

Re-Imagining Redmond UMC during and after COVID-19 – PHASE 2



Redmond UMC Mission Statement:

The mission of Redmond United Methodist Church is to **Love. Serve. Grow.** We embody this mission by living in the example of Christ by loving unconditionally, growing intentionally, and serving compassionately. Spiritual practices that challenge us to live our purpose and mission include renewal (sabbath), hospitality, connection, worship, prayer, study, service, generosity and stewardship, and justice.

What we know:

Our community of faith is aware of the impact of COVID-19. It has caused us to ask important questions about who we are and what it means to be a church. We recognize there is no going back to “normal,” pre-COVID. The work before us is to create a new way that includes safety measures and taking account of the ways we are connecting with people on-line. We commit to doing no harm, to learn from the science that is available to us, and to take our time implementing phases so that we can learn what is working and what is not. We want to keep our community as healthy and as safe as possible. We accept that means we are living with the impact from COVID-19 for at least a year from now (through summer 2021), if not longer.

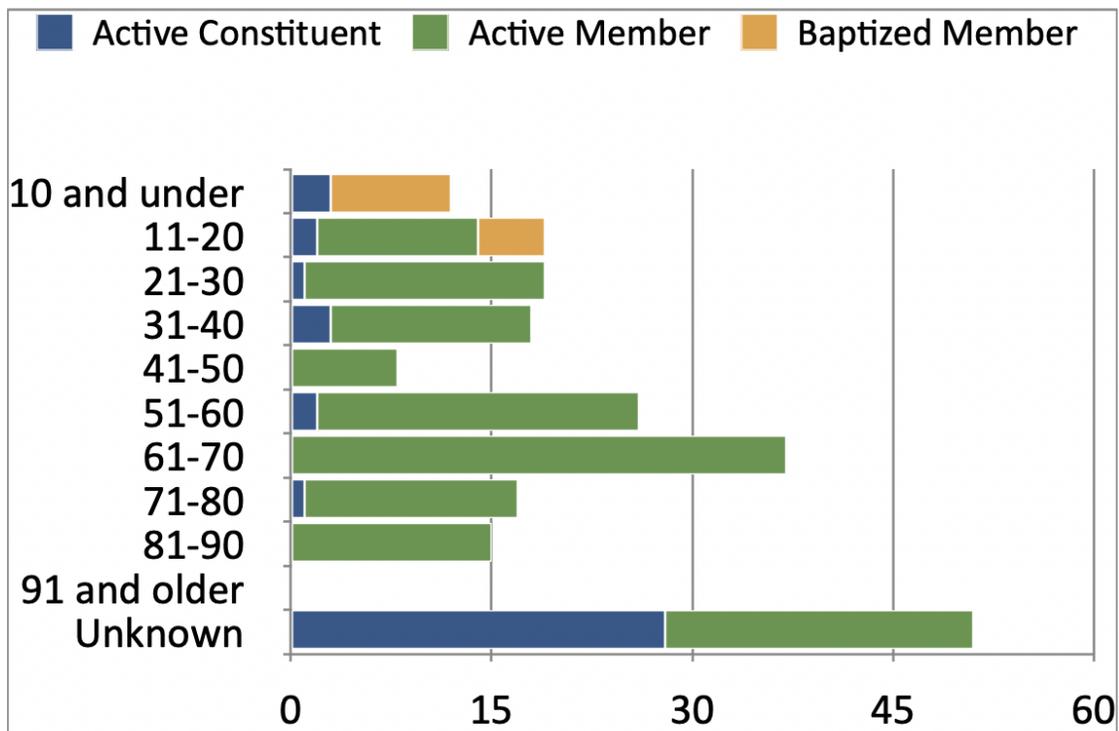
Conditions that must be met to move from one stage to the next:

1. Bishop Stanovsky relaxes suspension of in-person worship and building closures, allowing movement to the next phase.
2. State and county public health guidance permits activities in the proposed next phase.
3. The reopening plan has been approved and implemented by the District Superintendent, working under the authority of the Bishop.

Note: we will follow these guidelines, even if local or state officials declare that faith communities can gather before these guidelines are met, acting out of an abundance of caution.

Basic REDMOND UMC Age Demographics:

Age Range	Active Constituent	Active Member	Baptized Member	TOTAL
10 and under	3	0	9	12
11-20	2	12	5	19
21-30	1	18	0	19
31-40	3	15	0	18
41-50	0	8	0	8
51-60	2	24	0	26
61-70	0	37	0	37
71-80	1	16	0	17
81-90	0	15	0	15
91 and older	0	0	0	0
Unknown	28	23	0	51
TOTAL	40	168	14	222



44% of those with ages reported are over 60. 25% of our total adult headcount have not reported their age.

PHASE	1	2	3	4	BEYOND
Building (in general)	Building is closed. All activities take place virtually.	Building is closed. Most activities take place virtually.	Some building operations resume.	Most building operations resume.	"New Normal."
Group Size Allowed	Up to 5	Up to 5 (incl staff).	Up to 50.	No limit.	No limit.
Staff	May come to the building; no gatherings and strict physical distancing.	May come to the building; no gatherings and strict physical distancing. Staff receive training in safety actions. Face masks required, daily sanitation of shared surfaces.			
Volunteers	Volunteers engaged in worship production may come to the building, with no more than 5 at a time, strict physical distancing. Limited access for church leadership volunteers as needed to perform their role, adhering to all safety protocol.	Volunteers engaged in worship production may come to the building, with no more than 5 at a time, strict physical distancing. Limited access for church leadership volunteers as needed to perform their role, adhering to all safety protocol.			
Leadership	Church leaders conduct all meetings virtually.	Church leaders conduct all meetings virtually.			
Worship Practices	Worship is on-line live with pre-recorded inserts as needed.	On-line live with pre-recorded inserts. Vocal music may be produced in the sanctuary if only members of one household are present and follow the safety precautions.			
Small Groups	Virtual only.	Pre-register outdoor fellowship gatherings of up to 5 people with strict safety protocol. No food or beverage is permitted, and bathrooms may not be accessed.			
Children/Youth Programs	Virtual only.	Gatherings are primarily virtual.			
Events	N/A	N/A			
Meetings	All meetings/activities take place virtually.	All meetings/activities take place virtually.			
Community Groups	No community groups authorized in the building or on the premises.	No community groups authorized in the building or on the premises.			
Essential Services: Open Kitchen	Begin serving TO-GO meals from the church driveway, using masks, gloves and phys.	Continue serving TO-GO meals from the church driveway, using masks, gloves and			

	distancing to clients and team. Reduce to 1 hr serving time.	phys. distancing to clients & team. Reduce to 1 hr serving time.			
High-Risk Populations	Stay home, please.	Stay home, please.			
Congregational Care	Reliant on Heart-to-Heart care teams and Congregational Care phone calls.	In-home visits by the pastor (one-on-one) may resume with careful safety practices/protocol. Continued Heart-to-Heart care team check ins via phone calls.			
Face Masks	Required	Required			
Physical Distancing	Required	Required			
Personal Sanitation	Consistent use of sanitizer or hand-washing	Consistent use of sanitizer or hand-washing			
Surface Sanitation	Surfaces sanitized after each touch	Surfaces sanitized after each touch			
Screening	N/A	<ul style="list-style-type: none"> • Pre-registration required for all gatherings, including agreement to report any symptoms that arise for 14 days after gathering. • Sign-in/attendance required for contact tracing. Attendance file will be kept for two months in the church office. • No-contact temperature check at arrival • Verbal symptom screening at arrival. 			
Other Safety Actions	Maximize ventilation and circulation of outdoor air. Signage posted, tissues and no-touch trash cans available	Maximize ventilation and circulation of outdoor air. Signage posted, tissues and no-touch trash cans available.			
2-Week Quarantine	Required if you have come in contact with an individual that has tested positive or has symptoms likely related to COVID-19, recent travel outside of the country or participated in high risk activities. Recommended to quarantine for 2 weeks if you have recently traveled to or from a state with	Required if you have come in contact with an individual that has tested positive or has symptoms likely related to COVID-19, recent travel outside of the country or participated in high risk activities. Recommended to quarantine for 2 weeks if you have recently traveled to or from a state			

	≥10% infection rate. (applies to both Phase 1 and 2)	with ≥10% infection rate. (applies to both Phase 1 and 2)			
If COVID-19 is suspected...		Immediate discontinuance of gatherings, alert to all who have been in contact with symptomatic person. Extra sanitation of any space inhabited by symptomatic person.			
If COVID-19 is confirmed...		Immediate discontinuance of all gatherings, alert whole congregation, conference, and county health authorities.			

SAFETY PRACTICES IN PHASE 2, beginning July 24, 2020:

Face Masks:

Face masks are required over the nose and mouth. We encourage people to wear masks from home, but we have masks available for anyone at our church facility that needs one. For outdoor gatherings, these will be made available at point of check-in, so that no one enters the group space without a mask.

Physical Distancing:

Physical distancing of at least 6 feet is required for all participants throughout Phase 2.

Personal Sanitation:

Hand Sanitizer is provided at every entry point, whether indoors or outdoors, and throughout buildings in high-traffic areas (though buildings are currently closed). Touchless sanitizer stations and trash receptacles are on order; pump sanitizer is currently available throughout the facility. Proper hand-washing is encouraged for staff who come indoors, with soap available at every sink.

Surface Sanitation:

The buildings continue to be sanitized by our cleaning staff once/week. In spaces that are in use more than once/week (staff office spaces) surfaces are wiped down with anti-bacterial wipes at least daily. Spray Lysol is also used on soft surfaces such as upholstered chairs. Wipes and spray Lysol are available in each building in high traffic areas. Staff and volunteers are asked to clean shared, high-touch surfaces (keyboards, phones, door handles, etc) when they arrive at the office, before each use, and before they leave. Signage is posted in shared space to remind everyone of this safety measure.

Screening:

Small group gatherings will require pre-registration through the church office administrator that will include name, age, contact numbers, and an agreement to a) not attend if showing any symptoms of COVID-19; b) not attend if having been in contact with someone with COVID-19 in the last 14 days; c) alert the church immediately if symptoms develop within 14 days of attending the event.

Sign-in will be required for anyone, including staff and volunteers, entering the church facility. At sign-in, contact numbers will be confirmed. Sign-in sheet will be returned to the folder on the office door. Sign-in sheets will be kept on-file in the church office for 2 weeks for contact tracing.

Participants will be asked the following screening questions:

1. Have you shown any symptoms of COVID-19 in the last 14 days (fever, cough, shortness of breath, body aches, fatigue, loss of taste or smell)? If yes, you may not attend.
2. Have you been in close contact in the last 14 days with anyone who has suspected or confirmed COVID-19? If yes, you may not attend.
3. Do you agree to alert the church immediately if you develop symptoms any time in the next 14 days? If no, you may not attend.

Temperatures will be checked with no-contact thermometers (currently on order). Anyone with temperature over 99.5 may not attend.

Contact tracing:

Registration and attendance data with contact numbers will be kept in the church office for two months for the purposes of contact tracing.

Other Safety Actions:

Ventilation will be maximized inside with open doors and windows (weather permitting) whenever more than one member of staff or volunteer is in a given space. Signs will be posted broadly to emphasize physical distancing, mask-wearing, proper handwashing, proper cough/sneeze procedure, and what to do if you suspect COVID-19 contamination. Tissues and no-touch trash cans are available in each available room. Phase 2 includes the office and Narthex.

2 Week Quarantine:

A 2-week quarantine is required if you have come in contact with an individual that has tested positive or has symptoms likely related to COVID-19, recent travel outside of the country or participation in high risk activities such as gatherings greater than 5 individuals. Symptoms may appear 2-14 days after exposure to the virus. Symptoms of COVID-19 can vary from person to person. Common symptoms include fever/chills, cough, shortness of breath, fatigue, headache, sore throat, nausea/vomiting, and diarrhea. It is strongly encouraged to quarantine for 2 weeks if you have recently traveled to or from a state with $\geq 10\%$ infection rate.

If COVID-19 is suspected:

If a staff member, volunteer, or small group participant who has been at the church facility in the last 14 days **suspects** they may have COVID-19 or finds they have been in contact with someone who has developed COVID-19 in that time period, all gatherings will immediately be discontinued. Everyone who has been in contact with the symptomatic or compromised person will be alerted of the suspected case and encouraged to self-quarantine for 14 days or until we know this is a false alarm, and monitor for symptoms during that time. Extra sanitation of any spaces inhabited by the compromised or symptomatic person will be completed by our cleaning staff. Gatherings will remain suspended for 14 days or until the person is confirmed *not* to have COVID-19, whichever comes first.

If COVID-19 is confirmed:

If a staff member, volunteer, or small group participant who has been at the church facility in the last 14 days is **confirmed** with COVID-19, all gatherings will immediately be discontinued for a minimum of 14 days. The whole congregation, neighboring congregations, PNW conference leadership, and King County Public Health will be alerted. Anyone who has been in contact with the confirmed case will be advised to self-quarantine for 14 days, monitor symptoms, and call their healthcare provider for instructions on testing. The church facility will be closed – including to staff – and sanitized by our cleaning staff. Worship recording will take place exclusively in individual homes, and all contact will be by internet or phone.

PHASE 2 PROPOSAL DETAIL, beginning July 24, 2020:

Building (in general):

The building is **closed to all** except staff and essential volunteers. Signs are at each entrance letting people know that only staff and approved volunteers/church leadership can enter the building at this time. No meetings will take place in the church building. When small group gatherings occur outdoors on the church property, people will be told in advance that the building is closed and there is no restroom access, even if a member has a key.

Group Size Allowed:

Up to 5, including staff, and only outdoors for small groups with pre-registration. No groups will gather in the building in Phase 2. (The group gathering size for King County has reduced from 10 to 5 as of 7.20.2020, thus adjusting our small group gathering.) If all participants are not comfortable with an in-person gathering, said gathering shall remain virtual.

Staff:

May work in the building, but will not gather, and will observe strict physical distancing, wearing masks when outside of individual offices. Staff have received instructions to this extent. Any shared surfaces (door handles, copy machine, etc.) will be sanitized daily. Staff may continue to work from home as mutually agreed upon with their supervisor.

Volunteers:

Only worship production and church leadership volunteers doing their assigned task may come into the building, with no more than 5 at a time in a given space, observing strict physical

distancing, mask wearing and hand sanitizing. Anti-bacterial wipes and sprays will be used before and after use of common/shared spaces including door handles, etc.

Leadership:

Church leaders continue to assess needs and offer creativity and flexibility in their ministries, ensuring we continue to grow in relationships, discipleship, and outreach. All meetings will continue virtually during Phase 2.

Worship:

Worship is on-line live with pre-recorded inserts as needed. Non-vocal music is recorded by individuals at home or in the sanctuary (5 people or less following safety precautions mentioned above). Vocal music may be produced at home, or in the sanctuary if only members of one household are present and follow the safety precautions mentioned above. Editing for on-line service on Sunday morning is completed by staff.

Small Groups:

Small groups are invited to gather outdoors in groups of no more than 5, observing strict safety protocol (masks, distance, sanitizer). No food or beverage is allowed. These groups are subject to the pre-registration and screening protocol detailed above. These gatherings will take place as the individual groups are comfortable. Virtual gatherings are still primarily encouraged. Small group leaders looking to gather outdoors need to consider the risk of excluding participants who do not feel comfortable meeting in person.

The small group leader is responsible for pre-registering with the church office administrator and signing in all participants at the time of the small group gathering. Upon pre-registration, a sign-in sheet and no-contact thermometer (on order via church office) will be provided to the small group leader via the church office. Chairs will need to be provided by each individual participant. Sign-in sheet will be returned to the folder on the office door.

Children/Youth Programs:

Programming is provided on-line with possible mailings that engage families.

Meetings/Internal Gatherings:

Due to the necessity of attendance from all those involved with church committees and leadership teams, and the recognition that not everyone will feel comfortable participating outdoors/in-person, all formal meetings remain virtual (ex. Church Council, Finance Team, etc). No meetings will happen on site.

Community groups:

Community groups are not allowed in our buildings in Phase 2.

Essential Services:

Open Kitchen:

TO-GO meals only will continue to be served from the church breezeway to the driveway via hand-off, using masks, gloves, hand sanitizing and strict physical distancing to clients and team. Reduced serving time to 1 hour. Volunteers for outdoor gatherings will observe strict

safety protocol, including 6-foot physical distancing, wearing masks, and using sanitizer or hand-washing. Volunteers will agree to enforce these rules or ask participants to leave.

High-Risk Populations:

While precautions will be taken seriously for all age groups, high-risk populations (eg. people 65 years and older, people who live in nursing homes, and people with underlying medical conditions) are encouraged to stay home and not engage in outdoor gatherings, remaining connected virtually. We will continue to stay updated on the CDC guidelines regarding those considered to have increased risk of serious illness.

Congregational Care:

Congregational care remains primarily over the phone and through the postal service. In-home one-on-one visits may resume in Phase 2 with careful safety protocol (sanitizer, masks, physical distancing) and visits lasting 30 minutes or less. The Heart to Heart team will continue to reach out to our high-risk members & constituents to stay engaged and provide any needed shopping, conversation, etc.

Communication:

This document will be delivered several ways: Email, Website, Constant Contact online newsletter, and USPS Mail, as needed. Personal phone calls to congregation members as needed.