



# Marine Resources Council COVID-19 Response Plan June 10 2020



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## Overview

This working document has been developed to support the reopening of the Marine Resources Council Lagoon House while actively working to reduce the risk of transmission of COVID-19 among our employees, visitors, and volunteers. As the COVID-19 pandemic continues to evolve, this document is subject to change and will be updated as necessary.

## Communication

MRC aims to be transparent in all communications in regards to notifying staff, volunteers and visitors about the steps being taken to lower the risk of exposure and limit the spread of COVID-19. MRC will be posting information in and around the Lagoon House for guests, employees, and volunteers to reference. These communications will consist of:

- Emails to all volunteers prior to volunteer workshops or shifts detailing safe distancing, mask usage, and hand washing guidelines.
- Updates in the MRC Newsletter, the Marker, on guidelines for reopening the Lagoon House to the public.
- Informational signage posted on all entry doors to the Lagoon House encouraging guests to practice social distancing, mask usage, and proper hand washing techniques.
- Informational signage posted in all bathroom and kitchen areas, detailing proper hand washing technique.

## Sick Policy

Any employees or volunteers exhibiting COVID-19 symptoms (cough, fever, shortness of breath, etc.) are required to be tested for Corona Virus and receive their results prior to returning to work. Employees will be encouraged to work remotely if possible. For the safety of all, guests who are exhibiting symptoms will be prohibited from entering the Lagoon House or interacting with employees and volunteers.

Should any employees, guests, or volunteers become ill with COVID-19 symptoms while at the Lagoon House they will be directed to leave MRC and contact their health care provider. All work spaces that this person came in contact with, will be thoroughly cleaned and disinfected as per [CDC disinfection guidelines](#).

### **Employee or volunteer diagnosed with COVID-19**

If an employee or volunteer is confirmed to have COVID-19, and it is determined that other people may have been exposed to that person, the MRC will work cooperatively with the local Health Department ([Florida COVID 19 Response](#) 1-866-779-6121 or [COVID-19@flhealth.gov](mailto:COVID-19@flhealth.gov)) to ensure those potentially exposed to the sick individual receive the correct guidance. The sick staff, volunteer or visitor can return to the MRC after 14 days of being symptom free after providing a negative coronavirus test result.

## Prevention

In order to prevent the risk of transmission of infection among staff, volunteers and visitors, MRC will encourage the following precautions in line with the CDC Guidance of Prevention:

- Frequent hand washing
- Avoid close contact with others
- Cover your mouth and nose with a face cover or mask when around others
- Cover coughs and sneezes
- Disinfect surfaces and high touch areas (door handles, printer buttons, etc) regularly
- Monitor health of employees and volunteers
- Encourage self-quarantining after traveling to a COVID 19 hot spot (hot spots are determined by the CDC)

## Screening

During certain situations, MRC reserves the right to screen attendees or visitors prior to entering the Lagoon House. In the instance of summer camp, MRC will be taking the temperature of each child prior to being let into camp for the day. Any child with a temperature of 100.4 degrees or higher will be asked to return home and not return for until symptom free for 48 hours or a negative coronavirus test confirms the child is not infected.

## Hygiene

MRC promotes frequent and proper hand hygiene for staff, volunteers and guests per [CDC Handwashing and Hand Sanitizing Guidelines](#),

The use of informative hand washing posters that remind staff, volunteers and guests of proper hand washing etiquette will be posted in all bathrooms and kitchens.

Hand sanitizer stations will be established around the Lagoon House for use by staff, volunteers, and guests. These stations will use hand sanitizer with at least 60% alcohol content. These stations are not a replacement for frequent hand washing.

MRC encourages all employees, volunteers, and guests to utilize a face cover or mask when interacting with others.

## Cleaning and Disinfecting

MRC will use a combination of both cleaning and disinfecting to prevent the spread of germs. High trafficked areas, such as all staff work stations, volunteer work stations, door knobs, table and counter tops, phones, and education stations will be thoroughly disinfected at least once a day using an alcohol or bleach based cleaning product. These cleaning products, in addition to disposable gloves and paper towels, will be

made available to all staff and volunteers. All volunteers, once completing their shift, will be required to wipe down their work station.

## Facemasks

The CDC as well as the State of Florida recommends wearing facemasks in public places to reduce the spread of COVID-19. ([Use Cloth Face Coverings to Help Slow Spread](#)), especially indoors.

MRC will post language at the entrance to the Lagoon House encouraging visitors to wear masks, but not requiring it. Visitors will be able to choose to wear or not wear face masks, as their comfort level dictates.

Masks are strongly encouraged when staff and volunteers are interacting with the public. Volunteers and staff interacting with visitors must provide their own mask. Masks are not required in the office, since all workspaces are arranged to maintain 6 feet distance.

MRC will make it clear that using a face mask is not an adequate replacement for frequent hand washing and proper physical distancing.

## Reopening Plan

The MRC will be taking the following precautions in order to implement a safe and controlled reopening process:

Monday, August 3rd: MRC will reopen to guests and visitors.

MRC will:

- Implement this COVID-19 Response Plan.
- Deep clean the Lagoon House on July 31<sup>st</sup> and/or August 1<sup>st</sup> in preparation for opening
- Open indoor facilities to the public while increasing signage around the Lagoon House to encourage the use of face masks and the practice of safe social distancing.
- Limit seating in communal areas to encourage safe social distancing.
- Continue to engage and educate the community through virtual programming, including monthly Brown Bag Lunch Seminars, as well as educational programming geared for children.
- Accommodate volunteer groups by breaking them into smaller groups of 10 or less.
- Ensure an adequate supply of cleaning and safety products are always in stock – including hand sanitizer, cleaning spray and wipes, gloves, and face masks.

## **Summer Camp Reopening Plan**

MRC will host 3 weeks of half day summer camp, with adapted policies and procedures in response to COVID-19

Dates: July 6-10, July 13-17, July 27-31

To ensure camper and employee safety, MRC will:

- Limit the number of total camper to 16 children maximum. These children will be separated into two groups of 8 children to encourage physical distancing and limit interaction.
- Take the temperature of each camper using an ear thermometer every morning prior to entering the Lagoon House for camp.
  - Campers with a temperature of 100.4 degrees Fahrenheit will not be allowed to attend camp that day.
    - Campers must be fever and symptom free for 48 hours without the use of medication prior to returning to camp.
- Assign a workstation to each camper for their individual use for the duration of camp. These workstations will be placed 6 feet apart, and sanitized twice daily using the cleaning products detailed above.
- Establish a single direction car line so that parents can drop off and pick up their children without having to enter the Lagoon House or leave their vehicle.
- Encourage campers to wear face masks if requested by their parent or guardian.
- Educate campers on proper hand washing and social distancing at the beginning of each camp week.
- Require each parent or guardian to complete a COVID-19 waiver on the first day of camp.