



## **2021 MNFEA CONFERENCE**

### **COVID-19 Protection Protocols**

Below are the initial guidelines MNFEA is committed to in order to prevent the spread of COVID-19 and to safely execute the 2021 in-person conference. These guidelines will continue to be updated with the State of Minnesota and Minnesota Department of Health guidelines. Final protocols will be sent to all registrants ahead of the Conference in March.

#### **Registration**

All guests will register online as there will be no onsite registration. Guests may switch registration type without additional charges (in-person or virtual) or penalty. Should future state guidelines prevent in-person opportunities, all attendees will be converted to virtual registrations.

#### **Onsite Check-in**

Masks and social distancing are required at all times. Credentials will be mailed to registrants prior to arrival and no onsite registration table will be available. Guests who did not receive credentials in mail will need to email [info@mnfea.com](mailto:info@mnfea.com) to request credentials and an MNFEA Board Member will make the badge onsite and provide to registrant.

#### **Daily Temperature Check**

MNFEA will run daily temperature checks on attendees using a temporal, no-contact thermometer. Attendees must have temperature below 100.4 degrees to gain entry. Anyone with a temperature above 100.4 will be expected to leave the site and attend virtually. Each day, attendees will be given a new confirmation sticker to add to their name tags as approval to attend sessions.

#### **In-Person Sessions**

Masks will be required at all times by guests and speakers until they are at the podium. All seats will be socially distanced at a minimum of 6' apart. Seats will be assigned by MNFEA for contact tracing purposes. Guests will be expected to sit in the same seats each day of the conference. Podium and/or panelists will be a minimum of 10' from all guests. Microphones, podium, computers and any other shared equipment will be sanitized following each speaker/session. Minimum of 10 minutes between each session to allow for socially-distanced movement to/from restrooms, entrance and exit. Hand sanitizer stations will be placed throughout the venue courtesy of the Radisson Blu. Entrance and exit doors will be clearly marked for one-way entry/exit to limit face-to-face guest interaction.

#### **Sponsor/Vendor Booths**

Booths/tables will be a minimum of 6' apart. Masks are required for staff working in booths and attendees approaching the booth. Sponsor/vendors should limit giveaways and will be expected to sanitize their booths, tables and surfaces regularly.

#### **Meals**

Provided by Radisson Blu and adhering to COVID safe guidelines. Masks and social distancing will be required. When seated, masks may be temporarily removed to eat or drink.

#### **Hospitality Suite**

Masks and social distancing will be required in the hospitality suite. When seated, masks may be temporarily removed to eat or drink. When standing or moving around the suite, masks and social distancing will be required. Maximum occupancy will be determined by hotel COVID guidelines. Hospitality suite will be available Tuesday and Wednesday from 9 p.m. - midnight.