

COVID-19 Preparedness Plan for Duluth Rowing Club

Duluth Rowing Club is committed to providing a safe and healthy facility for all our members. To ensure we have a safe and healthy rowing center, we have developed the following COVID-19 Preparedness Plan in response to the COVID-19 pandemic. The DRC Board of Directors is responsible for implementing this plan. Our goal is to mitigate the potential for transmission of COVID-19 at our rowing center and in our communities, and that requires full cooperation among our members. Only through this cooperative effort can we establish and maintain the safety and health of our members and facilities.

The DRC Board of Directors is responsible for implementing and complying with all aspects of this COVID-19 Preparedness Plan.

Our members are our most important assets. We are serious about their safety and health. Member involvement is essential in developing and implementing a successful COVID-19 Preparedness Plan. We have involved our members in this process by establishing an ad hoc committee of the DRC Board of Directors to vision and contemplate concerns and responses arising out of the COVID-19 pandemic. Our COVID-19 Preparedness Plan follows Centers for Disease Control and Prevention (CDC) and Minnesota Department of Health (MDH) guidelines, federal OSHA standards related to COVID-19, Minnesota Governor's ExecutiveOrder(s), and the guidance of US Rowing, and addresses:

- hygiene and respiratory etiquette;
- engineering and administrative controls for social distancing;
- cleaning, disinfecting, decontamination and ventilation;
- prompt identification and isolation of sick persons;
- communications and training that will be provided to members; and
- management and supervision necessary to ensure effective implementation of the plan.

Screening and policies for members exhibiting signs and symptoms of COVID-19

Members have been informed of and encouraged to self-monitor for signs and symptoms of COVID-19 and have agreed to so self-monitor. The following policies and procedures are being implemented to assess members' health status prior to entering the rowing center and for members to report when they are sick or experiencing symptoms. CDC screening criteria will be disseminated and posted in DRC COVID-19 Policy and Procedure 19.3 (Individual Health and Safety, then current revision) and members will be directed to contact the DRC through common entry points if they display symptoms. A member who presents a symptom or is advised of a positive test result, or is in close contact with someone who presents a symptom or is advised of a positive test result will be excluded from the Duluth Rowing Center until they (or the member of their household) have been asymptomatic for 14 days or have been advised by a health care professional that it is safe for them to resume club activities.

Duluth Rowing Club does not have employees. Consequently, sick leave or Family and Medical Leave Act (FMLA) policy modifications are not necessary to promote workers staying at home when they are sick, when household

members are sick, or when required by a health care provider to isolate or quarantine themselves or a member of their household.

Duluth Rowing Club has also implemented a policy for informing members if they have been exposed to a person with COVID-19 at the rowing center and requiring them to quarantine for the required amount of time. A member who has been exposed to a person with COVID-19 will be interviewed by an unrelated and disinterested DRC member about what contacts they have had in the 14 days since the exposure and contact other DRC members identified. The exposed member will also be advised to contact any contact tracing program in use in the Duluth/Superior metropolitan area for broader contact tracing.

In addition, a policy has been implemented to protect the privacy of the health status and health information of members. In the course of contacting people identified in contact tracing, the name, age, or gender of the exposed member will not be disclosed.

Handwashing

Basic infection prevention measures are being implemented at our rowing center at all times. Members 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 mealtimes and after using the toilet. Hand-sanitizer dispensers (that use sanitizers of greater than 60% alcohol) are at entrances and locations in the workplace so they can be used for hand hygiene in place of soap and water, as long as hands are not visibly soiled.

Pursuant to recommendations by US Rowing, initially, locker room facilities, including showers and restrooms, will be closed. During the period in which the locker room facilities are closed, a portable toilet will be available for the use of members. Hand sanitizer will be available in the portable toilet and at various locations in DRC Buildings. Hand sanitizer provided will be of such grade as recommended for use in preventing the spread of COVID-19.

Respiratory etiquette: Cover your cough or sneeze

Members 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, in particular their mouth, nose and eyes, with their hands. They should dispose of tissues in provided trash receptacles and wash or sanitize their hands immediately afterward. Respiratory etiquette will be demonstrated on posters and supported by making tissues and trash receptacles available to all members.

Social distancing

Social distancing of six feet (6') will be implemented and maintained between members in the rowing center through the following engineering and administrative controls: Social Distancing, when required by applicable authorities or best practices, will be employed in all elements of the Duluth Rowing Center operations. Boat launch times will be coordinated by online registration on a schedule sufficient to assure adequate social

distancing. Members will be instructed to arrive to the rowing center just prior to their registered boat launch time, retrieve their equipment from the DRC Buildings, proceed to the dock, and launch as quickly as safely and reasonably possible, while maintaining safe social distance and wearing a respiratory mask in case safe social distance is breached. A rotating launch and recovery protocol will be used and instructed so that members do not pass each other on the docks. Ten foot (10') wide dock sections will be employed so that members launching and members docking may pass each other while maintain safe social distancing. Members will be instructed to dock their boat, return their equipment to the DRC Buildings, and depart the rowing center as quickly as safely and reasonably possible. Assistance in launching or docking boats will be limited to that assistance that can be provided while maintain safe social distance. Members shall wear respiratory masks from the time they arrive at the rowing center until the time that they are safely away from the dock and from the time they approach the dock to the time they depart the rowing center in case adequate social distance is breached. Communal spaces inside of DRC Buildings, including, but not limited to, the locker room facilities, will be closed to use until such time as it is recommended that they be re-opened. To the extent possible, separately marked entrances and exits to DRC Buildings will be used.

Cleaning, disinfection, and ventilation

Regular housekeeping practices are being implemented, including routine cleaning and disinfecting of work surfaces, equipment, tools and machinery, delivery vehicles and areas in the rowing center environment. Frequent cleaning and disinfecting will be conducted in high-touch areas, such as phones, keyboards, touch screens, controls, door handles, railings, copy machines, etc. Members will be instructed and expected to disinfect common equipment such as slings, winches, boat racks, and boat trolleys both before and after use and to disinfect club owned oars and boats before and after use using a substance or combination of substances deemed adequate by the CDC and EPA for use in disinfecting for the spread of COVID-19 and used in the manner described for adequate contact time. Portable toilet facilities will be sprayed with a disinfectant during the opening and closing of the DRC Buildings for each session and disinfectant spray shall be available for members to use during the session as they deem appropriate. A daily designated volunteer will disinfect doors, common pieces of equipment, and common surfaces during the opening and closing of the DRC Buildings for each session and intermittently as circumstances require during each such session. Entrance and exit doors shall remain open during each session so as to exchange fresh air inside of DRC Buildings, but fans shall not be employed.

Appropriate and effective cleaning and disinfectant supplies have been purchased and are available for use in accordance with product labels, safety data sheets and manufacturer specifications and are being used with required personal protective equipment for the product. Initially, and based on the guidance of both the CDC and Concept2 Rowing, a mixture of at least one-third cup (1/3 C) bleach to one-gallon (1 Gal) water shall be used for disinfecting equipment and surfaces. The maximum amount of fresh air is being brought into the workplace, air recirculation is being limited and ventilation systems are being properly used and maintained. Steps are also being taken to minimize air flow blowing across people.

Communications and training

This COVID-19 Preparedness Plan will be communicated posting in multiple locations in DRC Buildings, on the DRC website, in the DRC newsletter, and, to the extent possible, by direct communications to all members prior

to June 1, 2020 and necessary training will be provided by daily designated members in a voluntary capacity attending the rowing center for this purpose. The COVID-19 Preparedness Plan refers to and incorporates additional policies and procedures, each of which shall be posted in multiple locations and on the DRC website prior to June 1, 2020. Additional communication and training will be ongoing by the same methods and provided to all members who did not receive the initial training. This COVID-19 Preparedness Plan has been certified by the Duluth Rowing Club Board of Directors and was posted throughout the rowing center prior to June 1, 2020. It will be updated as necessary.

Dated: 22 May 2020 | 2:52 PM CDT

Certified by:

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Eric Dott

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Mr. Eric Dott

President and Chair, Duluth Rowing Club Board
of Directors