

Port Gardner Community Church

COVID-19 Exposure Control, Mitigation and Recovery Plan

This plan seeks to affirm the need for safety measures during the COVID-19 pandemic and seeks to incorporate shifting local, state and federal guidelines and proposals to the best of our ability. This plan is subject to review and change as guidelines change.

1. Appoint a COVID-19 Supervisor — Chuck Hickman, chuck@portgardnerchurch.org
 - a. The supervisor is responsible for documenting confirmed COVID-19 cases reported from church attendees and communicating with Snohomish County Health officials.
 - b. The supervisor is responsible to remind employees to self-screen before starting work.
 - c. The supervisor is responsible for notifying the church body of a confirmed case within the church family while maintaining confidentiality of the infected person(s).
 - d. Personal information of any visitor or regular attendee will not be shared with any outside agency without prior written consent.

2. Provide attendees with church re-opening guidelines
 - a. Guidelines will be posted in a prominent area and distributed via email.
 - b. Guidelines and links to guidelines will be available on the church website. portgardnerchurch.org

3. Provide and make available PPE (personal protection equipment) upon request.
 - a. Disposable face masks.
 - b. Disposable gloves
 - c. Hand sanitizer dispensers in prominent locations.

4. Request and encourage social distancing.
 - a. A maximum of 25 persons in attendance per service.
 - b. Chairs spaced 6 feet apart.
 - c. Members of the same household may sit together without social distancing.
 - b. Tape will be used to mark 6 feet distancing near entrance and bathrooms.

5. Record attendance for each service.
 - a. Attendance information will only be used in the event of Covid-19 exposure.
 - b. No personal information will be shared with outside agencies without prior written consent.

6. Restrict access to contaminated areas until thoroughly sanitized.
 - c. All surfaces will be sprayed with disinfectant spray.
 - b. Hard contact surfaces will be wiped with disinfectant.
 - e. Any person who becomes sick during a service will be isolated from the rest of the population and the areas he or she came in contact with will be cordoned off and sanitized.

7. We will not offer children's classes during Phase 2.

The downstairs will be closed off and unaccessible.

8. Regularly clean high contact surfaces
 - a. Deep cleaning of the church building will be performed weekly.
 - b. High contact surfaces will be sanitized often. These surfaces will include:
 - i. Door opening surfaces
 - ii. Light switches
 - iii. Bathroom surfaces: faucets, soap dispensers, paper towel dispensers, toilet seats, toilet handles, high-contact stall surfaces
 - iv. Hand Sanitizer Pumps

9. CDC sign will be posted in visible areas that covers:
 - a. How to StopThe Spread
 - b. WashingHands
 - c. Covering Coughs and Sneezes
 - d. Properly Wearing a Face Covering