



The California Association for Coordinated Transportation (CALACT) is committed to providing a safe, productive, and welcoming environment for all Conference participants and Association staff. CALACT is following current state COVID-19 Meeting guidelines. All participants including, but not limited to, attendees, speakers, exhibitors, sponsors, and staff, are required to abide by the risk mitigation protocols outlined below:

- **Proof of COVID-19 Vaccination or Negative COVID-19 Test**

CALACT is requiring all participants show proof of vaccination for COVID-19 by October 11<sup>th</sup> or proof of a negative COVID-19 test 72 hours prior to arriving at the conference to protect the health and safety of everyone.

Proof of vaccination or negative test includes your COVID-19 vaccination card or negative COVID-19 test results from a medical office. To protect medical privacy and follow HIPPA guidelines CALACT is using an app to track compliance for meeting California's COVID-19 meeting guidelines. Participants will receive an email link from Crowd Compass or can use the link below to upload your vaccine card or negative test.

[app.crowdpass.co/test/auth/signin?callbackUrl=app.crowdpass.co/auth/2423](https://app.crowdpass.co/test/auth/signin?callbackUrl=app.crowdpass.co/auth/2423)

An individual is considered fully vaccinated two weeks after their second dose in a two-dose series, such as the Pfizer or Moderna vaccines, or two weeks after a single-dose vaccine such as Johnson & Johnson's Janssen vaccine.

- **Registration and Name Badges**

All attendees that have completed the screening process prior to checking in at the registration desk will receive their badges which certifies you have completed the health screening process. You must always wear your badge for entry into the conference sessions, EXPO, Bus Show and Evening Event.

- **Mask Requirement**

CALACT will follow the Monterey County or CDPH COVID-19 requirements for indoor events. CALACT recommends and strongly encourages attendees to wear masks during indoor events. Masks will be available for anyone wanting to wear one at the conference.

- **Health Self-Assessment Guidelines**

Any attendee that is experiencing any of the CDC recognized symptoms listed below, we suggest you remain in your hotel room. If you are feeling ill, please email [clint@calact.org](mailto:clint@calact.org) and links to the virtual sessions will be emailed to all registered attendees so you can view sessions safely in your room.

- ❖ Fever or chills
- ❖ Cough
- ❖ Shortness of breath or difficulty breathing
- ❖ Fatigue
- ❖ Muscle or body aches
- ❖ Headache
- ❖ New loss of taste or smell
- ❖ Sore throat
- ❖ Congestion or runny nose
- ❖ Nausea or vomiting
- ❖ Diarrhea

- **Other Risk Mitigation Standards**

- ✓ CALACT will ensure the Conference is in full compliance with all applicable state and local government public health mandates.
- ✓ Hand sanitizer stations are available to all guests at entrances.
- ✓ Barriers will be in place at the registration desk.
- ✓ All venue staff will always wear face coverings.
- ✓ All common areas will be cleaned and sanitized frequently.
- ✓ All Monterey Plaza Hotel, CALACT and The Barn employees will undergo a wellness screening each morning and sick employees are not allowed to report to work.
- ✓ Physical distancing is encouraged to the greatest extent possible.
- ✓ A Conference app with zoom links for all sessions will be available for all attendees

The CALACT Fall Conference & Expo is an indoor event taking place at the Monterey Plaza Hotel and evening event at The Barns at Cooper Molera. CALACT is working diligently with hotel staff to ensure participants are provided with a safe and secure environment. The Monterey Plaza Hotel and the Barns at Cooper Molera follow CDC guidelines. All hotel staff and the Barns at Cooper Molera staff are required to wear

masks regardless of their vaccination status per the Monterey County Health Guidelines.

- **COVID-19 Liability**

All attendees, speakers, exhibitors, and staff must sign the Liability Waiver in the Crowd Compass Application prior to arriving at the conference.

By attending the CALACT 2021 Autumn Conference & Expo, you voluntarily assume all risks and accept sole responsibility for any injury related to exposure to COVID-19, and release CALACT from liability for any injury or harm that may result by attending the Conference. CALACT's goal is to ensure a safe meeting environment. As such, you also agree to abide by any prevention or safety measures that CALACT, the Monterey Plaza Hotel, the Monterey County health department, or the State of California may have in place during the Conference. You also agree not to attend the Conference if you become ill, are aware that you've been directly exposed to the COVID-19 virus within two-weeks prior to the Conference or exhibit any symptoms of the COVID-19 virus prior to or during the Conference.

### **Refund and Cancellation Policy**

CALACT understands some of the mitigation protocols outlined above, travel restrictions, and other COVID-19 related items may have caused changes to your travel plans. Below is additional information on our refund and cancellation policy:

- ✓ Conference registration can be transferred to another participant at any time for no additional charge.
- ✓ Participants cancelling 20 or fewer days before the event start date will not receive a refund. Registrations fees may be transferred to other individuals at any time.
- ✓ Participants cancelling greater than 20 days before the event start date will incur a \$30 cancellation fee deducted from their refund to cover credit card and other associated fees.
- ✓ If CALACT must cancel the Conference due to COVID-19, CALACT will refund the full cost of registration; however, CALACT doesn't assume responsibility for any additional charges incurred, or expenses to include, changes made for travel.
- ✓ If participants can no longer attend the Conference due to state and/or local travel bans, they will receive a full refund.

