

ATTENTION OHKAY OWINGEH & NORTHERN NEW MEXICO – FOOD IS AVAILABLE

This week, The Food Depot launched efforts to continue providing essential hunger relief to our most vulnerable community members while minimizing opportunities for novel coronavirus (COVID-19) to spread. The health and safety of our community are a top priority—and that includes access to food.

The Food Depot, as northern New Mexico's food bank, is in a unique position to support low income families in developing a supply of food that can sustain them for several days or weeks as this public health event evolves. The food bank believes that access to grocery items supports continued social distancing strategies and builds the capacity of struggling families to provide for themselves.

The food provided by The Food Depot and the majority of its partners in hunger relief takes the form of grocery items—nonperishable staple foods, produce, bread, and perishable items as they are available. The food bank has purchased additional food including nonperishable items and produce to ensure continued food supply. In addition, The Food Depot has hired temporary staff and rented trucks to increase distribution capacity. Expenses related to this response exceed \$200,000.

In Rio Arriba County, The Food Depot has added the following distribution:

- Wednesdays from 10 a.m. to noon, Ohkay Hotel Casino Parking Lot

People seeking food assistance should be prepared to provide basic information including their name, address and self-declared income (no documentation required). Times are subject to change, and food distribution will close if the food runs out before the end time.

A note about safety:

The Food Depot is committed to social distancing strategies and following procedures that are proven to prevent virus transmission. The food bank is taking the following steps to protect the community, its volunteers, and its staff:

- Partner nonprofit organizations are being offered hospital grade sanitizer and instructions, as well as volunteer safety protocols
- The Food Depot is sanitizing all volunteer spaces before and after each shift, and sanitizes high touch surfaces frequently throughout the day
- All volunteers are screened using the NMDOH screening tool to identify exposure and risk categories
- All volunteers are trained before each shift in proper handwashing and social distancing behaviors
- All volunteers are provided with the appropriate supplies to maintain prevention procedures

- All volunteers are supervised and supported in following prevention procedures during their shift
- Food distributions are executed using a low/no-contact drive-thru approach

How can you help?

Volunteer: If you are able, volunteers are needed to pack food bags for distribution and to support the food distributions.

Donate: If you have the resources, make a financial contribution.

Share: Share information about The Food Depot's food distributions through your communication channels.

The Food Depot Novel Coronavirus (COVID-19) Update: March 20, 2020

This week, The Food Depot launched efforts to continue providing essential hunger relief to our most vulnerable community members while minimizing opportunities for novel coronavirus (COVID-19) to spread. The health and safety of our community are a top priority—and that includes access to food.

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A great number of local organizations are taking the lead on providing prepared meals to persons in need. Meals are necessary and reassuring to people. The Food Depot believes in the capacity of these partners to continue providing hunger relief in this manner and does not wish to duplicate those efforts.

The Food Depot's plan is simple.

1. The Food Depot is continuing to provide food supplies to a network of partner nonprofit partners who offer hunger relief as a part of their core service. These organizations are located in Santa Fe, as well as the other eight counties served by The Food Depot. At this point, the majority of The Food Depot's partners plan to continue distributing food. The Food Depot is in regular communication with its partners and will activate alternate distribution plans should any partner agency need to close.
2. The Food Depot is offering drive through food pantries that are open to the public. To do this:
 - The Food Depot is escalating food acquisition through our network, primarily using bulk purchase
 - The Food Depot is utilizing volunteer power to build bags/boxes of nonperishable staple foods
 - The Food Depot is distributing staple food bags and fresh produce to families at drive through food pantries

The Food Depot has streamlined its food distribution efforts. In Santa Fe, the distributions will be as follows:

- Thursdays from 6 a.m. to 9 a.m., The Food Depot parking lot, 1222 A Siler Rd. (in collaboration with Feeding Santa Fe)
- Saturdays from 9 a.m. to 11 a.m., Capital High School, 4851 Paseo del Sol (in collaboration with Santa Fe Public Schools)

These food distributions will **continue weekly until further notice**.

In Rio Arriba County, The Food Depot has added the following distribution:

- Wednesdays from 10 a.m. to noon, Ohkay Hotel Casino, *pending approval*

This food distribution will take place on the first and third Wednesday of each month

People seeking food assistance should be prepared to provide basic information including their name, address and self-declared income (no documentation required). Times are subject to change, and food distribution will close if the food runs out before the end time.

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Volunteering with The Food Depot during COVID-19 Disaster Response

Thank you so much for your interest in supporting The Food Depot's hunger relief work during this time of crisis. The Food Depot is rapidly adapting to serve as a disaster relief organization in response to the novel coronavirus (COVID-19). The health and safety of our community are a top priority—and that includes providing access to food while protecting the well-being of all people involved. To help keep Northern New Mexico healthy and safe, please help us with the following:

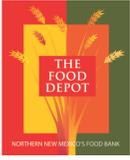
1) Assess whether it is safe for you to volunteer.

- All individuals who are sick and/or showing flu-like symptoms (cough, sneezing, shortness of breath, fever, etc.) may not volunteer for food and personal safety reasons. Please stay home and get well.
- If you have been in direct contact with someone who has a confirmed or suspected case of COVID-19, you may not volunteer.
- If you have recently traveled or been in contact with anybody who has traveled, you may not volunteer for two weeks upon return (as per the [New Mexico Department of Health's](#) travel recommendations).
- If you are at [high risk of contracting the virus](#) (older individuals and/or those with underlying health conditions) we strongly encourage you to NOT volunteer.

Please assess whether it is safe for you to volunteer on a continual basis. Although The Food Depot is employing significant measures to increase sanitization and social distancing in all volunteer and staff activities, being around others (while volunteering) carries inherent risk in terms of contracting COVID-19.

- ### 2) If you would like to volunteer, please review the following information carefully and fill out the paperwork.
- You can also fill out the paperwork on your first scheduled shift. Due to the social distancing measures The Food Depot is employing to keep volunteers and staff members safe, all shifts need to be scheduled. Please contact volunteer@thefooddepot.org to schedule a shift. In addition to some of the usual volunteer activities, additional shifts, new volunteer positions, and altered schedules will very likely take place. To stay informed once you have been enrolled as a volunteer, please check your email and The Food Depot's website frequently (www.thefooddepot.org).

Whether you decide to not volunteer or are able and willing to join the team, thank you so much for helping us keep our community healthy and safe!



The Food Depot Volunteer Enrollment Form

COVID-19 Disaster Response

Contact Information

First Name: _____ Last Name: _____

Address: _____ City: _____ State: _____ Zip: _____

Home Phone: _____ Cell phone: _____

E-Mail Address: _____

Emergency Information

Contact person: _____

Contact phone: _____ Alternate phone: _____

Do you have any medical conditions, allergies or physical limitations we should know about? _____

I certify that the information contained in this application is true and complete to the best of my knowledge. I understand that others depend on my participation as a volunteer and I agree to contact The Food Depot if I am unable to participate in an activity for which I have registered.

Signature

Date

NEW MEXICO DEPARTMENT OF HEALTH FACILITY VISITOR SCREENING QUESTIONNAIRE

In response to concerns regarding COVID-19 (coronavirus disease 2019), and in accordance with guidance issued by the Centers for Disease Control (CDC), this facility is screening all visitors for certain risk factors before entrance is allowed. Facilities may restrict or limit visitation rights for reasonable clinical and safety reasons, specifically to prevent community associated infection or communicable disease transmission to the residents. See 42 CFR §483.10(f)(4).

Please answer the following questions and certify your answers by signing below:

- | QUESTIONS | YES | NO |
|--|--------------------------|--------------------------|
| <p>1. Have you traveled internationally in the last 14 days to any country currently designated by the CDC as a high-risk location for COVID-19*? The Food Depot is not allowing volunteers who have traveled internationally in the past 14 days, or had contact with a person who has traveled to a high contamination area, to volunteer at this time. Does this apply to you?</p> | <input type="checkbox"/> | <input type="checkbox"/> |
| <p>2. Have you had signs of a respiratory infection in the last 14 days, such as a fever, cough and/or sore throat?</p> | <input type="checkbox"/> | <input type="checkbox"/> |
| <p>3. Have you had contact with anyone who has been diagnosed with, or screened for COVID-19?</p> | <input type="checkbox"/> | <input type="checkbox"/> |
| <p>4. Have you traveled to another state with widespread community transmission of COVID-19 in the last 14 days? The Food Depot is not allowing volunteers who have traveled out of state in the past 14 days, or had contact with a person who has traveled to a high contamination area, to volunteer at this time. Does this apply to you?</p> | <input type="checkbox"/> | <input type="checkbox"/> |

Name: _____

Signature: _____

Date: _____

Any questions marked "YES" indicate you are not able to volunteer with The Food Depot at this time.

**As of 3/5/2020 The Center for Disease Control lists China, Iran, South Korea, Italy, and Japan. <https://www.cdc.gov/coronavirus/2019-ncov/travelers/index.html>

Volunteer Release and Waiver of Liability

1. **Volunteerism:** I understand I am a volunteer at The Food Depot. I understand (i) I am not an employee of The Food Depot, (ii) I will not be paid for my participation and (iii) I am not covered by or eligible for any insurance, health care, worker's compensation or other benefits. I may choose at any time not to participate in an activity, or to stop my participation entirely, with The Food Depot.
2. **Policies and Safety Rules:** For my safety and that of my others, I will comply with The Food Depot's volunteer policies and safety rules and its other directions for all volunteer activities.
3. **Assumption of Risk:** I understand the activities/work may be hazardous, including but not limited to, lifting, bending, repetitive tasks and other activities. I hereby expressly and specifically assume the risk of injury or harm and release The Food Depot from all liability.
4. **Release and Waiver:** I release and forever discharge and hold harmless The Food Depot and its successors and assigns from any and all liability, claims, and demands of whatever kind of nature, either in law or in equity, which arise or may hereafter arise from the services I provide to The Food Depot. I understand and acknowledge that this release discharges The Food Depot from any liability or claim that I may have against The Food Depot with respect to bodily injury, personal injury, illness, death, or property damage that may result from the services I provide to The Food Depot or occurring while I am providing volunteer services. I forever discharge The Food Depot from any claim whatsoever which arises on account of any first-aid, treatment or other service rendered in connection with an emergency during my tenure as a volunteer with The Food Depot. I understand The Food Depot does not assume any responsibility for or obligation to provide financial assistance or other assistance, including but not limited to medical, health or disability insurance in the event of injury or illness.
5. **Confidentiality:** I may have access to sensitive or confidential information, including, but not limited to, identity, address, contact information, credit card numbers and financial information of The Food Depot clients, volunteers, donors and staff. At all times during and after my participation, I agree to hold in confidence and not disclose or use any such confidential information except as required in my volunteer activities.
6. **Receipt of Volunteer Handbook:** I have been given access to a copy of The Food Depot's Volunteer Handbook and acknowledge it is my responsibility to read and abide by the included policies and procedures. Any violation of policy may lead to disciplinary action up to and including immediate dismissal depending on the severity of the offense and past offenses.

I have read, understand and agree to the above policies, procedures and waivers of The Food Depot:

Date: ____/____/____

Volunteer Signature: _____

Volunteer Name (PRINTED): _____

Legal Guardian's Signature (if under 18) _____

Measures The Food Depot is taking to protect staff and volunteers include (but are not limited to):

- Volunteers are screened using NM Department of Health's (DOH) Facility Visitor Screening Questionnaire.
- Volunteer communications facilitate informed consent (based on the CDC's and NM DOH's recommendations), and encourage volunteers to stop volunteering at any time, for any reason.
- Staff deep cleans and sanitizes volunteer spaces before and after each volunteer shift, and sanitizes high-touch surfaces throughout the day.
- Volunteers are required to wash hands regularly and use gloves.
- Volunteers are provided a safety training before each shift including:
 - Emphasizing the importance of hygiene and safety practices
 - Encouraging individuals to opt-out for any reason
 - Personal hygiene and glove use instructions
 - Social distancing instructions and demonstration
 - Reminder to work slowly, with safety in mind
- To facilitate social distancing, a maximum occupancy has been established for each volunteer space and the volunteer equipment have been rearranged accordingly.

CORONAVIRUS FACTS, PREVENTION, SAFETY*

THE FOOD DEPOT

***compiled by The Food Depot's Chris Blumenstein**

What is my risk of death if I contract COVID-19 coronavirus?

Current mortality estimates are that 0.25% to 3.0% of people who contract coronavirus will die. Risk factors for higher death rates include being an older adult (sometimes defined as 60+), having an impaired immune system, or having a chronic condition such as heart disease, diabetes, and lung disease.

What are the most common symptoms?

The most common symptoms of COVID-19 are fever, tiredness, and dry cough. Some patients may have aches and pains, nasal congestion, runny nose, sore throat or diarrhea. These symptoms are usually mild and begin gradually.

What does “flattening the curve” mean?

Flattening the curve means slowing the spread of an epidemic so that health-care systems can cope over time. Even if we are not in a high-risk category, we can help, even save, others who are at risk by practicing good prevention. Overwhelmed health-care systems result in unnecessary deaths.

How does the virus spread?

The disease can spread from person to person through small droplets from the nose or mouth which are spread when a person with COVID-19 coughs or exhales. These droplets land on objects and surfaces around the person. Other people then catch COVID-19 by touching these objects or surfaces, then touching their eyes, nose or mouth. People can also catch COVID-19 if they breathe in droplets from a person with COVID-19 who coughs out or exhales droplets.

Can COVID-10 be caught from someone who has no symptoms?

The risk of catching COVID-19 from someone with no symptoms at all is very low. However, many people with COVID-19 experience only mild symptoms.

What can I do to protect myself and prevent the spread of the disease?

- Clean your hands. Follow good handwashing procedure. We have flyers in all the restrooms.
- Maintain social distance. Recommendations range from three to six feet away from others. The CDC recommends no gatherings larger than 50 people.
- Avoid touching eyes, nose, and mouth. Hands touch many surfaces and can pick up viruses. Once contaminated, hands can transfer the virus to your eyes, nose or mouth. From there, the virus can enter your body and can make you sick.
- Avoid touching things unnecessarily. Avoid touching high-touch surfaces or shared items.
- Disinfect surfaces, including your cell phone and other high-touch surfaces. Coronaviruses can be inactivated within a minute by disinfecting surfaces with 62-71% alcohol, or 0.5% hydrogen peroxide bleach or household bleach containing 0.1% sodium hypochlorite.
- Follow good respiratory hygiene. This means covering your mouth and nose with your bent elbow or tissue when you cough or sneeze.
- Stay home if you feel unwell.

How long does the virus survive on surfaces?

The virus is thought to survive on surfaces for period ranging from a few hours to three days. Touching an infected surface within that time period then touching you eyes, nose, or mouth can introduce the virus into your body.

Is it safe to receive a package from any area where COVID-19 has been reported?

Yes. The likelihood of an infected person contaminating commercial goods is low and the risk of catching the virus that causes COVID-19 from a package that has been moved, travelled, and exposed to different conditions and temperature is also low.

Is food a source or transmission route for the virus?

It is not believed that the virus can enter a body by being eaten in food. However, food is a surface like any other, and the virus can be transmitted from a food surface as from any other surface.

When should I get tested?

Health organizations stress the importance of widespread testing in stopping or slowing the epidemic. Testing availability and regulations in our area are evolving. If you feel unwell, pursue testing. Contact your health-care provider (by phone, not by going to the office) or call the state hotline at 1-855-600-3453.

Should I wear gloves and/or masks?

Most health-care experts state there is no need for healthy individuals not in healthcare settings to wear gloves or masks. Some experts argue gloves increase rates of infection because the virus may live longer on the surface of gloves, and because glove-wearers may fail to change gloves regularly and become lax with handwashing.

Where can I get more information?

False or questionable information can be widespread about this disease as about anything in the Internet age.

Good sources of information include:

- The World Health Organization: <https://www.who.int/emergencies/diseases/novel-coronavirus-2019>
- The Centers for Disease Control and Prevention: <https://www.cdc.gov/coronavirus/2019-ncov/index.html>
- State of New Mexico Department of Health: <https://cv.nmhealth.org/>