

First Lutheran Church of Ketchikan - COVID-19 Mitigation Plan
As of June 1, 2020

Decisions about implementing strategies (e.g., alteration or reduction of services, event cancellations, other social distancing measures) will be made in collaboration with local health officials who can help determine the level of transmission in the community. Information about level of transmission is available in [CDC's framework for mitigation](https://www.cdc.gov/coronavirus/2019-ncov/downloads/community-mitigation-strategy.pdf) at <https://www.cdc.gov/coronavirus/2019-ncov/downloads/community-mitigation-strategy.pdf>.

This document was created based on content from the following sites:

- <https://covid19.alaska.gov/wp-content/uploads/2020/05/05212020-Phase-III-IV-Guidance.pdf>,
- <https://covid19.alaska.gov/wp-content/uploads/2020/05/05222020-Phase-III-IV-016-Attachment-N-Revised-Social-Religious-and-Other-Gatherings.pdf>,
- <https://www.cdc.gov/coronavirus/2019-ncov/community/organizations/guidance-community-faith-organizations.html>
- <https://www.cdc.gov/coronavirus/2019-ncov/community/large-events/mass-gatherings-ready-for-covid-19.html>

There are three levels to this plan: No community transmission, Minimal to moderate community transmission, and Substantial community transmission. Below are the specific guidelines for each level. Each will be updated as the situation warrants.

1. When there is NO Community Transmission:

- a. No limitation on the size of the gathering.
- b. Gatherings may include members from different households.
- c. Any person with symptoms consistent with COVID-19 should not enter the premises. These symptoms include fever, cough, shortness of breath or other respiratory infection. Persons who have had a fever may not enter until 72 hours past their last fever.
- d. Six-foot social distancing between non-household members is suggested but not required.
- e. Handwashing capability or hand sanitizer is available and encouraged.
- f. Frequent hand washing or sanitizing by staff and volunteers is encouraged.
- g. Established protocols for communion and collecting the offering with minimal handling of the communion elements, offering plate, and money.
- h. While not required, wearing cloth face coverings at gatherings including non-household members is encouraged, when possible.
- i. Cleaning and disinfecting frequently touched surfaces at least daily, when possible.
- j. If anyone becomes sick during a gathering they will be separated into an isolated room until they can safely leave and/or seek medical care.

2. When there is minimal to moderate community transmission

- a. Services will be Live Streamed.
- b. There will be no gathering of more than 10 people, which includes the minimum number of necessary personnel to facilitate the event.
- c. Gatherings may include members from different households.
- d. Any person with symptoms consistent with COVID-19 may not enter the premises. These symptoms include fever, cough, shortness of breath, or other symptoms of respiratory infection. Persons who have had a fever may not enter until 72 hours past their last fever.
- e. Persons enter and exit through different entries using one-way traffic, where possible.
- f. Six-foot distancing should be maintained between non-household members.
- g. Cloth face coverings should be worn, when possible, at gatherings with non-household members.
- h. If singing or projecting of voice, then at least ten feet between each person, unless a face covering is worn.
- i. Handwashing capability (water, soap, and paper towels) or hand sanitizer is available.
- j. All staff and volunteers will perform frequent hand washing or sanitizing.
- k. Organization must provide for hourly touch-point sanitization (e.g. workstations, equipment, screens, doorknobs, restrooms) throughout facility during the gathering.
- l. No food or drink may be provided; if allowed at the venue, individuals may bring their own.
- m. If anyone becomes sick during a gathering they will be separated into an isolated room until they can safely leave and/or seek medical care.

3. When there is substantial community transmission

- a. The building will be closed to ALL services and/or gatherings.
- b. All services will be live streamed from home.
- c. Everyone will be encouraged to stay home and keep safe.
- d. Only essential paid staff will be permitted in the building to perform essential duties that cannot be performed from home (i.e. Payroll, Bookkeeping, and/or printing checks).
- e. All decisions will be made in collaboration with local health officials who can help determine the level of transmission in the community. Information about level of transmission is available in [CDC's framework for mitigation](https://www.cdc.gov/coronavirus/2019-ncov/downloads/community-mitigation-strategy.pdf).