



MEMO

PLEASE POST

DATE: FEBRUARY 28, 2020

TO: ALL CULTURAL DISTRICT VISITING ARTISTS

Good afternoon,

As the Pittsburgh Cultural Trust's knowledge of the Coronavirus and its potential impact on our venues and events evolves each day, the management team is constantly monitoring the situation and evaluating how changing circumstances could affect our visiting artists, staff, guests, and performance venues. This is a fluid situation, so we are evaluating the latest health information daily for any and all updates on this subject.

We have prepared this memo with our visiting artists in mind and ask that it be distributed to each member of the artistic company upon arrival in one of the Trust's venues.

Transmission risk in the United States remains low at this time. The Cultural Trust's cleaning company is implementing enhanced environmental cleaning practices in our theaters, venues, and work spaces.

Enhanced Environmental Cleaning:

- Additional cleaning of all frequently touched countertops, handrails, doorknobs, and armrests.
- Whenever possible, all solvents are now a disinfectant version in order to provide enhanced germ-free environments at every touch point. All cleaning agents are used according to directions provided by the manufacturer.
- Deployment of Clorox 360 touch free sanitation in large spaces. This cleaning product is specifically manufactured to disinfect spaces during flu outbreaks or for other environmental concerns.
- Hand sanitizers have been added for artist, employee, volunteer, and guest convenience. It is recommended that you use frequently.

To further minimize risks for everyone, we ask that you please be mindful of the following:

- Practice good respiratory etiquette (e.g., cover your mouth and nose when coughing or sneezing);
- Wash and/or sanitize your hands regularly;
- Liquid hand sanitizer is available throughout our performance venues in front and back of house areas;
- Disposable wipes are being added and distributed to front and back of house areas (Visiting artists are encouraged to ask for these materials if their location is not immediately apparent.);
- Routinely clean all frequently touched surfaces;
- Inform your company manager or tour manager if you are feeling ill or under the weather;
- Feel free to ask venue management any questions you may have.

We will provide regular updates regarding our ongoing efforts to minimize potential impacts and I encourage you to reach out to me at any time with questions or concerns about this situation.

As a final note, please see the attached documents for further helpful information for posting in the backstage area and sharing with your company, crew, artists, and/or staff.

Thank you,

A handwritten signature in black ink, appearing to read "Scott Shiller". The signature is fluid and cursive, written over a white background.

Scott Shiller
Vice President of Artistic Planning
The Pittsburgh Cultural Trust
(617) 839-8611 cell, text or WhatsApp

What you need to know about coronavirus disease 2019 (COVID-19)

What is coronavirus disease 2019 (COVID-19)?

Coronavirus disease 2019 (COVID-19) is a respiratory illness that can spread from person to person. The virus that causes COVID-19 is a novel coronavirus that was first identified during an investigation into an outbreak in Wuhan, China.

Can people in the U.S. get COVID-19?

COVID-19 is spreading from person to person in China, and limited spread among close contacts has been detected in some countries outside China, including the United States. At this time, however, this virus is NOT currently spreading in communities in the United States. Right now, the greatest risk of infection is for people in China or people who have traveled to China. Risk of infection is dependent on exposure. Close contacts of people who are infected are at greater risk of exposure, for example health care workers and close contacts of people who are infected with the virus that causes COVID-19. CDC continues to closely monitor the situation.

Have there been cases of COVID-19 in the U.S.?

Yes. The first case of COVID-19 in the United States was reported on January 21, 2020. The current count of cases of COVID-19 in the United States is available on CDC's webpage at <https://www.cdc.gov/coronavirus/2019-ncov/cases-in-us.html>.

How does COVID-19 spread?

The virus that causes COVID-19 probably emerged from an animal source, but now it seems to be spreading from person to person. It's important to note that person-to-person spread can happen on a continuum. Some diseases are highly contagious (like measles), while other diseases are less so. At this time, it's unclear how easily or sustainably the virus that causes COVID-19 is spreading between people. Learn what is known about the spread of newly emerged coronaviruses at <https://www.cdc.gov/coronavirus/2019-ncov/about/transmission.html>.

What are the symptoms of COVID-19?

Patients with COVID-19 have had mild to severe respiratory illness with symptoms of

- fever
- cough
- shortness of breath



What are severe complications from this virus?

Many patients have pneumonia in both lungs.

How can I help protect myself?

The best way to prevent infection is to avoid being exposed to the virus that causes COVID-19.

There are simple everyday preventive actions to help prevent the spread of respiratory viruses. These include

- Avoid close contact with people who are sick.
- Avoid touching your eyes, nose, and mouth with unwashed hands.
- Wash your hands often with soap and water for at least 20 seconds. Use an alcohol-based hand sanitizer that contains at least 60% alcohol if soap and water are not available.

If you are sick, to keep from spreading respiratory illness to others, you should

- Stay home when you are sick.
- Cover your cough or sneeze with a tissue, then throw the tissue in the trash.
- Clean and disinfect frequently touched objects and surfaces.

What should I do if I recently traveled to China and got sick?

If you were in China within the past 14 days and feel sick with fever, cough, or difficulty breathing, you should seek medical care. Call the office of your health care provider before you go, and tell them about your travel and your symptoms. They will give you instructions on how to get care without exposing other people to your illness. While sick, avoid contact with people, don't go out and delay any travel to reduce the possibility of spreading illness to others.

Is there a vaccine?

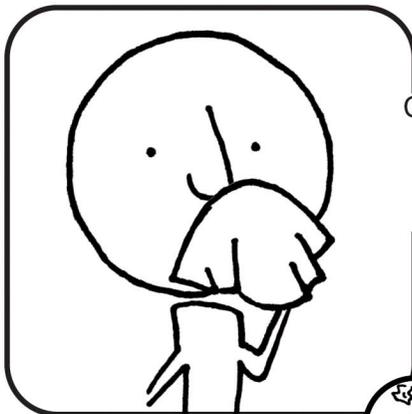
There is currently no vaccine to protect against COVID-19. The best way to prevent infection is to avoid being exposed to the virus that causes COVID-19.

Is there a treatment?

There is no specific antiviral treatment for COVID-19. People with COVID-19 can seek medical care to help relieve symptoms.

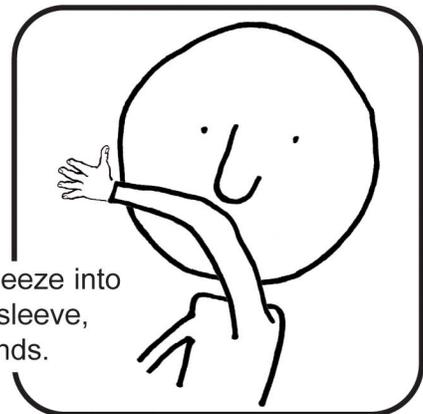
Stop the spread of germs that make you and others sick!

Cover your Cough



Cover your mouth and nose with a tissue when you cough or sneeze

or
cough or sneeze into your upper sleeve, not your hands.

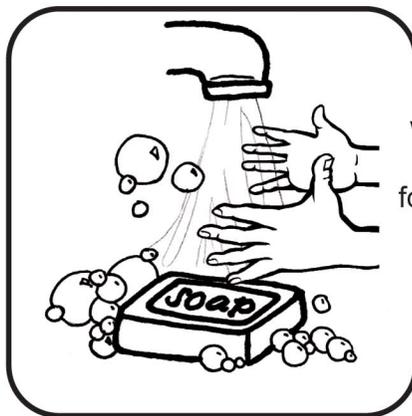


Put your used tissue in the waste basket.



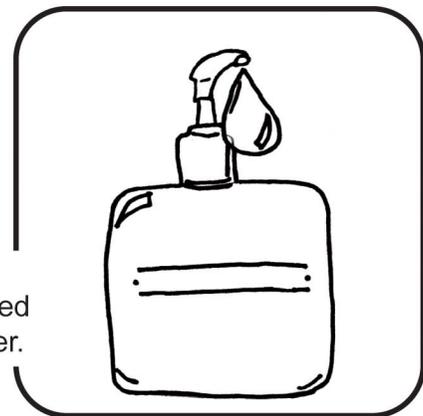
Clean your Hands

after coughing or sneezing.



Wash hands with soap and warm water for 20 seconds

or
clean with alcohol-based hand cleaner.



Minnesota Department of Health
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