

**St. Patrick's Parish**  
**COVID-19 Parish Transition to Liturgy**  
**Task Force Meeting**  
**Thursday, June 25, 2020**  
**6:00 p.m.**

**Present:**

Fr. John Evans, Mary Mell, Mary Joyce, Debi Shuda, Bill Fitzpatrick, Jean Meyer

Purpose of Task Force meeting is to clarify and confirm Mass attendance protocol.

1. General Principles:

- Our first consideration continues to be for the spiritual and physical health of the parishioners, especially the most vulnerable. We will continue to rely on our Diocese, medical professionals and governmental standards to inform these directives.
- The Dispensation from the obligation to attend Sunday Mass and Holy Days of Obligation remains in effect until further notice.

Protocol for signing up to attend a Mass

- Due to the limited number of people allowed in the building during Phase II, the task force agreed that having parishioners call in each week is the best method at this point. This method will be evaluated as we move into Phase III and beyond.
- Parishioners from other Churches are encouraged to attend their own parish.
  - A special notice will be handed out to any person who is not a parishioner of St. Patrick's informing them of the reason we cannot have them attend Mass and of the need to keep the parish safe from the virus and asking for their understanding at this time. A prayer will be on the back side.
- Reservations will be required. Parishioners will call the church office to leave a message on their request to attend Mass on either Sunday or Thursday. Debi S. will confirm, within 48 hours of call, with parishioners on the day they are assigned to attend Mass. If there is an overflow in numbers to attend, the parishioner will be moved to the next week and will be notified.
- Parishioners will be reminded that if Sunday Mass is full they have the opportunity to attend the next Sunday, on Thursday or via Facebook Live stream.
- Exceptions: The team understands that exceptions may need to be made for attending and reserving a Mass and have determined that the following exceptions would be allowable:
  - For parishioners who forget to call ahead to reserve attendance at a Mass -- if they arrive at church, ushers will make every effort to assign them a seat and record their presence.
  - For parishioners who are considered "seasonal", they will be allowed to reserve a seat for attendance. "Seasonal" means those that live in Brownsville area during summer months, or visit on a regular basis during the year.
  - For special occasions, such as, Baptisms, First Communion, and Anniversary – the celebrant and their immediate family can reserve seats.
- For reservation and seating: "Household" means persons who live in the same household or parishioners who care for another family member or parishioner and regularly interact with them on a daily or regular basis. Seating assignments will consider this as a household.
- Families attending with young children will be assigned seating in Section A.
- Debi S. will leave attendance roster on the Hall Kitchen counter for Ushers to pick up and check off attendance.
- All parishioners must wear a face mask/covering at all times while in the Church. Parishioners are responsible for bringing their own face mask/covering and hand sanitizer

## Mass Protocol

- Ushers will greet parishioners and take them to their assigned seating area in the Church
- Hall will be used as a staging area so that ushers have time to get all parishioners to their assigned area. At this time, seating in the Hall is not recommended. There may be occasional times when used by Parishioners during Mass, with appropriate social distancing protocol.
- **Dismissal** will be provided by Ushers on a pew by pew basis. Parishioners are asked to remain seated until an Usher signals their time
- **Bulletin** will be placed on the counter in the Hall Kitchen for parishioners to pick up while exiting the Hall
- **Exit** – Parishioners will leave from the Hall Kitchen door only. Arrows will be on the floor

## Communication

- Jean will place all information in the Bulletin, on the webpage and on the face book page.
- Jean will develop the small info sheet for ushers to provide to any person who arrives and is not a St. Patrick's parishioner. The info sheet will inform the person(s) of the decision to only allow parishioners to attend Mass.

Prepared and Recorded by Jean Meyer

Signed

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Fr. John L. Evans, II