

# COVID-19 Preparedness Plan for Edina Basketball Association

*[January 20, 2021 edition]*

The Edina Basketball Association (EBA) is committed to providing safe and healthy spaces for all our coaches, volunteers, staff members, and participants. To ensure we have safe and healthy spaces, we have developed the following COVID-19 Preparedness Plan in response to the COVID-19 pandemic. EBA coaches, volunteers, and staff members are all responsible for implementing this plan. Our goal is to mitigate the potential for transmission of COVID-19 in our EBA spaces and community, and that requires full cooperation among our coaches, volunteers, staff members, and participants. Only through this cooperative effort can we establish and maintain the safety and health of all persons in our community.

EBA coaches, volunteers, and staff members are responsible for implementing and complying with all aspects of this COVID-19 Preparedness Plan. EBA coaches, volunteers, and staff members have our full support in enforcing the provisions of this policy. We encourage our coaches, volunteers, and participants to ask questions, raise safety and health concerns and offer suggestions related to the plan and its implementation.

Our coaches, volunteers, staff members, and participants are our most important assets. We are serious about safety and health at EBA. Our COVID-19 Preparedness Plan follows State of Minnesota Industry Guidance for our business, including the Minnesota Department of Health (MDH) COVID-19 Sports Practice Guidance for Youth and Adults, Centers for Disease Control and Prevention (CDC) Guidelines, federal Occupational Safety and Health Administration (OSHA) standards related to safety and health precautions required in response to COVID-19, and applicable executive orders. The plan addresses the following:

1. Policies and procedures that assist in the identification of sick individuals and ensure sick individuals stay home;
2. Implementation of engineering and administrative controls for social distancing;
3. Individual hygiene and source controls;
4. Building and ventilation protocols;
5. Cleaning and disinfecting protocols;
6. Drop-off, pick-up and delivery practices and protocols;
7. Communications, training and supervision practices and protocols;
8. What customers and clients can do to minimize transmission; and
9. Additional protections and protocols for receiving and exchanging payment.

## **1. Policies and procedures that assist in the identification of sick individuals and ensure sick individuals stay home**

EBA coaches, volunteers, and staff members have been informed of and encouraged to self-monitor for signs and symptoms of COVID-19. Individuals with COVID-19 symptoms must not attend EBA activities. Parents are expected to check their players for COVID-19 symptoms before all EBA activities. The following policies and procedures are being implemented to assess individuals' health status prior to entering an EBA activity space:

All coaches and participants must be screened for signs/symptoms of COVID-19 prior to any EBA activity. Screening includes a temperature check.

- Responses to screening questions for each person must be recorded and stored so that there is a record of everyone present in case a person develops COVID-19. The Monitoring Form must be completed for each EBA activity and must be made available to the EBA Administrator or the EBA President upon request. Coaches are responsible for having the Monitoring Forms done. The completed Monitoring Forms must not be disclosed to anyone except the EBA Administrator or the EBA President, or the Minnesota Department of Health, if necessary.
- People infected with COVID-19 have reported a wide range of symptoms, from mild to severe illness. Symptoms may appear 2–14 days after exposure to the virus. People with the following symptoms may have COVID-19:
  - Fever
  - Cough
  - Sore throat
  - Shortness of breath or difficulty breathing
  - New loss of taste or smell

This list does not include all possible symptoms. Other symptoms may include chills, fatigue, muscle pain, gastrointestinal symptoms, such as nausea, vomiting, or diarrhea.

- Anyone who is experiencing these COVID-19 symptoms or who has tested positive for COVID-19 may not participate in EBA activities. A person who experienced COVID-19 symptoms may return to EBA activities after three days with no fever and 10 days have passed since the symptoms appeared. A person who tested positive for COVID-19 may return to EBA activities after 10 days have passed since the positive test if the person is experiencing no fever and no symptoms.
- Any person with positive COVID-19 symptoms reported may not take part in the EBA activity and should contact his or her primary care provider or other appropriate health-care professional.
- Individuals who have a fever of 100.4<sup>o</sup> (38.0<sup>o</sup>C) or above or other signs of illness must not be admitted to the EBA facility.
- EBA encourages parents of participants to be on the alert for signs of illness in their children and to keep them home when they show signs of illness.
- EBA encourages the use of the CDC Symptom Checker for advice on when to seek medical attention or testing if individuals feel they may have COVID-19

EBA has implemented a policy for informing EBA coaches, volunteers, staff members, and participants if they have potentially been exposed to a person with COVID-19 at an EBA activity space and requiring them to quarantine for the necessary amount of time.

If an EBA coach, volunteer, staff member, or participant is confirmed to have COVID-19 and recently participated in an EBA activity, that diagnosed person (or his or her parent, guardian, spouse, or other designee) must inform the EBA COVID-19 Compliance Manager ([giovanna1963@yahoo.com](mailto:giovanna1963@yahoo.com)). Upon receipt of information about a person who is confirmed to have COVID-19 and who recently participated in an EBA activity, EBA will then attempt to determine who, if anyone, may have potentially been exposed to COVID-19 at an EBA activity. EBA will communicate to EBA coaches, volunteers, staff members, and participants if they have potentially been

exposed to COVID-19 at an EBA activity—while maintaining the diagnosed person’s confidentiality. Also, if a case of COVID-19 is reported to the EBA, the EBA must report the case to the Minnesota Department of Health at [health.sports.covid19@state.mn.us](mailto:health.sports.covid19@state.mn.us).

When EBA is notified of a confirmed case of COVID-19 involving someone in the program, the EBA must gather the following information to share with the Minnesota Department of Health:

- Person’s (or proxy’s) name and phone number, so that MDH can conduct the case investigation in a timely manner.
- Date the person first developed symptoms.
- If they did not have symptoms, what date were they tested and why were they tested?
- Date(s) the person last attended an EBA activity.

MDH recommends a 14-day quarantine for people who have been exposed to COVID-19. All EBA coaches, volunteers, staff members, and participants who receive a communication from the EBA (or anyone else) that they have potentially been exposed to COVID-19 at an EBA activity (or elsewhere) must not participate in EBA activities until 14 days have passed after their exposure and they experience no COVID-19 symptoms. If a person receives a communication from any source that requires them to quarantine for a period of time, they may not participate in EBA activities during that quarantine period. A 14-day quarantine means the person can resume activities on day 15. (To determine when the quarantine period will end, identify the last date of exposure to someone with COVID-19. This is considered day zero. The next day is the first full day of quarantine, or day one.)

When you live with someone who has COVID-19, you must quarantine during the time they might be contagious (their isolation period), as well as the time you could develop COVID-19. This may mean you need to quarantine for 24 days or more. Your 14-day quarantine period starts the day after the person you live with completes their isolation period. If multiple people in your home have COVID-19, your 14-day quarantine period starts after the last COVID-19 positive person has completed their isolation. Their isolation period is usually:

- 10 days from the day their symptoms started.
- If they didn't have symptoms, 10 days from the day they were tested.

When EBA is notified of a quarantine involving someone in the program, the EBA may need to gather the following information:

- If the person developed symptoms.
- Date(s) the person last attended an EBA activity.
- Date(s) they last had contact with COVID-19 positive person if told to quarantine.
- Date(s) the person living with is out of isolation.

For third grade and older EBA participants, the quarantine may be shortened to seven days if the person receives a PCR-negative test (not an antigen test or antibody/blood test) if the test occurred on day five after exposure or later, no one in the person’s home has COVID-19, the person has not had a positive test for COVID-19, and the person has not had any symptoms of COVID-19 during the quarantine period. A seven-day quarantine means the person can resume certain activities on day eight. After stopping quarantine, the person must wear a face covering, stay at least six feet away from others, and avoid crowds or settings with people who

are at risk of severe illness from COVID-19. The person shortening the quarantine to seven days must watch for symptoms until 14 days after exposure and, if any symptoms occur, isolate from others right away and get tested. Due to the requirement to stay at least six feet away from others while shortening the quarantine to seven days, EBA participants may not play games or scrimmages during the shortened quarantine timeframe. After the full 14-day quarantine time passes, the participant may resume all EBA activities if they experience no COVID-19 symptoms.

A person does not need to quarantine if the person has recovered from COVID-19 in the past 90 days and are exposed again, and the person's COVID-19 illness was laboratory confirmed in the past 90 days and the person has fully recovered. Persons who have recovered from COVID-19 should check in with the EBA's COVID-19 Compliance Manager ([giovanna1963@yahoo.com](mailto:giovanna1963@yahoo.com)) to discuss the 90-day timeline.

In addition, EBA has implemented a policy to protect the privacy of a diagnosed person's health status and health information. EBA shall not disclose the name of the person who is confirmed to have COVID-19 if EBA needs to inform EBA coaches, volunteers, staff members, and participants if they have potentially been exposed to a person with COVID-19 at an EBA activity space. EBA will simply communicate to EBA coaches, volunteers, staff members, and participants that they have potentially been exposed to COVID-19 at an EBA activity—without identifying the diagnosed person's name. EBA will keep private the identity of a person who has been officially diagnosed with COVID-19, unless disclosure to the Minnesota Department of Health is required.

## **2. Social distancing – maintaining six feet of physical distancing**

COVID-19 is spread through respiratory droplets. Control measures should be employed to minimize exposure from transmission through basic activities, such as coughing, sneezing, and even talking. Assume everyone you come into contact with may be infected and contagious. Treat all encounters as a potential risk. Practice personal protective measures, such as social distancing when in public and washing your hands frequently. It may be possible that a person can get COVID-19 by touching a surface or object that has COVID-19 on it and then touching their own mouth, nose, or possibly their eyes.

Decreasing potential exposure to respiratory droplets is the guiding principle behind social distancing and the use of face coverings.

Social distancing of six feet will be implemented and maintained through the following protocols:

- EBA volunteers and staff members who may perform their work from a remote location, as opposed to having to leave their home and report to an office, should do so. They should not be required to leave their home to do EBA work unless the nature of their job necessitates it. They should avoid having groups share a work space.
- EBA coaches, volunteers, and staff members must maintain a distance of at least six feet. Social distancing guidance requires a 3-foot radius around each person, resulting in a 6-foot total distance between any two individuals.
- Whenever possible, everyone should enter and exit through designated areas that are different from each other.
- Participants in games are not required to maintain social distancing. Basketball inherently requires frequent closeness between players that makes it more difficult to maintain social distancing.

- Outside of game play, participants must avoid any other physical contact with teammates, opposing players, coaches, and any other individuals.
- Do not shake hands, high-five, fist-bump, or otherwise touch another person.
- Find new ways to show sportsmanship; for example, give a wave.
- Game ball should be sanitized before, during, and at the completion of the game or scrimmage.
- Each team must sanitize the bench area before and after each game.
- Huddles during pre-game, halftime, and timeouts should be property distanced.

CDC guidance provides that the risk of COVID-19 spread increases in youth sports settings as follows:

**Lowest Risk:** Performing skill-building drills or conditioning at home, alone or with family members.

**Increasing Risk:** Team-based practice.

**More Risk:** Within-team competition.

**Even More Risk:** Full competition between teams from the same local geographic area.

**Highest Risk:** Full competition between teams from different geographic areas.

The State of Minnesota, while recognizing these risks, is allowing youth sports games.

For organized sports of all ages, pod sizes for non-game settings are required to not exceed 25 people per pod, both inside and outside.

- Intermixing between the 25-person pods should still be kept to a minimum.
- Having pods reduces the number of people potentially exposed if you have a case of COVID-19 and also makes it easier to quickly identify close contacts.
- Coaches should limit the time players spend close to others by playing full contact only in game-time situations.
- Coaches should focus on individual skill building versus competition during practices.
- During times when participants are not actively participating in practice or competition, they should maintain social distancing by increasing space between themselves on the sideline or bench.

Parents who are not EBA coaches, volunteers, or staff members should not attend EBA hosted activities. CDC guidance provides that youth sports programs should limit any nonessential visitors, spectators, and volunteers. MDH directs that spectators are not allowed. Thus, spectators are not allowed at EBA hosted activities at this time. If an extraordinary need arises for a parent to attend an EBA hosted activity, permission must be obtained in advance from the EBA President, in consultation with the relevant program director, and the parent must follow the social distancing requirements and the parent must wear a face covering in the EBA activity space. For players in grades K – 2nd, one parent or guardian per participant may be allowed in the facility if needed to assist the participant to get ready; that parent or guardian may remain during practice if necessary, provided that they wear a face covering and comply with social distancing requirements.

Participating in games that require travel out of state is strongly discouraged to reduce risk of exposure. Traveling outside of the local community may increase the chances of exposing players, coaches, and parents to COVID-19, or unknowingly spreading it to others. Before teams make decisions on traveling to other regions or states for games, they should review activity levels of COVID-19 in those areas to inform their decision.

### 3. Individual hygiene and source controls

COVID-19 is spread through respiratory droplets. Control measures should be employed to minimize exposure from transmission through basic activities, such as coughing, sneezing, and even talking. Assume everyone you come into contact with may be infected and contagious. Treat all encounters as a potential risk. Practice personal protective measures, such as social distancing when in public and washing your hands frequently. It may be possible that a person can get COVID-19 by touching a surface or object that has COVID-19 on it and then touching their own mouth, nose, or possibly their eyes.

Decreasing potential exposure to respiratory droplets is the guiding principle behind social distancing and the use of face coverings.

All persons must wear face coverings at all times during all EBA activities. This is consistent with MDH requirements: "Face coverings must be worn by all persons at all times, including practices and games." Players and coaches should not remove their face coverings while on the court. Face coverings are required for the entire duration that you are inside the facility hosting an EBA activity. People are not permitted to remove their face coverings during activities that involve a high level of exertion.

A "face covering" means a cloth or other covering that fully covers a person's nose and mouth, secured to the head with ties or straps or simply wrapped around the lower face. CDC recommends using two layers of fabric when making a cloth face covering. Any masks that incorporate a valve that is designed to facilitate easy exhaling, mesh masks, or masks with openings, holes, visible gaps in the design or material, or vents are not sufficient face coverings because they allow droplets to be released from the mask.

The following people are exempt from the face-covering requirement during practices or games: People who have medical or other health conditions, disabilities, or mental health, developmental, or behavioral needs that make it difficult to tolerate wearing a face covering. Individuals seeking an exemption must obtain a written, medical exemption from a licensed medical professional who is authorized by the State to provide medical treatment and is practicing within the person's medical training and scope of practice. The written, medical exemption must be provided to the EBA's COVID-19 Compliance Manager ([giovanna1963@yahoo.com](mailto:giovanna1963@yahoo.com)), who will forward it to the individual's head coach. The head coach must have the exemption documentation with them at all times, and must be prepared to present the exemption documentation to game officials, opposing coach, and tournament staff upon request. It is recommended that, prior to any competition, notification of any exemption be made to the hosting organization in order to verify their facility requirements.

Participants must bring their own face covering and hand sanitizer to all EBA activities.

EBA coaches, volunteers, staff members, and participants should wash hands or use hand sanitizer if they come into contact with or use shared amenities. They should wash hands often with soap and water for at least 20 seconds, especially after having been in a public place or after blowing their nose, coughing, or sneezing. If soap and water are not available, use a hand sanitizer that contains at least 60% alcohol.

Locations used for EBA activities must have hand sanitizer (at least 60% alcohol) readily available for use by EBA coaches, volunteers, staff members, and participants.

EBA coaches, volunteers, staff members, and participants must understand the importance of avoiding touching their faces throughout the day, and washing their hands before they do.

EBA coaches, volunteers, staff members, and participants should exercise caution when using drinking fountains. EBA encourages everyone to use their own refillable water bottles to avoid direct contact with water fountain equipment. Refillable water bottles should not be shared.

## **4. Building and ventilation protocols**

EBA does not own, control, or manage its own building facilities. Reopening EBA activity spaces will include necessary sanitation, assessment and maintenance of building systems including water, plumbing, electrical and HVAC systems. EBA is coordinating with the owners and operators of the facilities that EBA uses for its activity spaces to ensure that such protocols are met.

## **5. Cleaning and disinfection protocols**

EBA does not own, control, or manage its own building facilities. Regular housekeeping practices are being implemented, including routine sanitizing of the EBA activity spaces and frequent sanitizing of high-touch areas. EBA is coordinating with the owners and operators of the facilities that EBA uses for its activity spaces to ensure that such protocols are met.

## **6. Drop-off, pick-up and delivery practices and protocols**

Parents who are not EBA coaches, volunteers, or staff members should not attend EBA activities. Parents of EBA participants should drop-off their participant at the door of the building hosting the EBA activity and wait until after the participant passes the screening process described in section 1 above. Participants should arrive no earlier than 10 minutes before the EBA activity is scheduled to start. Parents of EBA participants should pick-up their participant at the door of the building hosting the EBA activity. Parents should not enter the building hosting the EBA activity. Parents and participants should limit the use of carpools. When riding in an automobile to an EBA event, participants should ride to the event with persons living in their same household.

## **7. Communications, training and supervision practices and protocols**

This COVID-19 Preparedness Plan was communicated to all EBA coaches, volunteers, and staff members and any necessary training was provided. EBA coaches, volunteers, and staff members are to monitor how effective the program has been implemented by communicating with the EBA President or the EBA COVID-19 Response Committee. EBA coaches, volunteers, and staff members are to work through this new program together and update it as necessary. This COVID-19 Preparedness Plan has been certified by EBA Board of Directors and posted on the EBA website. It will be updated as necessary.

## **8. What customers and clients can do to minimize transmission of COVID-19**

EBA customers and clients can minimize transmission of COVID-19 by adhering to the plan requirements set forth in this document and complying with the State of Minnesota’s applicable executive orders.

## **9. Additional protections and protocols for receiving and exchanging payment**

EBA encourages everyone to pay for applicable EBA fees online through the EBA website.

Certified by:



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**Scott Phinney**  
**President of Edina Basketball Association**