

**Vaccine Advisory Workgroup Meeting  
Minutes  
Monday, November 30, 2020**

**Location: Virtual, via WebEx**

12:30-12:35	<b>Welcome - Kelly Goode, Co-Chair</b>
12:35	<p><b>Public Comment</b></p> <p>No members of the public requested to make public comment during this meeting. For future Vaccine Advisory Workgroups, we will continue to allow for up to twenty minutes of public comment at the top of the meetings and record the meeting to be posted to the public webpage. For subgroup meetings, information about the meeting and the agenda will be posted to Town Hall and the meeting will be recorded; however, there will not be a public comment period.</p> <p>The process for public comment during the full workgroup meeting is listed below:</p> <ul style="list-style-type: none"> <li>• There is a two-minute time limit for each person to speak</li> <li>• We will be calling from the list generated through registration</li> <li>• After the two-minute public comment limit is reached we will let you complete the sentence and will mute you and move on to the next attendee</li> <li>• We will call the name of the person on list as well as the name of the person next on the list</li> </ul>
12:35-12:50	<p><b>Federal and State Updates - Christy Gray, MSH, CHES, CHTS-CP</b></p> <p><b>Federal Updates:</b></p> <ul style="list-style-type: none"> <li>• Pfizer submitted EUA to FDA on 11/20/2020</li> <li>• FDA VRBPAC set tentative meeting for 12/10 (for more info: See Safety &amp; Efficacy Subgroup notes titles Summary of Available Safety/Efficacy Data through 11/23/2020)</li> <li>• <a href="#">ACIP Ethical Principles to Guide COVID-19 Vaccine Allocation Decisions</a> on 11/27/2020. ACIP will guide vaccine allocation decisions, and Virginia intends to adopt these recommendations</li> <li>• Resources Now Available for Healthcare Providers on 11/24/2020 <ul style="list-style-type: none"> <li>○ <a href="#">Training for Healthcare Professionals</a></li> <li>○ <a href="#">Best Practices of Vaccine Storage and Handling</a></li> <li>○ <a href="#">Vaccine Training Module for Healthcare Providers</a></li> </ul> </li> <li>• New CDC Web Content on 11/24/2020 <ul style="list-style-type: none"> <li>○ <a href="#">Understanding COVID-19 Vaccine Types</a></li> <li>○ <a href="#">Understanding mRNA COVID-19 Vaccines</a></li> </ul> </li> <li>• Updated CDC Web Content on 11/24/2020 <ul style="list-style-type: none"> <li>○ <a href="#">COVID Vaccine Efficacy</a></li> <li>○ <a href="#">Facts about COVID-19 Vaccines</a></li> <li>○ <a href="#">Process for CDC COVID-19 Vaccine Recommendation</a></li> <li>○ <a href="#">COVID-19 Vaccine Resources</a></li> </ul> </li> <li>• CDC Social Media Resources on <a href="#">Facebook</a>, <a href="#">Twitter</a>, <a href="#">Instagram</a></li> <li>• OWS released new <a href="#">Vaccine Distribution Process Infographic</a> on 11/24/2020</li> </ul>

- Vaccine Storage and Stability Info Overview:
  - Moderna vaccine could be submitting EUA today (11/30)
  - The Pfizer and Moderna COVID-19 vaccine candidates have different storage and stability requirements (e.g., shipping temperature, long-term storage temperature / time, short-term storage temperature and time, time and room temperature for vaccination, doses/vial, dilution/mixing requirements, number of doses, and time between doses)
  - Interval between doses differs as well – how strict will the interval have to be for each vaccine? – VDH is working to find that answer
  - The Safety and Efficacy VAW workgroup has provided great independent review and feedback on these vaccines, and this information was sent out with the agenda. It can also be found on the website

**State Updates:**

- **Planning:**
  - Virginia Vaccination Plan Draft 2.0 (11/16/2020): Based on feedback from several entities, we have updated VA's vaccination plan. Draft 2.0 is a living document and will be updated based on as we learn new information. 2.0 was published 11/16/2020 and posted to VA COVID-19 vaccine website
  - Pharmacy network partnership approach in development for use in Phase 1: Pharmacy network partnership is being explored improve convenience and accessibility of COVID-19 vaccines
  - Redistribution/Transfer Planning: We are working with health systems to figure out how to redistribute vaccines they receive to sister locations / other locations in their systems as required. This is to ensure that the locations have thought through the unique cold-chain, handling, and storage of vaccines
  - Indian Health Services (IHS) vaccine coordination: continuing to converse with the IHS to ensure that vaccines are accessible to Native American / tribal communities
  - Prioritization planning (11/18/2020): plans can change, but the overall prioritization process has been developed with the information we have right now. Broadly, there are two paths: in the early phases, either VDH receives the vaccine and adopts ACIP recommended priority groups, OR the CDC sends it directly to pharmacies in states
    - If allocated directly to pharmacies:
      - Phase 1 = long-term care facilities and staff via CVS & Walgreens via federal pharmacy partnership
      - Phase 2 = other priority groups and pharmacy chains
      - There is not a specific timeline for CVS and Walgreens thus far
    - If allocated to states:
      - VDH would make recommendations about priority groups and then ship vaccine based on availability
- **Provider Enrollment:**
  - ~1,500 providers have submitted provider intent to date, and we are continuing to enroll providers as vaccine providers
  - Facilities are now starting to complete the CDC Agreement/Provider Profile. About 32 have completed the CDC Agreement. This step is critical as the vaccine cannot be shipped until it is completed

	<ul style="list-style-type: none"> <li>• <b>Operational Readiness:</b> <ul style="list-style-type: none"> <li>○ CDC End-to-End Testing 11/30/2020: all states must complete an end-to-end test with the CDC to ensure that all the processes and requirements are in place to begin receiving vaccines. VA’s mock order was placed last week, and the shipment should arrive at the partnering facility by the end of this week</li> </ul> </li> <li>• <b>Funding:</b> <ul style="list-style-type: none"> <li>○ CARES Act Funding expires 12/30/2020</li> <li>○ Existing Immunizations Co-operative Agreement supplemental funding received</li> <li>○ Provider Reimbursement for Vaccine Administration</li> </ul> </li> <li>• <b>Communications (presented by Todd Foutz, team member of Communications Vendor):</b> <ul style="list-style-type: none"> <li>○ Broadly, there are several avenues being explored to ensure consistent, wide-reaching messaging, including: <ul style="list-style-type: none"> <li>▪ Creative Concepts: these concepts were presented to the VDH Vaccine Unit last week for some feedback and review. Once it goes through the approval process, they will inform the following activities</li> <li>▪ Qualitative Research: executive interviews and digital focus groups planned, as well as a quantitative phase of research that will begin in 2021 and carry on throughout much of the year</li> <li>▪ Messaging</li> <li>▪ Input from Local Health Districts</li> <li>▪ Toolkit Materials – including flyers, materials, shareables</li> <li>▪ Digital Hub Live – provides direction and improvements to the existing VDH COVID-19 webpage to tailor information to various audiences</li> <li>▪ SMT with Commissioner – teed up for 12/18/2020</li> <li>▪ Op-Eds – are being developed by community leaders</li> <li>▪ Virtual Town Hall – teed up for the week of 12/14/2020, and it will take place with a panel of community leaders representing underserved communities</li> <li>▪ Telebriefing – will likely take place in December 2020</li> <li>▪ Radio Media Tour</li> <li>▪ Risk Communications Playbook – to support media outreach</li> </ul> </li> <li>○ Additional key points: <ul style="list-style-type: none"> <li>▪ Dates will be shared with the VAW as they get firmed up</li> <li>▪ Creative concepts and toolkits, among other collateral, will be translated into 6 different languages available for local health districts</li> <li>▪ There are plans to interpret the virtual town hall in Spanish as well</li> <li>▪ Ensure that the Digital Hub Live is accessibility-checked to be sure that all the content is screen reader compatible (especially charts and graphs), plain language compliant, and captioned where needed</li> <li>▪ Virtual town halls will need to be LEP accessible as well</li> <li>▪ It may be helpful for messaging to partner with organizations such as the National Black Nurses Association, Hispanic Nurses Association, Filipino Nurses Association, ANA, VMA</li> </ul> </li> </ul> </li> </ul>
--	---

12:50-12:55

**Communications and Messaging Succinct Report Out** – Wendy Klein

	<ul style="list-style-type: none"> <li>• The subgroup is scheduling listening sessions starting next week with diverse groups so that we are able to hear community concerns and feed that back to our Communications Vendors and communicate a clear, simple, consistent message</li> <li>• Feedback around accessibility, literacy, and language was given about creative concepts and other collateral thus far</li> <li>• Timeline is perhaps the biggest concern in terms of coordinating messaging and communications in a short turnaround based on vaccines becoming available</li> </ul>
<p><b>12:55-1:00</b></p>	<p><b>Partnerships Succinct Report Out – April Payne</b></p> <ul style="list-style-type: none"> <li>• The subgroup has met twice now</li> <li>• It is continuing to think through the education component of vaccines within the partnerships scope</li> <li>• There is meaningful overlap with the Communications and Messaging subgroup</li> </ul>
<p><b>1:00-1:05</b></p>	<p><b>Safety &amp; Efficacy Succinct Report Out – Josh Crawford</b></p> <ul style="list-style-type: none"> <li>• The subgroup has a running document that collates news articles and press releases as they become available. They are thinking about adding this living document to the VDH website</li> <li>• They have also conducted an independent review of the vaccines, and the feedback is available on the VAW website</li> </ul>
<p><b>1:05-1:10</b></p>	<p><b>Barriers to Vaccination Succinct Report Out - Carolyn Moneymaker</b></p> <ul style="list-style-type: none"> <li>• The subgroup has met regularly since the last VAW</li> <li>• They plan to provide more updates on the healthcare workers survey shortly and are working with the Communications vendors to finalize the copy</li> <li>• They are working with Immunize VA as well</li> </ul>
<p><b>1:10-1:20</b></p>	<p><b>Moderated Q&amp;A:</b></p> <ul style="list-style-type: none"> <li>• Where do nursing homes fall in the prioritization process? Long-term care facilities have always been included in the top priority groups along with other healthcare workers. There are simply different considerations on how to get vaccines to them. With an agreement with CVS and Walgreens, VDH would have to be willing to part with 50% of the allocated doses and work with pharmacy partners to provide LTC facilities with vaccines. Currently, skilled nursing facilities have approximately 297 facilities registered, and assisted living facilities have approximately 1000 locations registered. The plan as it stands today is to activate in SNFs first and ALFs next</li> <li>• Where do those incarcerated fall in the prioritization process? They fall into the other congregated settings. The CDC partnership was intended for geriatric congregated settings in particular</li> <li>• Are free clinic staff members considered as healthcare workers? Yes – we are working on identifying solutions using different (pharmacy) partners to vaccinate non-hospital healthcare workers, including staff at free clinics</li> <li>• Has VDH coordinated with CVS or Walgreens here in Virginia? Do they have a timeline from the federal government? – Yes, VA plans to use the federal pharmacy partnership. We are also exploring how we can leverage partnerships with other pharmacies. There is not a specific timeline from CVS and Walgreens. We need to have 50% of residents and staff doses to allocate towards that effort. We are working through that planning this week.</li> <li>• Can free clinics be factored into the CVS / Walgreens plan so that the patients can receive a vaccine at no charge? – All patients can receive a vaccine for free regardless of where they receive it</li> </ul>

	<ul style="list-style-type: none"> <li>• Can you refresh us on what “other priority groups” cover in Phase 2 for the pharmacy direct distribution? – Other priority groups would be considered critical infrastructure workers or people at high risk for COVID-19 (e.g., age, comorbidities, race, ethnicity)</li> <li>• How will the CARES Act funding expiration affect contact tracing and vaccination? – Vaccination workgroup has been working with the Secretary’s Office to identify funding to carry us past December 30, 2020. Our group cannot speak to contact tracing</li> </ul>
<p><b>1:25-1:30</b></p>	<p><b>Closing &amp; Wrap-up</b></p> <ul style="list-style-type: none"> <li>• <b>Sub-Workgroup Meeting Dates:</b> <ul style="list-style-type: none"> <li>○ Communications and Messaging – 12/4/2020, 9-10 AM</li> <li>○ Partnerships – 12/2/2020, 10-11 AM</li> <li>○ Safety &amp; Efficacy – 12/7/2020, 11:30 AM-12:30 PM</li> <li>○ Barriers to Vaccination – 12/2/2020, 12:30-1:30 PM</li> </ul> </li> <li>• <b>Workgroup Meeting and Important Dates through January 11, 2020:</b> <ul style="list-style-type: none"> <li>○ Monday, 11/30/2020: 12:30 - 1:50 PM   Vaccine Advisory Workgroup Meeting</li> <li>○ Monday, 12/14/2020, 12:30-1:30 PM   Co-Chair and VDH Representative Meeting</li> <li>○ Wednesday, 12/16/2020: Agenda and Meeting Materials Sent and Posted</li> <li>○ Monday, 12/21/2020: 12:30 - 1:50 PM   Vaccine Advisory Workgroup Meeting</li> <li>○ Monday, 1/4/2021: 12:30 – 1:30 PM   Co-Chair and VDH Representative Meeting</li> <li>○ Wednesday, 1/6/2021: Agenda and Meeting Materials Sent and Posted</li> <li>○ Monday, 1/11/2021: 12:30 - 1:50 PM   Vaccine Advisory Workgroup Meeting</li> </ul> </li> </ul>