

# Phases and Benchmarks

**RED LIGHT:** Return to previous phase    **GREEN LIGHT:** Ready for the next phase

## Stay at Home

**GREEN LIGHT:** Stay at Home order ends

Stay at Home State of Minnesota Order

- Building Closed
- Digital/Online Worship
- Virtual Fellowship
- Virtual Faith Formation
- Staff work from home (except custodian)
- All in-person activities suspended (moved to virtual format if possible)

## PHASE ONE

**RED LIGHT:** State Mandate

**GREEN LIGHT:** 14 consecutive days of no new cases in OTC and/or by unanimous decision of the Church Council

- Less than 10 people in the building
- Life celebrations (funerals, weddings, baptisms) are limited to 10 or less outside of building
- Staff continue to work at home (except custodian)
- Building Closed (access allowed on a case by case basis)
- Digital/Online Worship
- Virtual Fellowship
- Virtual Faith Formation
- Parking lot worship (everyone in vehicles) if possible
- All in-person activities remain suspended (moved to virtual format if possible)
- No group gatherings on property
- Cleaning and property maintenance done as necessary
- Visitation at end of life/emergency only (if allowed by Long Term Care/hospital policy)

## PHASE TWO

**GREEN LIGHT:**

14 consecutive days of no new cases in OTC and/or by unanimous decision of the Church Council

**RED LIGHT:**

State Mandate to reduce in person gatherings and/or by unanimous decision of the Church Council

- Less than 10 people in the building
- Entrance and exits to church building will be designated one way to minimize gathering
- Signs are put up in building regarding mask wearing, physical distancing, covering your cough, hand washing and symptoms of COVID-19
- High risk individuals as defined by the CDC are recommended to participate virtually
- Individuals who (or if members of their household) have tested positive in the last 10 days, experiencing symptoms or have been exposed to COVID-19 in the last 14 days are asked to participate virtually
- Remove kids' worship bags and all printed materials from sanctuary
- Weddings and baptism limited to 10 or less
- Staff continue to work at home primarily (except custodian)
- Building Closed (access allowed on a case by case basis)
- Digital/Online Worship
- Virtual Fellowship
- Virtual Faith Formation
- WAFL, Confirmation based on recommendations for public schools
- Outdoor worship in parking lot (modified communion, non physical contact greetings, no passing of offering plate, one time use bulletins, no congregational singing/limited congregational responses outside of vehicles)
- All in-person activities/meetings include wearing masks and physical distancing
- All in-person activities/small group meetings by appointment in fellowship hall only
- Small group activities/meetings outside or virtually if over 10 people
- Cleaning and property maintenance done as necessary
- All contact surfaces used by individuals will be cleaned and disinfected (shared workspaces cleaned between workers)
- Physically Distant pastoral/communion visits as needed and/or requested
- Hospital and Nursing Home Visits by facility policy

## PHASE THREE

**GREEN LIGHT:** Additional 14 consecutive days of no new cases in OTC and/or by unanimous decision of the Church Council

**RED LIGHT:** 5 consecutive days of more than one new cases in OTC or a single day of more than 10 cases in OTC and/or by unanimous decision of the church council

- 75 or fewer people in the building
- Sunday Worship in-person in sanctuary (75 or less) with modified communion, non physical contact greetings, no passing of offering plate, one time use bulletins, no congregational singing, limited congregational responses, mask wearing and physical distancing of 6' to 8' between households
- Staff return to building for day to day work as comfortable wearing masks and physical distancing when in building (unless alone or in office with door closed) with careful attention to cleaning
- Building closed to public (access allowed on a case by case basis and by appointment)
- Continue Digital/Online worship
- Start second service if needed, clean between services
- No fellowship time
- All in-person meetings (less than 15) by appointment in designated spaces
- Continue all other measures in place
- Confirmation based on recommendations for public schools
- WAFL based on recommendations for public schools
- Cleaning schedule based on need and use of building
- Weddings and Baptisms based on current guidelines and approved Church Council

## PHASE FOUR

**GREEN LIGHT:** TBD based on guidance from MDH, CDC and NWMN Synod, ELCA

**RED LIGHT:** 5 consecutive days of more than one new cases in OTC or a single day of more than 10 cases in OTC and/or by unanimous decision of the church council

- 100 or fewer people in the building
- Sunday Worship in-person in sanctuary (100 or fewer) with modified communion, non physical contact greetings, no passing of offering plate, one time use bulletins, no congregational singing, limited congregational responses, mask wearing and physical distancing of 6' to 8' between households
- Staff return to building for day to day work wearing masks and physical distancing when in building (unless alone or in office with door closed) and careful attention to cleaning
- All in-person meetings (less than 25) by appointment in designated spaces
- Continue all other measures in place
- Confirmation based on recommendations for public schools
- WAFL based on recommendations for public schools
- Cleaning schedule based on need and use of building
- Weddings and Baptisms based on current guidelines and approved Church Council

## PHASE FIVE

No restrictions on gatherings and worship

New case data from State of MN: <https://www.health.state.mn.us/diseases/coronavirus/situation.html> and Otter Tail County <https://ottertailcountymn.us/content-page/covid-19-health-information/>