

Breckenridge Senior Citizens

COVID-19 Preparedness Plan

Breckenridge Senior Citizens Center is committed to providing a safe and healthy workplace for all our Volunteers, Members and Guests. To ensure we have a safe and healthy workplace. Breckenridge Senior Center has developed the following COVID-19 Preparedness Plan in response to COVID-19 pandemic. Director and Board are responsible for implementing this plan. Our goal is to mitigate the potential for transmission of COVID-19 in our workplace and communities, and that requires full cooperation among our members and guests. Only through this cooperative effort can we establish and maintain the safety and health of all persons in our Senior Center.

The COVID-19 Preparedness Plan is administered by Harlan Arneson who maintains the overall authority and responsibility for the plan. However, Board Members, Members and Guest are equally responsible for supporting, implementing, complying with and providing recommendations to further improve all aspects of this COVID-19 Preparedness Plan. Breckenridge Senior Center, Manager and Board Members have our full support in enforcing the provisions of this plan.

Our Members and Guests are our most important assets. Breckenridge Senior Center is serious about safety and health and protecting our Members & Guest. Members & Guest involvement is essential in developing and implementing a successful COVID-19 Preparedness Plan. We will involve our Members and Guests in this process by: We will listen to suggestion and concerns and make correction to the plan if the suggestion helps us improve the safety and health of all persons in our Senior Center.

Breckenridge Senior Citizens Center COVID-19 Preparedness Plan follows the industry guidance developed by the state of Minnesota, available at the Stay Safe Minnesota website which is based upon Centers for Disease Control and Prevention (CDC) and Minnesota Department of Health (MDH) guidelines for COVID-19, Minnesota Occupational Safety and Health Administration (MNOSHA) statutes, rules and standards and Minnesota's relevant and current executive orders. It addresses:

- * ensuring sick Volunteers, Members and Guest stay home and prompt identification and isolation of sick persons;
- * social distancing -Volunteers, Members and Guest must be at least six-feet apart;
- * Volunteers, Members and Guests hygiene and source control, including face covering;
- * workplace building and ventilation protocol;
- * workplace cleaning and disinfection protocol;
- * communications and training practices and protocol

Ensure sick Volunteers, Members and Guests stay home and prompt identification and isolation of sick persons. 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.

- COVID-19 have a wide range of symptoms. Symptoms may appear 2-14 days after exposure to the virus. People with these symptoms may have COVID-19.

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| * Fever or chills | * Cough |
| * Shortness of breath or difficulty breathing | * Fatigue |
| * Muscle or body aches | * Headache |
| * New loss of taste or smell | * Sore throat |
| * Congestion or runny nose | * Nausea or vomiting |
| * Diarrhea | |

This list does not include all possible symptoms.

Volunteers at the Breckenridge Senior Citizens Center exposed to COVID-19 or have symptoms or have COVID-19 must follow the Minnesota rules and regulations. We do not want to expose our people of the virus. Volunteer will need to find a substitute or we will need to cancel the activity.

Members and Guests will be screened when they enter the building for symptoms of the virus, and we will check to see if they have been exposed to the COVID in the last two weeks and take their temperature. Any participant that fails the above test will be asked to leave the building.

Social distancing - Workers must be at least six-feet apart

Social distancing of at least six feet will be implemented and maintained between Volunteers and Activity participants in the Breckenridge Senior Center. Activities will be monitored for numbers of people in attendance, this will affect social distancing.

Worker hygiene and source controls

Basic infection prevention measures are being implemented at our workplace at all times. Volunteers, Members and Guest 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 mealtime and after using the restroom. All Volunteers, Members, and Guest to the workplace are required to sanitize their hands prior to or immediately upon entering the facility. Hand-sanitizer dispensers are at entrances and throughout the Center so they can be used for hand hygiene in place of soap and water, as long as hands are not visibly soiled.

Volunteers, Members and Guests 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, particularly their mouth, nose and eyes, with their hands. Volunteers, activity participants and visitors are expected to dispose of tissues in provided trash receptacles and wash or sanitize their hands immediately afterward.

Workplace building and ventilation protocol

Operation of the building in which the workplace is located, includes necessary sanitation, assessment and maintenance of building systems, including water, plumbing, electrical, and heating, ventilation and air conditioning systems. **I will check with the city of Breckenridge to make sure ventilation system is being properly used and maintained.**

Workplace cleaning and disinfection protocol

Regular practices of cleaning and disinfecting have been implemented, including a schedule for routine cleaning and disinfecting of work surfaces, equipment, tools and machinery, and areas in the work environment, including restrooms, and meeting room. **Frequent cleaning and disinfecting is being conducted of high-touch areas, including phones, bathroom sink, stall area, stool, door handles, automatic door openers, tables and chairs.**

What will be used to clean and disinfecting?

1/4 cup bleach to 1 gallon water) or Heavy Duty all purpose cleaner (stray can that Kills 99.9 of Bacteria)

Communication and training practices and protocol

The COVID-19 Preparedness Plan was communicated at Breckenridge Senior Center Board Meeting and was sent out with news letter. Training will be done at the reopening of each activity.

The Preparedness Plan that will be followed for Tai Ji Quan Class

1. Tai Ji Quan Class members will need to sanitize your hands when they enter the building.
2. Mask are required.
3. Tai Ji Quan Class members will be screened when they enter the building for symptoms of the virus, and we will check to see if you have been exposed to the COVID in the last two weeks and take your temperature. Any participant that fails the above test will be asked to leave the building.
4. You will have standing-setting locations 6 feet apart.
5. Will be required to wear mask or face shield.

Note - Hand sanitizer will be readily available.

The Preparedness Plan that will be followed for Foot Clinic

1. Foot Clinic Person and Guest will need to sanitize their hands when they enter the building.
2. Mask are required.
3. Foot Clinic Person and Guest will be screened when they enter the building for symptoms of the virus, and we will check to see if you have been exposed to the COVID in the last two weeks and take your temperature. Any participant that fails the above test will be asked to leave the building.

4. You will have standing-setting locations 6 feet apart.
5. Will be required to wear mask or face shield.

Note - Hand sanitizer will be readily available.

The Preparedness Plan that will be followed for Bingo

1. Bingo players will need to sanitize your hands when you enter the building.
2. Mask or face shield are required.
3. Bingo players will be screened when they enter the building for symptoms of the virus, and we will check to see if you have been exposed to the COVID in the last two weeks and take your temperature. Any participant that fails the above test will be asked to leave the building.
4. You will have setting locations 6 feet apart from other players.
5. Hand sanitizer will be readily available.
6. Bingo cards will be disinfected with Heavy Duty all purpose cleaner (stray can that Kills 99.9 of Bacteria) before each days bingo.
7. Tables have been placed 9 feet apart with marking on the tables to indicate seating locations that are 6 feet apart.
8. Bingo cards will be placed at each seating location and we will leave the bingo cards at your location when you leave.
9. Place the money for your cards on your table.
10. When getting or giving money use sanitizer.
11. Lunch will need to be purchased and individually wrapped.

Whist, Pinochle and Pot Luck will not be started at this time due to Minnesota restriction and regulations. We are not able to meet the touch and the distance (6 feet) requirements. We will continue working with Wilkin County Public Health. As people get vaccinated restrictions will change. We must follow the Minnesota Guidelines and Regulations.

Thanks for understanding, we want you back but we also want to keep you safe.

Meals on Wheels is open for noon meals at the center.

1. You will need to sanitize your hands when they enter the building.
2. Mask are required other then eating
3. If you have symptoms of the virus or have a temperature please stay home.
4. We please have you set 6 feet apart.
5. Tables will be sanitized after each meal

This plan will continually change

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