



*****COVID-19 (Novel Coronavirus) Update & Polices*****

We at Westerbeke Ranch Conference Center are closely monitoring The Centers for Disease Control and Prevention ([CDC](#)), World Health Organizations ([WHO](#)) and The Sonoma County Department of Health ([SCDPH](#)) statements regarding the novel coronavirus (COVID-19) cases and following the guidelines from these agencies.

Please know that the guidance emphasizes the following practices:

- Staying home if a person (staff or participant) is sick.
- Washing your hands with soap and water for at least 20 second.
- Cover your cough or sneeze.
- Avoid touching your face.
- Try alternatives to shaking hands, like elbow bump or wave.

While these are the procedures that we have always followed, the current situation prompts us to review, remind and redouble our efforts.

In order to stress the importance of hand washing, we have added signage at each sink location reminding guests and staff the importance of good hand washing practices. Additionally, we have added housekeeping staff to strengthen our daily cleaning protocols including the use of hospital grade cleaning solutions and frequently disinfecting touched surfaces such as doorknobs, light switches and faucets.

We would also like to emphasize that if you are sick or have been around someone with COVID-19, please stay home.

We understand that some retreat participants may be impacted by concerns and travel restrictions related to novel coronavirus (COVID-19). If your participant is unable to attend your retreat due to these circumstances or you decide to cancel your retreat entirely, Westerbeke Ranch has modification and cancellation waivers in place.

We will continue to monitor the guidance issued by the CDC and SCDPH and will update our policies if need be.

We wish you good health and thank you for your continued support of Westerbeke Ranch.

Tymm Rodriguez
General Manager
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