Northwest Workforce Council

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Northwest Workforce Council's (NWC) response to COVID-19

Dear NWC staff, WorkSource Partners and community members,

You've probably heard about the new coronavirus, which has been spreading around the world from its origin in China since late last year. For up-to-date information on COVID-19, the best place to visit for information is the Centers for Disease Control and Prevention website at <u>https://www.cdc.gov/coronavirus/2019-ncov/index.html</u>.

With the virus having made inroads into the United States — and to the Pacific Northwest in particular — we at Northwest Workforce Council wanted to inform you that we are doing everything we can to stay on top of this disease.

While there is no known specific threat to WorkSource staff and customer visitors related to the coronavirus, we wanted to be sure that staff and community members are aware of what NWC is doing to limit the potential spread of COVID-19.

First, it is critically important that all staff, community members, and others be aware of their own health status. Anyone who is sick or who has been exposed to someone who is sick should stay out of the Centers until well. Signs to that effect have been posted at the entrances, and visitors who are coughing, sneezing or exhibiting any other respiratory or flu-like symptoms may be politely asked to come back at a different time.

Out of an abundance of caution, and in recognition that some visitors are an especially vulnerable population, we may keep staff members out of the building for 14 days after they return from areas where the virus has been identified. This will be decided on a case-by-case basis. Any community member who recently has been in an area where the virus has been identified or who is experiencing respiratory or flu-like symptoms may be asked to not visit WorkSource Centers at this time.

The virus is spread through droplets, so through coughing and sneezing in general. The best way to avoid getting sick is to avoid being around a lot of people — especially anyone who is sick — and to wash your hands well. Hands should be washed with soap and warm water for 20 seconds, with close attention paid to underneath the fingernails. If soap and water are not available, hand sanitizer may be used. It should be rubbed into hands until they are dry. The friction in both scenarios is important.

Second, please know that all WorkSource staff members are using precautions designed to minimize the spread of infection, whether of influenza or COVID-19 or anything else.

Throughout our building, every day, we use cleaners and disinfectants recommended and approved by the U.S. Environmental Protection Agency. All staff are instructed on hand hygiene, including the frequent washing of hands with soap and water and the use of alcoholbased gels, or hand sanitizers.

Members of the NWC leadership team are tracking new developments in order to be prepared in the event that the coronavirus were to spread. In addition, NWC maintains consistent, timely communication with the leadership within the Employment Security Department. Our efforts are well coordinated with the priority for the health of all staff.

If you have any questions about the new coronavirus and how it might relate to WorkSource Center operations, please feel free to give us a call at 360-676-3209.

For updates on COVID-19, please visit the CDC website at <u>https://www.cdc.gov/coronavirus/2019-ncov/index.html</u>.

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