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| Long-Term Care Facilities COVID-19 Advisory Group – Meeting Minutes | **october 7, 2020**3:00PM-4:00PM |

**Intro and reminder of virtual meeting protocols**

**Review and approval of meeting minutes:**

* Minutes were approved. The group would like to do introductions at the beginning of the next meeting.

**PPE Topic:**

* Reviewed the flow chart and discussed who to move through the steps of obtaining PPE. The flow chart has a link to a website that gives the addresses and phone numbers for the local emergency management directory for each county. PPE can only be obtained through the local emergency management on an emergency basis and is not intended to be used as a regular supplier.
* Amy to check with Dawn to see if we still need to use the RR213 form and see if it is different with King County. Maureen Linehan will provide the link for King County.
* Candy would like a header on the website saying that each county may require their own form.
* Ensure the LHJs are informed. Update emergency management information and update with King County Link to form, make it clear that you only go to the next level if you have exhausted the previous level.

**Visitation Topic:**

* It was mentioned last week that RCS was going to meet with CMS and discuss QSO 20-39 re-opening of nursing homes, visitation in nursing homes, and how to establish. All states will allow and are required to allow visitation in nursing homes, but states could use safe start plan and already established metrics.
* Candy met with DOH regarding the information received from CMS. We will be creating a stakeholder workgroup to discuss the issues that have come up during the safe start plan. The idea would be to have subgroups that report back to the stakeholder group and this group as well. Candy’s assistant will be scheduling this meeting hopefully in the next week. A list of topics to address will be sent with the meeting invite.

**Ventilation and Airflow Topic:**

* Social distancing is often not possible with long-term care.
* Mary Catlin with DOH joined us to discuss proper ventilation and airflow in facilities.
* Important things to look for when checking to see if your facility has proper airflow:
	+ What is your source of air supply and intended direction of air flow?
	+ How does air circulate from one area to another? Look for in flow and out.
* Attached is a PowerPoint training regarding this topic.
* Outdoor visitations feedback: Mary recommends not having four sided tents outdoors to hold visitations as airflow is minimal. Garages are also not built to be occupied zones and do not have vented exhaust systems.

**Airflow and State Fire Marshall:**

* We still haven’t gotten a response from the Federal Life Safety Code Survey Group. However, Amy was able to talk to the State Fire Marshalls (SFM) who work with nursing homes and assisted living facilities today and the first thing they said for visitations is outdoors structures need to be completely separate from the building structure. This would be up to RCS to look at. The SFM does not review anything external to the building. The local jurisdiction does look at things that are outdoors as long as the structure is over 120sqft (although this could be different in some jurisdiction so facilities and homes need to contact the local jurisdiction to determine the ordinances).
* Be sure that you aren’t setting this up in the staging area for emergency responders.
* RCS to create a fact or check sheet would be really helpful.