

COVID-19 PREPAREDNESS PLAN FOR LANESBORO ARTS – RHYTHMS ON THE ROOT

Lanesboro Arts is committed to providing a safe and healthy workplace for all our staff, artists, patrons, community, and visitors. To ensure a safe environment, we have developed the following COVID-19 Preparedness Plan for the outdoor concert series Rhythms on the Root in response to the COVID-19 pandemic. The Lanesboro Arts Leadership Team and staff are all responsible for implementing this plan. Our goal is to mitigate the potential for transmission of COVID-19 in our workplace and community, and that requires full cooperation among our staff, Leadership Team, Board, and Patrons. Only through this cooperative effort can we establish and maintain the safety and health of our workers and workplaces. Lanesboro Arts Leadership Team and Board have our full support in enforcing the provisions of this policy.

Our workers are our most important assets. We are serious about keeping our staff working under safe conditions at Lanesboro Arts. Worker involvement is essential in developing and implementing a successful COVID-19 Preparedness Plan. We have involved our staff in this process by listening to concerns and suggestions and implementing requested procedures into the plan based on staff feedback. Our COVID-19 Preparedness Plan follows the Centers for Disease Control and Prevention (CDC) and Minnesota Department of Health (MDH) guidelines, federal OSHA standards related to COVID-19 and Executive Order 20-48, and addresses:

- hygiene and respiratory etiquette;
- engineering and administrative controls for social distancing;
- cleaning, disinfecting, and decontamination;
- prompt identification and isolation of sick persons;
- protection and controls for pick-up, drop-off, and delivery;
- communications and instructions for customers;
- communications and training that will be provided to staff; and
- Leadership Team supervision necessary to ensure effective implementation of the plan.

SCREENING AND POLICIES: for employees exhibiting signs and symptoms of COVID-19

Workers have been informed of and encouraged to self-monitor for signs and symptoms of COVID-19. The following policies and procedures are being implemented to assess workers' health status prior to entering the workplace and for workers to report when they are sick or experiencing symptoms. Lanesboro Arts staff will take their temperature as soon as they arrive day of for work. Lanesboro Arts provides a forehead thermometer for this purpose. If a staff member is exhibiting signs of fever or any COVID-19 related symptoms, they are to inform Melissa Wray, Program Coordinator, and will be required to return home. In such cases, the staff member's work schedule will be adjusted accordingly.

If staff members have any COVID-19 related symptoms prior to their shift, it is their responsibility to inform the Program Director of these symptoms and find another staff

member to cover their shift. Lanesboro Arts has implemented leave policies that promote workers 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. Lanesboro Arts employees who are at-risk or live with at-risk family members have the support of the Lanesboro Arts Leadership Team to exclusively work from home to mitigate risk. If an employee either exhibits a fever or has two or more of the official Covid-19 symptoms (dry cough, shortness of breath, chills, muscle aches, headache, sore throat, or new loss of taste or smell,) they are to report it immediately to the Leadership Team, disclosing which other employees they've come in contact with in the previous 7 days. The Leadership Team will keep the identity of the symptomatic employee on a need-to-know basis. The Leadership Team will then inform and facilitate the self-isolation of the symptomatic employee and those exposed.

Audience members will also be screened at each entrance by referring to a printed list of the official Covid-19 symptoms (dry cough, shortness of breath, chills, muscle aches, headache, sore throat, or new loss of taste or smell,) and asked if they are exhibiting two or more of any symptoms. Anyone who has exhibited two or more symptoms will be asked to leave and a full refund will be offered.

HANDWASHING

Basic infection prevention measures are being implemented at our workplaces at all times. Staff members are instructed to wash their hands for at least 20 seconds with soap and water frequently throughout the day, but especially at the beginning and end of their shift, prior to any mealtimes and after using the bathroom. All customers and visitors to Rhythms on the Root will be required to wash or sanitize their hands prior to or immediately upon entering the facility. Hand-sanitizer dispensers (that use sanitizers of greater than 60% alcohol) are at the entrances to Gateway Park to be used for hand hygiene.

RESPIRATORY ETIQUETTE: Cover your cough or sneeze

Lanesboro Arts staff, customers, and visitors are being instructed to cover their mouth and nose with their sleeve or a tissue when coughing or sneezing and to avoid touching their face, in particular their mouth, nose, and eyes, with their hands. They should dispose of tissues in provided trash receptacles and wash or sanitize their hands immediately afterward.

Workers and customers, clients, patrons, guests and visitors are being instructed to wear masks at all times when not seated at designated seating location, as well as cover their mouth and nose with their sleeve or a tissue when coughing or sneezing, and to avoid touching their face, particularly their mouth, nose and eyes, with their hands. Workers and customers, clients, patrons, guests and visitors are expected to dispose of tissues in provided trash receptacles and wash or sanitize their hands immediately afterward. Respiratory etiquette will be demonstrated on posters and supported by making tissues and trash receptacles available to all workers and other persons entering the workplace.

SOCIAL DISTANCING

Social distancing of at least six feet will be implemented and maintained between workers and customers, clients, patrons, guests and visitors in the workplace through the following engineering and administrative controls:

ENTRANCES:

There will be two designated, clearly marked ticketing entrances; one on each end of the park. Seating will start an hour before the performance to allow for ample time for seating and mitigate ticket line congestion. There will be six feet intervals marked approaching the entrances to cue social distancing between audience members. At these entrances, there will be a screening station that consists of the official Covid-19 symptoms (dry cough, shortness of breath, chills, muscle aches, headache, sore throat, or new loss of taste or smell,). Staff will ask each audience member if they've experienced two or more symptoms, and if so, will be asked to leave with a full refund. Both entrances will include a hand sanitization station for all and disposable masks as needed. There will be porta-potty services on site with social distance queue markings for those waiting in line and a hand sanitization station. Masks will be required throughout the entire evening, except once seated in seating pod location.

SEATING LOCATIONS:

Once past the screening and sanitization entrances, audience members will be directed to their assigned seating location by a masked staff member. Seating locations will allow for pods of up to four people each. The pods will be marked, and will have room for an eight foot circumference, as well as spaced six feet from any other seating pod. There will be a central aisle and outer aisle for getting to and from seating location.

CAPACITY:

Maximum capacity has been set using the US Fire Administration's Understanding the Impact of Social Distancing on Occupancy as directed by the state of Minnesota COVID-19 resources. Using this calculation, maximum capacity is 84 people. This capacity will be controlled through ticketing.

CLEANING, DISINFECTING, AND VENTILATION

Regular housekeeping practices are being implemented at Lanesboro Arts, including routine cleaning and disinfecting of work surfaces and general areas in the work environment, including restrooms, ticket/display counters, and entrances. Frequent cleaning and disinfecting will be conducted in high-touch areas, such as credit card readers, etc.

Appropriate and effective cleaning and disinfectant supplies have been purchased. They are available for use in accordance with product labels, safety data sheets, and manufacturer specifications and are being used with required personal protective equipment for the product.

The outdoor location of these concerts ensures healthy air circulation and ventilation.

COMMUNICATIONS AND TRAINING

This COVID-19 Preparedness Plan was communicated via email and phone call to all Lanesboro Arts staff on February 24th, 2021. It was shared with all Rhythms on the Root musicians and production staff on February 26th, 2021. Additional communication and training will be ongoing with procedures of cleaning and social distancing posted with checklists in the Gallery. Instructions will be communicated to customers and visitors to ensure social distancing between the customers and workers; required hygiene practices; and requiring all customers and visitors use face masks when not seated in designated seating pod location. Customers and visitors will also be advised not to enter the concert area if they are experiencing symptoms or have contracted COVID-19. The Lanesboro Arts Leadership Team members are to monitor how effective the program has been implemented by weekly staff meetings. The Leadership Team and staff are to work through this new program together and update the training as necessary. This COVID-19 Preparedness Plan has been certified by Lanesboro Arts' Board of Directors and will be posted at each entrance during each Rhythms on the Root concert. It will be updated as necessary.

Certified by:

Robbie Brokken and Kara Maloney
Lanesboro Arts, Co-Directors

As of February 24th, 2021