Updated 3:20 3.6.2020

Issaquah (Jeff W) – programs, services and facilities open. Desire to amend our refund policy but honor some kind of credit (not cash back) for the month of March. Those who can take work home, they are encouraged and supported to do so. Those who can't work from home, if someone chooses to stay home- would be required to take leave. Following public health guidelines.

- 5 facilities
- Currently open, no known contact
- Considering partial closure of Senior Center

Northshore Senior Center (Kenmore) (Jennifer)- closed. Considering emergency proclamation tonight and looking to bring pandemic policy to Council for review regarding closures, etc.- similar to Bothell. **Shutting down public restrooms in parks? Considering shutting down due to low staff levels- 50% health related and 50% operational limitations due to staffing.**

City of Kirkland- not shutting down restrooms in parks

City of Kent (Julie)- status quo- no closures; social distancing? Allowing staff to telecommute?
Updated

- 3.6.2020 (3:30pm) Kent Senior Center and Senior Programs is officially closed now through March 31, 2020. No other closures yet. We are not reacting to the elimination of under 50 people gathering just yet.
- 3.5.2020. A few programs like Senior Ski Trips, etc, that have healthy, active 'younger' Seniors, we are keeping on, with participant discussion and engagement. We are also still debating 'rentals' at the Senior Center, 'if' they don't involve a lot of Seniors. This isn't a building issue per say, it's a vulnerable population concern. If we have birthday parties, reunions, wedding receptions etc, we may consider still allowing rentals. Everything else, so far, is status quo. Kent is also not yet allowing telecommuting, so far, we have no confirmed cases in the City. We are activating Level 1 emergency protocols, however, are no declaration of emergency, more focused on proactive planning. We are allowing full cash refunds on a case by case basis and aren't necessarily advertising that – in-house approach and direction to staff only. We have decided against credits on account because we want to recognize current year revenue loss, not lock up next year program capacities and revenue confusion. We are also working through consideration of running classes below class minimums and recovery, if withdrawals escalate.

City of Bellevue (Shelley Brittingham & Toni Esparza)- community centers & facilities open; following PHSKC guidelines; more cleaning & supplies distributed to staff; declared city-wide emergency 2 days ago.

- Spring Classes started this week- withdrawals started. Offering full refunds during 1st week of class because of the immediacy of the escalation when classes started.
- Facility rentals- if rented in March, full refund
- Reviewing large gatherings/events- creating a list of special events & gatherings (10 or more); looking at alternative options; youth theatre benefit auction cancelled next week
- Reviewing senior programming- case-by-case review and determining where programs
- Telework is an option- determined on a case-by-case basis; those at facilities
- Bellevue School District- limiting non-essential activities, indoors/outdoor rentals
- **Will need to evaluate impacts on vulnerable populations if public restrooms are shutdown.**

City of Redmond- Declared state of emergency. Following KC PH guidelines; We will be closing the Senior programs, community center, teen center. We will be allowing for and encouraging staff to telecommute. We are keeping parks and restrooms in parks open. We are cancelling all events, both public and private permitted events. We are keeping City Hall open, and customer serviced staffed. ECC is in full operations and staffed M-F, 8 am – 5pm. We are working on technology to have virtual meetings, boards and commission meetings as well.

Kirkland- guidance from PHSKC regarding 10 or more people is confusing. Cancelled 2 special events in March. Have meetings today at 4pm regarding closing down centers and all programs

What will be trigger for re-opening? What will be considered safe?

City of Burien P&R (Casey S.)- Cities declaring state of emergency at all? Would help

City of Seattle –

Seattle Parks and Recreation has canceled its [Lifelong Recreation senior program](#) classes, trips and drop-in programs for at least the next two weeks due to the coronavirus outbreak, Parks said in a news release Thursday

City of Federal Way –

We are remaining open at the Federal Way Community Center. We are moving forward with our Daughters Night Out event this weekend.

We have canceled a couple of programs for our more vulnerable populations. Our Spring Inclusion dance we canceled that was scheduled for tomorrow. We have also canceled our Senior Wine Dine and Win (casino overnight trip) that was scheduled to take place this weekend.

Obviously we continue to monitor the situation with our Emergency Manager and our management team.

Shoreline (Mary)- just declared state of emergency; closing recreation facilities (2 community centers, 1 pool) today at 5pm; all rentals and all programs. Planning Commission will occur tomorrow night (less than 10 people). All other public meetings cancelled. Senior center privately operated, but evaluating situation and likely to close today. Indoor large rentals cancelled. Full refund. Outdoor rentals no decision. Tracking lost revenue. Schools just cancelled non-essential activities including outdoor & indoor activities.

City of Renton –

- ~~Self reported unconfirmed case~~
- ~~Closed RCC for two days~~
- Renton Community Center will be closed through the end of the month, cancelling all programs, events and rentals for those dates. This action is based on a self-reported and unconfirmed case of a community member who visited this facility.
- Highlands Neighborhood Center will be closed until further notice. This action is based on a self-reported and unconfirmed case at this time.
- The Renton Senior Center is closed, with the exception of essential programs. This action is based on the age of the population it serves and guidance from King County Public Health.
- At this time, no other city buildings are affected by closures.

Tukwila- Tukwila has now cancelled all senior programs until 3-20-20. Evaluating big basketball tournament this weekend - Cancelled. Sending staff home as normal if they come in sick. Making efforts to have those that can perform work elsewhere (home) telecommute rather than come into the office. Using Skype meetings rather than gathering. Working closely with Tukwila School District to make sure we are consistent with messaging and protocols. Cleaning/sanitizing each room after rental or program has concluded, cleaning log sheet put on each door to communicate to users and staff the room has been cleaned.

Metro Parks Tacoma –

- Implementing new cleaning guidelines
- Activated COOP/ops/planning
- Increased communication

Maple Valley-

- Like most others, programs are still running
- Have had some rentals cancel, working on refund policy with them
- Ongoing meetings and following Public Health's guidance.
- Have canceled public meetings for the remainder of the week
- Since situation is changing and evolving, we are currently looking at this weekly.

City of Auburn –

Auburn has declared a State of Emergency and closed the Auburn Community & Event Center, Auburn Senior Activity Center, The REC Teen Center, Auburn Avenue Theater and White River Valley Museum effective March 6, 2020. Private rentals at facilities and fields will continue.

Senior Activity Center programs/classes have closed through March 31. Center staff will provide take-out hot lunches for people ages 60 and over between 12–1 Monday thru Friday at the Center and will continue to work with volunteers to deliver Meals on Wheels to home-bound Seniors.

Regular Parks, Arts & Recreation programming is being cancelled for two weeks – through March 20 and then being evaluated for further closures if needed. Updated details at auburnwa.gov/covid19.

City of Des Moines:

- Emergency Proclamation issued 3-5-2020
- Closed Senior Activity Center starting today (3-6-2020) at this point until the end of March
 - Cancelled all Senior programming and rentals of the facility through March
 - Deep cleaning of Center completed Thursday
 - Have completed set up for Senior take-out lunches (for now pick up, looking into delivery options depending upon demand)
- Youth programs are open - we follow the Highline School District and are continuing to do so at this point
- Parks Open
- Private facility rentals other than Senior Activity Center – offering full refund if they want to cancel through April
- Cancelled one Arts Commission public event – large gathering

City of Covington: Following direction from Public Health – King County/Seattle. City has cancelled commission meetings through the end of March (at this point it does not include council meetings). Current work policy for city employees is attached; subject to change if circumstances change. Operations of P&R programs and facilities continue as normal with additional Public Health signage on washing hands, etc., as well as allowance for withdrawals from programs and cancellation of rentals for credit/refunds. Monitoring level of program withdrawals and rental cancellations (currently getting a lot of questions about this from participants, but not too many actual withdrawals).

Si View Metro Parks: Programs running, parks open. Enrichment programs in schools have been canceled due to School District decision limit use of their facilities. Canceled one large public event, giving full rental refunds if desired, but allowing them to occur if desired.

City of SeaTac:

- Senior Center is close until further notice but Meals on Wheels and box lunches are available.
- Parks will remain open
- Community Center remain open but evaluating classes and programs
- Allowing employees to telecommute from home (Director’s discretion)
- Afterschool programs shorten hours of operation

Other Questions/Notes

- More frequent disinfecting of high traffic/high use areas
- What coordination with Schools has taken place?
- Any determination on use of FMLA for absences?