County of Mendocino

Specific guidelines for Places of Worship

1. **Describe the type of signage you will have and locations.**

We will have county signage for our outdoor worship at the three difference entrances to our church campus.

1. **Describe the PPE you will provide to your employees, volunteer and congregants.**

All employees, volunteers, and congregation are required to wear masks. We have a supply of extra masks in case someone arrives without one. All hosts will wear gloves as well.

We will have hand sanitizer at each entrance. Each chair is socially distanced at six feet.

1. **Describe your plans for training employees, volunteers and temporary workers on the use of PPE; disinfection; sanitation and other cleaning techniques.**

All employees and volunteers have been trained on the use of the PPE, disinfection and cleaning techniques.

The chairs for outdoor worship, are being disinfected each Sunday morning prior to Sunday services. We will have sanitized stations providing barriers as well as entrances. See below list for more details:

Cleaning and sanitizing patio.

All barriers and tables at entrances and exit.

Disinfect all microphones and technology as well as instruments.

Verify hand sanitizer is full and at each entrance. A non-touch sanitizer will be used.

Verify distance between chairs and distancing in the entrance and exit lines. (tape will be laid down on patio for mapping these spots.)

Restrooms for emergencies only. If used, will be disinfected after each use.

No singing will be permitted.

Disinfect bell rope.

1. **Describe the methods used for cleaning religious garments and linens.**

Religious garments if used will be washed each week.

1. **Describe plans for protecting employees and volunteer’s health**

Everyone will wear masks and socially distance when on the church campus. Leadership will open and close the doors of the sanctuary to access the power strips, cleaning before and after each service.

1. **Describe your plans for protecting the health of congregants**

Everyone will wear masks, socially distance when on the patio, and hands sanitized upon entry.

1. **Describe how you will prevent crowds gathering at your facility**

Reservations required to attend. We anticipate minimally 25 people to maximum 50 people. A person is assigned to check people in at the entrance by taking their temperature (cannot be over 99 F°), signing them in with their name, phone number and temperature reading (for future use and contact tracing), and escorting them to their seats. Congregants will be required to maintain a 6 foot distance while waiting to enter the area.

1. **Describe how you will enforce physical distancing at your facility.**

The following steps are being taken to ensure and congregants comply with physical distancing prior to service:

1. Post signage approved by the county of Mendocino at entrances
2. Mark places where people may sit with chairs marked by white tape.
3. Will have some seating available for small children to be with single parent.
4. Collection tray will be on table at the exit.
5. Table at front entrances to have temperature taken, to sign in and to sanitize hands.
6. Two entrances (one on north-east side of campus, one on south entrance to the campus. Each entrance will have three ushers (one to take temperature, one to sign in congregant ensuring that they sanitize hands, and one to usher them to chair.) (pen disinfected with each congregant)
7. Have extra masks available at entrance tables
8. Employees/volunteers must use the Mayo Clinic self-assessment test on-line prior to service.
9. **Describe alternative methods of worship, for example, live streaming etc.**

The Sunday service recorded and posted on MPC web site and Facebook, You Tube.

**10.If applicable, describe payment methods you will use.**

Online giving, Friends of Church giving through mail, a tray at the exit to be removed at the end of the service, taken to the office. Ushers will be using gloves. Everything will be sanitized.

**11.Describe how you will ensure that shared items such a audio headsets are disinfected.**

We will use fixed microphones (not shared) that are sanitized before and after service. The individual lavalier mics have separate foam coverings that belong to each speaker.

**12.** **Describe occupancy limitations for the outdoor area**

We will employ a six-foot pole to measure seating arrangements so parishioners maintain social distancing. Our occupancy in the outside patio will be no more than 49 (including leaders). We will ensure that we have only 49 members at a time. This includes all leaders in the service as well. (37 worshipers and 12 leaders and volunteers helping at entrances and exits.

**13 Describe the Limitations in number of services and any methods for maintaining stable groups of congregants.**

We will hold one service at 11:00 am on Sunday. A small morning prayer service held on Tuesdays and Thursdays (no more than 12) is also being considered. We are considering a reservation method as well as a sign in for all services.

**14. Children attend places of worship. What are your plans for their care during services.**

If a child attends, we will be certain the parent-guardian takes appropriate responsibility for caring for the child. If the child is under the age of five, we will have four to five designated seating areas for one parent and one child with six feet separation on all sides. There is no separate care for children attending the services.

**15. Describe how you will reconfigure seating and walking areas to maintain 6 feet of physical distancing between congregants.**

An architect has mapped out our patio and designed appropriate seating with six feet distancing. Additionally, staging areas into patio will have clearly marked tape so that participants know where to stand, maintaining the six feet distancing. There will be a second team of roving ushers insuring social distancing.

*Service and During*

At both entrance tables there will be a team of three. Person one will take temperature, person two will sign the congregant in and person three will usher congregant to their seat.

For those people with mobility issues who need a helper, two chairs will be reserved (one for the congregant, one for the helper). Participants will exit east going one direction only. Pastor will announce no coffee hour and no passing of peace. (except verbally from six feet staying in social bubble.)

Pastor dismissal: Pastor will dismiss participants inviting those closest to the exit to go first, maintaining a six-foot distance.

**16. Describe Alternatives for items such as fonts, sinks etc. and equipment used to eliminate contaminant (water) splash.**

We will not have any water in in fonts or sinks available.

**17. How will you indicate separate entrances and exits.**

We will have clear signage indicating entries and exits.

**18. Describe your methods for reconfiguring parking areas to avoid congestion points.**

Our upper parking lot is clearly labeled, our lower parking lot has no lines, therefore we will add barriers to socially distance the cars.

**19. Describe how you will ensure physical distancing in rest rooms**

No use of rest rooms permitted, except in case of emergency. We have a single bathroom.

**20. Food and beverages**

We will not be serving food and beverages. We will not be serving communion at this time and we will refile when it becomes an option.

**21. Describe the steps you have taken to modify how singing and recitation are practiced.**

 We will have instrumental music (no wind instruments) but no singing and no recitation.