



Voyageurs Lutheran Ministry Retreat Guest Covid-19 Guidelines

In an effort to ensure a safe and welcoming site for both our staff and our guests, Voyageurs Lutheran Ministry (VLM) has created these.

We are providing you with information about the steps VLM is taking to mitigate the spread of COVID-19 to our guests and volunteers. You will be required to sign a waiver prior to or upon arrival acknowledging these guest policies and procedures. You will also need to:

1. Complete a symptom checklist and self-check of your temperature.
2. Fill out and sign a waiver prior to or upon arrival as this will assist in contact tracing
3. Maintain group size as originally indicated so as to not exceed site limits.

For the health and safety of all, please stay home if you have any COVID-19 related symptoms. Anyone that exhibits any COVID-19 symptoms will be asked to leave immediately.

As a guest of VLM, we need your help to maintain best practices and protocols:

- Maintain social distancing of at least 6 feet and practice regular hand washing/sanitizing.
- Wear a face covering or mask. Cloth face coverings are NOT a substitute for maintaining a physical distance of 6-feet from others. Face coverings will not be provided for guests or volunteers. Face-to-face interactions with guests and volunteers should be done outdoors whenever possible.
- Refrain from interacting or mixing with other onsite groups or cohorts, and remain in your assigned areas on site.
- Use hand sanitizer before entering any communal building, and only enter communal space when necessary. Signs posted at each entrance will notify guests and volunteers to use hand sanitizer before entering.
- Understand that outdoor equipment is not sanitized and you will need to take extra precautions to safeguard yourself. Cleaning supplies will be provided in centralized locations. Please sanitize equipment prior to and after use.
- Use contactless/digital payment whenever possible. A final bill will be prepared at the end of your stay. This can be paid with a check and left in your room or mailed to the VLM corporate office, or with a credit card over the phone.
- In the event that a face to face transaction needs to be made, our staff will wear a face covering and it is strongly encouraged for the guest to do the same. Proper hand hygiene should be practiced before and after the transaction. Proper social distancing of 6 feet should be maintained between employee and guest.
- Guests that are at "high risk" should consider postponing their stay. *

VLM will not provide long term quarantine space. If guests or volunteers become sick during their stay they will need to isolate themselves from others and leave immediately. A short-term waiting area is available if needed while a guest or volunteer arranges to return home.

Site Capacity

Site capacity is established from the recommendations by Minnesota Health Department and are subject to change based on updated recommendations.

Overnight guest capacity is based on ⅓ of site capacity. **(Hiawatha 50 people/ Vermilion 100 people.)**

Day use will be limited to 250 guests and scheduled at the discretion of the site Program Director.

VLM is limiting the number of groups that can be on site at any given time. **(Hiawatha 2 groups/Vermilion 3 groups).** This includes both day use and overnight guests

Additional Protocols

In the event of severe weather, staff will assist guests in moving to a storm shelter. In addition, the best effort will be made to social distance, practice good hand hygiene, and to prevent group mixing during sheltering.

Food service - for day use groups should not exceed 250 people

Food service for overnight guests will remain within guest group site capacity limits.

- Meals can be packaged in take-away, self-contained packages for outdoor dining. Outdoor diners need to remain socially distanced from other households.
- Indoor dining service will be available at 50% of capacity. Food will be served plated or family style as group cohorts allow.
- It is recommended that groups sit at tables with people within their own household or group cohort socially distanced from other groups.

Sauna use will be available only by special arrangements. Use will be limited to one onsite group at a time and based on the discretion of the Program Director. There will be an additional fee for Sauna use. Sauna is sanitized between groups. Sauna users should reference the Minnesota Department of Health (MDH)'s Employee and Guest Health Screening Checklist and their temperature before entering the sauna.

Cleaning Protocols

VLM cares about the health of our guests. We strive to provide a safe, clean, and friendly environment for you to gather. For your information, here are our standard cleaning practices for the buildings on our sites:

- **Kitchen/dining facilities** are cleaned, according to the MN Dept. of Health standards and those put forth in Serve Safe training, following each meal and as space is used for food preparation or meeting.
- **Common area/Public bathrooms** are cleaned daily when in use.
- **Sleeping rooms** are cleaned prior to and following a group's stay. In room bathrooms are cleaned prior to and following a group's stay. (And upon guest request during their stay.)
- **Summer cabins and outhouses** are cleaned prior to and following a group's stay. (And upon guest request during their stay.)
- **Group gathering spaces** are cleaned prior to and following a group's stay and as needed during use throughout a retreat/gathering.

Our cleaning products are certified as an effective multipurpose cleaner/disinfectant/sanitizer for the given application in which they are used and as recommended by the CDC and EPA for the Covid-19 virus. Effective dates posted on the cleaners are monitored so that they are valid at the time of use. Staff are appropriately trained on best cleaning practices for the equipment and products that they use. Hand sanitizers contain a minimum of 70% alcohol. VLM continues to monitor the latest cleaning and disinfecting protocols from the CDC and the MN Department of Health and will make adjustments as necessary.

*** Based on recommendations from the CDC, those at high-risk for severe illness from COVID-19 are:**

- People 65 years and older
- People who live in a nursing home or long-term care facility
- People of all ages with underlying medical conditions, particularly if not well controlled, including:
 - People with chronic lung disease or moderate to severe asthma
 - People who have serious heart conditions
 - People who are immunocompromised- Many conditions can cause a person to be immunocompromised, including cancer treatment, smoking, bone marrow or organ transplantation, immune deficiencies, poorly controlled HIV or AIDS, and prolonged use of corticosteroids and other immune weakening medications.
 - People with severe obesity (body mass index [BMI] of 40 or higher)
 - People with diabetes
 - People with chronic kidney disease undergoing dialysis
 - People with liver disease.