# A close up of a sign Description automatically generated

# COVID19 Business Specific Health & Safety Form

# Meyer Family Cellars Site Specific Plan

1. Describe the type of signage you will have and locations.- We will be using the signs provided by Mendocino County to inform customers of proper social distancing etc. We will also be adding a larger sign reminding customers that masks are required to enter the building.
2. Describe the PPE you will provide to your employees and guests. We will be adhering specifically to the guidelines put forth by Cal-Osha and CDPH on June 5th for Restaurants, Bars and Wineries as they pertain to wineries. These are as follows

* We require self-screening at home as long as they follow the CDC guidelines which are covered in our covid training.
* Encourage workers who are sick or exhibiting symptoms of COVID-19 to stay home.
* We will provide as necessary gloves, masks, and eye protection, but will also allow employees to bring masks from home if they prefer as long as they are washed daily.
* Employees are encouraged to use gloves particularly
* Face coverings are strongly recommended when employees are in the vicinity of others. Workers should have face coverings available and wear them when at work, in offices, or in a vehicle during work-related travel with others. Face coverings must not be shared. Employers are generally encouraged to provide face coverings but must provide them when required by employer rules or these guidelines.
* Servers or handling trash bags should use disposable gloves (and wash hands before putting them on and after removing them) and aprons and that are changed frequently.
* When drying stemware gloves and masks are required
* Guests and visitors should be asked to use hand sanitizer which is at the entrance just inside the door, and to wear a face covering until seated. Servers have the right to cancel reservations for individuals/parties with symptomatic guests. Face coverings should be made available for customers who arrive without them or be asked to remain outside for service. Babies and children under age two should not wear face coverings, in accordance with CDC guidelines.
* Display a set of clearly visible rules for customers and personnel at entrance(s) that are to be a condition of entry. The rules could include instructions to use hand sanitizer, maintain physical distance from other customers, avoid unnecessary touching of restaurant surfaces, contact information for the local health department, and changes to services. Whenever possible, the rules should be available digitally, include pictograms, and included on/with menus.

1. Describe your plans for training employees and temporary workers on the use of PPE; disinfection; sanitation and other cleaning techniques. Once again we will be using protocols put forward by the state which are including:

* Perform thorough cleaning in high traffic areas, for us this is primarily door handles, bar and table tops, toilets, handwashing facilities.
* Frequently clean items touched by patrons, especially those that might attract contact from children. Unfortunately, the only item like this is our playground which has been roped off.
* Clean touchable surfaces at the start of each day and after customers depart, as time allows
* Avoid sharing phones, tablets, laptops, desks, pens, and other work supplies wherever possible. Never share PPE.



Consult equipment manufacturers to determine appropriate disinfection steps, particularly for soft, porous surfaces such as foam earmuffs.

* Tasting room servers are asked to clean each morning upon arrival as well as during lulls between guests
* Equip spaces tasting rooms, bar areas, with proper sanitation products, including hand sanitizer and sanitizing wipes for all staff directly assisting customers.
* Ensure that sanitary facilities stay operational and stocked at all times and provide additional soap, paper towels, and hand sanitizer when needed.
* When choosing cleaning chemicals, employers should use products approved for use against COVID-19 on the Environmental Protection Agency (EPA)-approved list and follow product instructions. Use disinfectants labeled to be effective against emerging viral pathogens, diluted household bleach solutions (5 tablespoons per gallon of water), or alcohol solutions with at least 70% alcohol that are appropriate for the surface. Provide employees training on manufacturer’s directions and Cal/OSHA requirements for safe use. Workers using cleaners or disinfectants should wear gloves and other protective equipment as required by the product instructions. Follow the asthma-safer cleaning methods recommended by the California Department of Public Health.
* Continue to follow existing codes regarding requirements for sanitizing (rather than disinfecting) food contact surfaces.
* The front door and windows will be left open whenever guests are present as the temperature allows, which is the majority of the time.
* We have changed to large chalk menus, a large menu encased in plastic on the bar when you first arrive as well as disposable once use menus.
* Suspend use of shared food items such as crackers, and water pitchers. Instead each household group will be provided a sanitized water carafe.
* Thoroughly clean each customer dining/drinking location after every use. This will include disinfecting tables, chairs, booster seats, highchairs, booths, etc. and allowing adequate time for proper disinfection, following product instructions. Environmental Protection Agency- approved disinfectants require a minimum contact time (seconds to minutes) to be effective against human coronavirus.
* During any events when our larger tables are expected to be used multiple times/day we will cover tables in butcher paper and discard after each use. However, most days we will only allow larger tables to be used once/day. Smaller tables are metal and will be sanitized after each use.

service, etc. Discard or clean, disinfect, or sanitize shared items after each use, as appropriate. The areas that should be closed include but are not limited to:

* Install hand sanitizer dispensers, at guest and employee entrances and contact areas such as driveways, reception areas, in dining rooms, near elevator landings, throughout tasting and drinking areas, etc.
* All display books have been removed and replaced with signs asking customers not to touch display items and ask for assistance. Other shared items are sanitized between each use. The only ones noted as yet are pens and Bocce Balls.

1. Describe your plans for protecting your employees' health. Firstly we will be adhering to State of California Covid-19 workplace protocols. Some of the unique measures in our tasting room are to limit shared space with other employees. This will be accomplished largely through scheduling. At the Mendocino Location we will only be allowing one person to be working onsite at any time due to the small size. At Yorkville we will only allow one person to work in the office/tasting room space at a time, and once person to serve guests outside as necessary.
2. Describe your plans for protecting the health of clients and guests. By following the CDC Cal Osha guidelines.
3. Describe how you will prevent crowds gathering at your facility. Primarily through requiring reservations to guarantee a tasting appointment. We have implemented Tock as a reservation taking app, or tasters may call the winery at 707-895-2341 or the Mendocino tasting room at 707-397-1406 to make a reservation. If we are at what we feel is our safe capacity we will refuse further tasters. At out Yorkville location we feel our outside location is extremely spacious. We currently have five tables that are over 12 feet apart that can each sit six tasters. Guests will only be allowed to sit at the same tables if there are in the same household group. We also have two four top tables 10 feet outside the winery door with more than 8 feet of space for others to walk by. Inside we are more limited. We can comfortable fit 4 at the Western corner of the bar in which the server and tasters are separated by plexiglass, and 2 at a high top in the south eastern corner. 1 person could also be purchasing at the register which is also separated by plexiglass at the western corner of the bar. We feel that 7 people is the max safe number, but will encourage outdoor seating and hope to stay well below this number. 4 groups or 19 tasters on site are the two maximums we will not exceed during covid as more than that would put our staff and guests at risk.

The Mendocino location is much smaller and we will be more restrictive with seating. We will only allow one group inside, 6 at the max. We have two high tops which are over ten feet apart. Or a spot for 4 at the bar. We will encourage guests to use the high tops and not the bar. Above all we will encourage guests to use the outdoor seating area which has two tables over ten feet apart. Both tables can fit 4 people. Our max will be 3 groups, two must be outside in this scenario, or 10 people. As the weather allows, doors will remain open whenever guests are inside to allow airflow, which on the coast is most of the time.

1. Describe how your will enforce physical distancing at your facility. We have placed markers on the floor in excess of 8 feet apart, and much more importantly we will use verbal reminders with our guests which are much more effective.
2. Describe the payment methods you will use (contactless is preferred) We will accept cash, but will always ask for Credit Card. We are confident in our credit card transaction method. The server rings up the sale, places the device on the bar while protected by a mask and plexiglass, and ask the customer to swipe the card while not touching the device. Receipts can be printed but most customers prefer email. No signing is required.
3. What are your hours of Operation (restrictions apply): 10-11AM to 4-6PM. Seasonally
4. Reservations are encouraged. What are your methods for taking reservations and appointments? As mentioned above in section six, we use Tock and phone reservations.
5. Describe your plans for utilizing outdoor areas to promote social distancing. Please refer to explantation in question six.
6. Describe your system for providing menus to clients. (Menus must be disposable, digitally available, or made viewable from video-screens or "no touch" pads.) Our main menus are now chalk boards, and menus enclosed in a plastic case which can be easily sanitized. We are also using single use paper menus if customers prefer.
7. How will you train employees from using equipment such as "drop stops", or allowing bottle necks to make contact with patrons’ used cups, glasses, etc.? Any self-respecting winery already has trained servers to not use drop stops or allow bottle necks to make contact with patrons glasses, this has and never will be an issue. We are not amused with this question, and question the upbringing of the person who raised the issue in the first place.
8. What are your alternatives for communal dump buckets, spit buckets, spittoons, etc.?

Disposable single use cups which the server can then dump out.