

## **COVID-19 Preparedness Plan for Moorhead Sports Center**

**Updated August 21, 2020**

**These guidelines will be revised periodically to adapt to most current guidelines and the Minnesota Governor's Executive Order.**

The Moorhead Sports Center managed by the City of Moorhead is committed to providing a safe and healthy environment for all our staff, members, and guests. To help achieve this goal, the following COVID-19 Preparedness Plan has been arranged in response to the COVID-19 pandemic. Managers and staff are all responsible for implementing this plan. Our goal is to mitigate the potential for transmission of COVID-19 in our workplaces and communities, which requires full cooperation among our management, staff, members, and guests. Only through this cooperative effort can we establish and maintain the safety and health of our facility.

Our COVID-19 Preparedness Plan was developed following the Centers for Disease Control and Prevention (CDC) and the Minnesota Department of Health (MDH) guidelines, the most current Executive Order from Minnesota Governor Walz, and with guidance from USA Hockey. This document was coordinated with Moorhead Youth Hockey to provide a cohesive approach to ice arenas in Moorhead.

### **SCREENING AND POLICIES FOR EMPLOYEES EXHIBITING SIGNS AND SYMPTOMS OF COVID-19**

Staff are highly encouraged to self-monitor for signs and symptoms of COVID-19. The following procedures are being implemented to assess employees' health status prior to entering the workplace and for employees to report when they are sick or experiencing symptoms:

- Employees may not report to work, or must report to a supervisor or Human Resources if already in the workplace, if the employee is experiencing any of the following symptoms:
  - Fever (100.4 degrees Fahrenheit or higher), Cough, Shortness of breath or difficulty breathing, Chills, Repeated shaking with chills, Muscle pain, Headache, Sore throat, New loss of taste or smell
- If an employee displays symptoms of COVID-19:
  - Supervisors may require an employee to leave the workplace as a safety consideration for the health of other employees and the public. Supervisors will not make judgments about a medical diagnosis, but they may rely on visual symptoms to make a determination to send an employee home. Supervisors will consult with Human Resources prior to (when possible) or immediately after an employee has been sent home.
  - Supervisors may speak with employees privately regarding any symptoms being displayed consistent with COVID-19. Supervisors may not ask the employee for specific medical information without the employee's consent (Attachment A) and shall not disclose private medical information to fellow coworkers.

The City of Moorhead has implemented leave policies that promote employees staying at home when they are sick, when household members are sick, or when required by a health care provider

to isolate or quarantine themselves or a member of their household. Accommodations for employees with underlying medical conditions or who have household members with underlying health conditions have been implemented and will continue to be reviewed.

The City of Moorhead has also implemented a policy for notifying other employees of a confirmed case of COVID-19. The City will inform fellow employees of their possible exposure to COVID-19 in the workplace. The City will not identify by name an individual who has contracted the disease without consent (Attachment B) from the infected employee. Employees should refrain from discussing a coworker's condition due to data privacy laws. If an employee has concerns, they should speak privately with their supervisor or contact Human Resources.

Employees exposed to a co-worker with confirmed COVID-19 will receive guidance from the City at the time of the notification. The City will continue to work with medical health providers and rely on guidance from federal and local authorities about transmission risk and containment.

### **Basic Guidance**

- Stay home if feeling ill
- Wearing masks over your nose and mouth is mandatory when inside the building but not while on the ice
- Frequent handwashing (20 seconds or more) and respiratory etiquette
- Social distancing - 6 feet apart
- Customer controls and protections for drop-off, pick-up, and deliveries
- Sanitizing, including additional cleaning, and disinfecting as listed below
- Communications and training that will be provided to managers and workers
- Management supervision will be available to ensure effective implementation of the plan.

The following are Guidelines for Members/Guests

- Regulate group sizes for practices/training in each rink to no more than 2 groups of 25 individuals on the ice including coaches.
- Groups for practice/training are to maintain distance and have limited intermixing between groups.
- Masks are required once inside the building for those 5 years of age and older, but not while out on the ice.
- Directional travel while moving around the building will be mapped out.
- Games are allowed with teams both within the local community and outside the area.
- Spectators are allowed in the Moorhead Sports Center but shall not exceed a total capacity of 250 people in the building following the MDH Guidelines. Spectators are asked to not congregate in the lobby and leave the building after the game.
- Locker rooms are available for use with social distancing and masks required. Staging areas will remain available so teams are able to meet the capacity limits of the locker rooms.
- When practicing, players should get dropped off no earlier than 15 minutes prior to session, and put skates, helmets, and gloves on in the designated staging areas.
- Players should not congregate in lobby and are to be picked up no more than 10 minutes after session.
- Allow for 30 minutes between sessions to avoid crossover / interaction between groups, and to allow sanitizing to take place.
- Concessions stand procedures will follow restaurant guidelines when opening for games and events. [Concession Guidelines - MDH](#)

- Bathrooms will be available and sanitized dependent upon the ice schedule. If the schedule is full, staff will do a thorough cleaning first thing in the morning, early afternoon and prior to the evening events.
- No use of water fountains, but the water bottle fillers are available
- Maintain separate entrances and exits for each rink.
- Block internal access between rinks to avoid group crossover/interaction.
- Maintain separate staging areas for each rink with chairs spaced according to social distancing guidelines.
- Groups will provide their own pucks.
- With the change to allowing spectators into the facility, the community will be allowed to use the Walking Track, Monday – Friday 8 a.m. – 2 p.m. unless there is a group using the ice. Masks must be worn.

**Housekeeping**

Additional sanitization and housekeeping practices are being implemented, including cleaning and disinfecting of high touch surfaces and equipment that staff, members, and guests may come in contact with. Spectator seating areas are to be sanitized between games. Arena staff are using commercial grade Covid-19 approved surface cleaners.

**Communications and Training**

Moorhead Sports Center managers and staff will work through this new program together and update training as necessary.

Each group must have a current insurance certificate on file, listing ISD #152 as a secondary insurer prior to being allowed on the ice.

- Insurance on File

I have read the Covid-19 Preparedness Plan and will adhere to the requirements

Group: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Phone: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_