

# **MN Valley UU Fellowship Covid-19 Preparedness Policy**

Approved by Staff, Covid-19 Preparedness Committee and Board

November 12, 2020 (Date Approved)

The Staff, Covid-19 Preparedness Committee (Health Team) and the MN Valley UU Fellowship Board will review these policies in an ongoing manner, throughout the pandemic

All Staff and Members of the Fellowship will receive a copy of this Policy in their email.

## **Grounded in Our Faith**

### **UU Principle Connection**

“The inherent worth and dignity of every person.” (1<sup>st</sup> Principle)

### **UU Source Connection**

“Humanist teachings which counsel us to heed the guidance of reason and the results of science.”  
(5<sup>th</sup> Source)

## **Policies Specific to MN Valley UU Fellowship**

- The building remains closed at this time for services, meetings and gatherings with the following exceptions:
  - Staff, working in their own areas
  - Performers using space for recording
  - Committee or board members who have necessity to come to the building for their work; this included, but is not limited to; the Board, Treasurer, Archives, Operations, Aesthetics and Tech.
- **Fellowship visitors must make an appointment to use the building. Visitors must have a need to use the building. To make an appointment contact:**
  - Email: [office@mnvalleyuu.org](mailto:office@mnvalleyuu.org) Phone: [952-884-8956](tel:952-884-8956)
  - Include: Who, what, where, when and why. Examples:
    - Tech person is coming with two musicians to record in the sanctuary on Tuesday at 11am to use the equipment.

- Recurring: 2 Volunteer members (from the same household - optional) are coming to vacuum and dust from 2-4pm on the first Wednesday of each month.
  - **Visitors must make an appointment at least one day in advance and hear back from staff before arriving.**
- Everyone will wear masks inside (required).
  - Exemption: When staff is sitting at their desk they will not be required to wear their mask, if no one else is in their office space and their doors are closed. They must have mask ready on hand, at all times, and wear them outside of their own work space at all times
  - Children 2 years old and younger will not be required to wear a mask.
- Everyone will maintain at least a 6 -foot physical distance from other people outside their household.
- Everyone will use hand sanitizer after entering the Fellowship (in the Lobby) or go directly to their bathroom to wash their hands.
  - The **upstairs bathrooms are for staff use only**
  - The downstairs bathrooms may be used by Fellowship visitors. Visitors will wipe down frequently touched surfaces (door knob, faucet handle, flush handle) after each use.
- **Sanctuary Use Guidelines for Recording Performances** (adapted from MN State Department of Health)
  - Limit of use for more than 1 person is 1 hour
  - Only 1 group per 48-hour period
  - At this time use of the Sanctuary may only be scheduled on Monday, Wednesdays or Fridays (talk to Nicole, Jeannie and Richard, if this doesn't work for you)
  - Using the Sanctuary for music recordings
    - If you are coming to record music in the sanctuary it must be scheduled. You must inform Nicole, Jeannie and Richard (if you need him) [music@mnvalleyuu.org](mailto:music@mnvalleyuu.org), [office@mnvalleyuu.org](mailto:office@mnvalleyuu.org), [rwduffin@comcast.net](mailto:rwduffin@comcast.net)
    - The use of woodwind or brass instruments is prohibited at this time
    - Musicians and Tech must wear their masks at all times

- Singers may remove their mask to sing, but must observe a distance of 20 feet from anyone else. Face shield are highly recommended to wear while singing.
  - Keep sanctuary doors open for ventilation during performances
  - No sharing microphones, instruments or gear
- Staff will wipe down frequently touched surfaces (door knobs, hand railings) daily.
- Approved disinfectant wipes will be available at the Fellowship for wiping down frequently touched surfaces.
- No food will be prepared in the Fellowship kitchen to be shared between households.
  - Exemption: staff may use the microwave/fridge/coffee area to reheat their personal food. But should be wiping down the area after each use
- The total number of people inside the Fellowship at one time will not exceed 10 persons.
- Outdoor gatherings are not allowed at this time
- Anyone who attends any in-person gathering at MN Valley UU Fellowship will notify the Fellowship **office@mnvalleyuu.org and minister@mnvalleyuu.org** if they begin showing symptoms of Covid-19 or find out they have been exposed to someone who has had symptoms or a confirmed case of Covid-19 within 14 days of any in-person gathering at MN Valley UU Fellowship. Example: If, within 14 days after attending a parking lot fair, I notice that I have symptoms of Covid-19, I will email the Fellowship, “I have Covid Symptoms. I followed the MN Valley UU Fellowship Covid-19 Preparedness Policy to the best of my ability the whole time I was in person.”
- Members of Staff and the Covid-19 Preparedness Committee will give a gentle reminder to anyone not following the above policy.
- Everyone is welcome to gently remind each other to follow the above policy. We are all doing these things to keep each other safe. We are following the above policy so that we can continue to gather safely during this pandemic.

Anyone who does not agree to the above policy is encouraged to thoughtfully communicate their concern with our Covid-19 Preparedness Committee Communications Representative (Contact Information: **office@mnvalleyuu.org** and Phone: **952-884-8956** will direct your concern to the appropriate Representative.) Anyone who, regardless of whether or not they agree to the above

policy is welcome to our online gatherings. We gather via Zoom, communicate via email, Facebook, phone calls, letters and postcards.

MN Valley UU Fellowship staff, Covid-19 Preparedness Committee and the Fellowship Board will continue to monitor data coming from the Minnesota Department of Health, the Unitarian Universalist Association, the United States Center for Disease Control and Prevention and the World Health Organization.

## **Self-Care and Support**

### **Practice Self-Care**

- Maintain your normal routines.
- Connect with family and friends.
- Eat well.
- Stay active.
- Get adequate rest.
- Do enjoyable activities.
- Employ coping skills that nurture your spirit, like mindfulness exercises or prayer.

### **Support**

This is a time to practice being part of the interdependent web of all existence and the beloved community. It is a time to care for each other. Ask yourself:

- What opportunities do I have to help others?
- What is overwhelming right now that I should ask someone for help with?

Book a Zoom meeting with Rev. Laura: <https://calendly.com/laura>

Book a phone meeting with Rev. Laura: <https://calendly.com/laura>

Pastoral Emergency: (612) 216-4203

Email or call Rev. Andrea [andrea@mnvalleyuu.org](mailto:andrea@mnvalleyuu.org) | 612.239.7092 | [Zoom](#)

<https://us02web.zoom.us/>

Source: Self Care and Support Section is adapted from M. Starbuck. (2020, March 3). How to Stay Emotionally Healthy During the Coronavirus Outbreak [Blog post]. Retrieved from <https://www.psychologytoday.com/us/blog/hope-resilience/202003/how-stay-emotionally-healthy-during-the-COVID-19-outbreak>

## Stay Safe MN Guidance

**All Minnesotans who can work from home should do so.**

The following practices should be adhered to:

- Wash your hands often
- Get tested when sick
- Maintain safe social distances when around others
- Wear a mask when around others outside of your household
- Limit activities outside of the home to those that follow current guidelines
- Go to [staysafemn.gov](https://staysafemn.gov) frequently for updates

**Keep the activity quick.** Choose activities that involve less time.

**Keep your distance.** 6 feet of distance between you and those outside of your household.

**Keep the group small.** Keep indoor and outdoor gatherings to 10 people or fewer. No more than 3 family units should be gathered at any event. The smaller the group, the lower the risk.

**Wear a face mask.** In this way we protect ourselves and on another

**Increase ventilation.** If weather allows, open doors and windows.

**Think about the participants.** Do they follow public health guidance (handwashing, wearing masks, practicing social distancing)? Do they have a higher risk of becoming severely ill from COVID-19? Do they live with someone who is at a higher risk?

**Think about the venue.** Is there space for proper social distancing? Does the location seem to follow safety precautions from the plan?

**Avoid crowded, poor-ventilated indoor environments.** Avoid the Three Cs:

1. Crowded places,
2. Close contact, and
3. Closed, confined spaces.

Here's a brief video that explains Avoiding the Three Cs:

[https://www.youtube.com/watch?v=U7r6l8k9ao0&feature=emb\\_title](https://www.youtube.com/watch?v=U7r6l8k9ao0&feature=emb_title)

Minnesotans are welcome to gather outdoors with friends and family in groups of 10 or lessSource: <https://mn.gov/covid19/for-minnesotans/stay-safe-mn/stay-safe-plan.jsp>

Special thanks to Maria Bavier for outlining this document; to Nicole Collins and Myra Basar for their input and to the Board and COVID-19 Response team for their support.