



Greetings *Soaring to New Heights Conference* Participants!

The Illinois Association of Park Districts and the Illinois Park and Recreation Association are looking forward to our in-person *Soaring to New Heights Conference* January 27-29 at the Hyatt Regency Chicago. We have been working diligently to make sure that our conference adheres to COVID-19 protocols while creating an environment where everyone is safe, healthy, and comfortable. Planning an event around COVID-19 requires flexibility and understanding from all involved, and while we regularly aim to accommodate unique situations and find creative solutions, COVID-19 protocols are not flexible.

Effective Monday, January 3, 2022, the City of Chicago issued [Public Health Order 2021-2](#), which requires certain establishments to verify that patrons are fully vaccinated against COVID-19. The Public Health Order will remain in effect until the City of Chicago is through the Omicron-driven surge and the risk of overwhelming hospital capacity has passed.

We have developed protocols for the health and safety of our attendees while adhering to the Chicago Public Health Order. We respectfully require all conference participants (attendees, exhibitors, speakers, volunteers, guests/spouses, retirees, students, and staff), to meet the following expectations in order to participate in the 2022 *Soaring to New Heights Conference*:

- **Sign the Acknowledgment of Personal Responsibility (APR) Form**

All conference participants are required to submit an **Acknowledgment of Personal Responsibility Form (APR Form)** prior to, and as a condition of, being admitted to the Conference. Any individual who refuses to adhere to the health and safety protocols and conference policies or who does not submit an Acknowledgment of Personal Responsibility Form, will not be admitted to the conference and will not receive a refund. **If you have not received your APR Form, please send an email to [ILPARKS2022@cteusa.com](mailto:ILPARKS2022@cteusa.com).**

- **Wear a Mask**

Please note that the State of Illinois is under an indoor mask mandate. This applies to all individuals, regardless of vaccination status, except while actively eating and drinking. A face mask should be well secured and cover your nose and mouth. A limited supply of masks will be available at various locations onsite, but attendees are encouraged to bring their own.

- **Review the Following Information for Overnight Guests – Including When Proof of Vaccination is Required**

***Hyatt Regency Chicago***

Guests staying overnight at the Hyatt Regency Chicago (HRC) will be required to show proof of vaccination upon check-in if they are planning to attend a function with food and beverage, dining in a hotel outlet, bar or accessing the Fitness Center. HRC will provide verified guests with a wristband.

***Swissotel Chicago***

Guests staying overnight at the Swissotel will be required to show proof of vaccination upon check-in if they are planning on dining in a hotel outlet, bar or accessing the Fitness Center. Once verified by the desk, the card below will be issued.



- Guests not expecting to use the food and beverage outlets, bar or Fitness Center do not need to show proof of vaccination, but if they do use these areas they must or will be refused service.
- A separate key card will be given to registered overnight Guests for Fitness Center access. The guest room card will no longer access it.

*If you plan to attend any hosted conference food and beverage functions, dine in the hotel, or go to a bar, please bring this card to Conference Headquarters located in the Grand Ballroom Foyer, East Tower, Ballroom/Gold Level or to Exhibitor Registration located in the Exhibit Hall to receive a wristband.*

- **Review the Following Information for non-overnight Guests**

Guests not staying at the Hyatt Regency Chicago or Swissotel who plan to attend a conference hosted food and beverage function, dine in a hotel outlet or go to a bar, must go to **Conference Headquarters** located in the Grand Ballroom Foyer, East Tower, Ballroom/Gold Level, **Exhibitor Registration** located in the Exhibit Hall, or the **Hyatt Regency Front Desk** and show proof of vaccination prior to receiving their wristband before getting their badge credentials at Conference or Exhibitor Registration.

- **Review the Following Information for ALL conference participants**

**Wristbands ARE required to attend the following hosted Conference events:**

- Affiliate Meetings & Socials
- Career Development Symposium (ticketed event)
- A&F Section Meeting & Social
- C&M Section Meeting & Social
- Thursday Welcome Social
- Friday Awards Luncheon (ticketed event)
- Commissioner's Reception
- Chairmen's Reception (by invitation only)
- Saturday Closing Social (ticketed event)

**Conference events where wristbands ARE NOT required:**

- Educational Sessions/Conference Workshops
- Exhibit Hall
- Mock Interviews/Resume Reviews
- Professional Connection
- Saturday Keynote General Session

We are excited to see you in Chicago, and we appreciate you being so understanding and respectful of our protocols while you are enjoying the *Soaring to New Heights Conference*.

If you have any questions regarding any of the above, please contact Sue Triphahn at [striphahn@ilparks.org](mailto:striphahn@ilparks.org) or Leesa Kuo Johnson at [leesa@ilipra.org](mailto:leesa@ilipra.org).

### **Frequently Asked Questions (FAQs)**

#### **1. What does it mean to be fully vaccinated against COVID-19?**

People are considered fully vaccinated:

- 2 weeks after their second dose in a 2-dose series, such as the Pfizer or Moderna vaccines, or
- 2 weeks after a single-dose vaccine, such as Johnson & Johnson's Janssen vaccine.
- If you don't meet these requirements, regardless of your age, you are not considered fully vaccinated.
- The booster does not apply to this Order as of December 22, 2021.

#### **2. What is considered valid proof of full vaccination?**

CDC COVID-19 Vaccination Record Card or an official immunization record from the jurisdiction, state, or country where the vaccine was administered or a digital or physical photo of such a card or record, reflecting the person's name, vaccine brand, and dates administered.

Additionally, individuals over the age of 16 will need to provide valid identification with the same identifying information as the proof of vaccination, such as a Driver's License or Passport.

Valid photo ID (age 16+) and

- Vaccination Card
- Photocopy of vaccination card
- Digital record or app or
- Printed record from vaccine provider

**Tip:** For your convenience, take a photo of your vaccination card and save it to your mobile device to have readily available when you need it.

#### **3. What if I have a religious or medical exemption?**

- Proof of a religious or medical exemption must be submitted in advance to [ILPARKS2022@cteusa.com](mailto:ILPARKS2022@cteusa.com).
- If a religious or medical exemption has been approved and submitted in advance, a Covid test showing a negative result and taken no more than 48 hours prior to the guest's arrival is required. This test must be conducted by a medical professional; an at home test will not be accepted.

#### **4. If I am not vaccinated and I am not attending any planned food and beverage events, bar, restaurant, or Fitness Center within the hotel, does this order apply to me?**

- No, this order would not apply to you. However, you must submit the Conference APR Form and the mask mandate will still be applicable.