



Dear PCA Region President and Region Officers,

Your PCA leadership team is closely monitoring the coronavirus situation and we understand regions and members have concerns. **In all things we do, first and foremost is the health and safety of our members, volunteers, employees and sponsors.**

As you have seen and heard, a large number of public events are being cancelled in an effort to mitigate the risk of contracting and spreading the virus. We are monitoring websites of official organizations such as the Center for Disease Control ([CDC](#)) and the World Health Organization ([WHO](#)) to stay abreast of their direction and recommendations. Each Region has their own local area disease control information sources that should be monitored daily.

Beyond the general guidance provided by these professional organizations, we have the following recommendations more specific to PCA operations.

National mitigation activities:

- We have appointed Cindy Jacisin, PCA Vice President, to be our point person for COVID-19 responses. Cindy has a similar role in her professional life with a major corporation and is well equipped to guide resolution of related concerns.
- National does not foresee sending a blanket email to all members at this time. Because the situation varies greatly by local areas, any communication on PCA mitigation efforts is best served from a regional perspective.
- PCA is addressing each of our large, national events such as Porscheplatzen, Club Racing events, Treffen and Parade. Our staff is being informed on how to respond with improved personal hygiene awareness and supplies. The ongoing plans for each event are being handled on a case by case basis with consideration for the amount of social interaction expected, travel concerns and local area disease control guidance.
- The upcoming Treffen event in Colorado remains on the calendar but we have revised the registrant cancellation policy so that any registrant can cancel at any time with a full refund. This has the primary effect of allowing each registrant to decide for themselves whether to attend while simultaneously conveying that any registrant who is ill will have no financial loss pressure for attending.
- Each event for which we must adjust registration or occurrence has a financial impact which the PCA Executive Council carefully evaluates to ensure we can meet our financial obligations in all cases up to and including cancellation of the event.
- Be assured that our PCA insurance covers national and regional leadership from claims of negligence with respect to our operations and the coronavirus.
- Member health and safety is our number one concern and we will do our best to help mitigate the spread of the virus at our events.

Region operational recommendations:

- Stress with your leadership teams that member health and safety is our number one concern that guides all decisions and plans.
- Follow closely the guidance from national and local area public health and government organizations. Guidance from these organizations supersedes all other guidance.
- For events on your calendar:

- Include backup plans for your core volunteer staff in case someone calls in sick.
- Encourage staff and members to not show up to events if they are ill.
- Add personal hygiene supplies to your event kits.
- Include clear communications before and during the event for exercising personal hygiene and respecting personal space.
- Be liberal with your cancellation policies.
- If you are contemplating cancellation of an event, be diligent in understanding the financial consequences. If local expertise is not available, our national COVID-19 POC, Cindy Jacisin, can assist in evaluation of contract cancellation penalties and options.

Recommendations on member communications:

- Member health and safety is our number one concern.
- Stay informed and follow your own personal guidance with respect to event participation.
- When contemplating participation in an upcoming event, please consider the health of other participants. If you are ill, have traveled recently to a highly infected area, or have been in close contact with someone known to have the virus or the flu, then please stay home.
- Exercise elevated personal hygiene and personal space etiquette as is recommended thru all public health information organizations.

This is a rapidly developing phenomena and we will do our best to assist and inform as the situation evolves. Common sense regarding our members continued good health and safety is paramount.

Thank you for all you do for PCA!

Aaron B. Ambrosino
Porsche Club of America
National Secretary

Steps to protect yourself and others:

- Stay home when you are sick
- Wash your hands frequently with soap and water for at least 20 seconds
- If soap and water are not readily available, use an alcohol-based hand sanitizer with at least 60% alcohol.
- Avoid touching your eyes, nose and mouth
- Cover your cough or sneeze with a tissue, then throw the tissue into the trash and wash your hands
- Clean and disinfect frequently touched objects and surfaces using a regular household cleaning spray or wipe

Resources PCA is closely monitoring for updates and information:

- CDC Health: <https://www.cdc.gov/coronavirus/index.html>
- CDC Travel: <https://www.cdc.gov/coronavirus/2019-ncov/travelers/index.html>
- WHO: <https://www.who.int/emergencies/diseases/novel-coronavirus-2019>