

Pandemic Re-Entry Plan for St. George's, Milford

Preparation

June 4 – Oakland County Church Re-Entry Kit acquired and delivered to parish office

June 16 – Personal Protective Equipment and Cleaning Supplies Ordered

- Small touchless automatic hand sanitizing stations (6)
- Touchless wall mount hand sanitizer and soap dispensers (4)
- Aloe Premium Moisturizing Hand Sanitizer (4 gallons)
- Disposable 3-Ply Face Masks (250)
- Nitrile Powder Free Gloves (1000)
- Purell Sanitizer Spray (6 32oz bottles)
- Paper Towels (30 rolls)

June 19 – The bishops of the Michigan dioceses initiated Phase II – the earliest St. George's will enter Phase II no sooner than Fr. Paul's return from his first month of full paternity leave in August

June 28 – Resume on-site livestreamed worship from the nave, having previously cleaned the limited areas of the building that will be used

- 3-person worship team
- Masks worn and social distance maintained
- Officiant/Preacher and cantor maintain at least 30-foot distance from other participants (not all participants will be visible on camera, but should be audible through the sound system)
- Fr. John Conrad will supply during Fr. Paul's paternity leave
- Areas of the building that are used will be cleaned prior to departure

August 3 – Areas of the building used for the August Local Primary Election will be deep cleaned by a company contracted by Milford Township to deep clean all buildings, paid for entirely by the Township

August 4 – The election will be held in accordance with out contract and the bishop's approval

August 5 – The cleaning company contracted by Milford Township will deep clean the entire building, the cost split between the Township and St. George's

August 6 – Phase II Re-Entry gradually begins (Fr. Paul still does not return from paternity leave until one month after birth, which could be late into August, but likely will be within the first half of the month)

August 6-22 – Prepare building for in-person worship

- Removing all Prayer Books and Hymnals from the sanctuary, as only paper bulletins will be used
- Removing all pews from the nave, storing them in the parish hall (which will remain unused) and replacing them with chairs – this will better support comfortable social distancing, maintaining 360° 6-foot distance between household units, and allowing for the creation of side aisles in addition to the center aisle for a more conducive traffic pattern marked with tape arrows on the floor
- Place all hand sanitizing stations in their assigned locations and locate disposal masks near the entrance
- Registration for first Sunday back to in-person worship will open on Tuesday, August 18th at 10am and close on Thursday, August 20th at 5pm
 - A maximum of twenty-eight worshippers will be permitted to register to attend the service on Sunday, August 23rd
 - If more than twenty-eight worshippers attempt to register, two services will be offered beginning on Sunday, August 30th, each with a max capacity of twenty-eight worshippers plus the usher and liturgical ministers
 - Registration will run each week from Tuesday at 10am through Thursday at 5pm
- Michelle Metry will be the only person permitted in the building from 10am – 12pm on Friday, August 21st (and each Friday that follows) for the purpose of printing the appropriate number of bulletins, which are to be placed on the chairs in the nave

Re-Entry

August 23 – earliest possible in-person public worship for St. George's in Phase II

- One service with a maximum of thirty-two people, 25% of our legal seating capacity in the nave
 - Three spots will be reserved for liturgical ministers
 - Officiant/Celebrant
 - Music Minister
 - Lector/Intercessor
 - One spot will be reserved for an usher
 - Three spots will be reserved for parishioners who do not use email but can register attendance with a phone call
 - Twenty-five spots will be available for parishioners or guests to register online
 - Only people who have registered to attend worship will be permitted in the building
 - In the event that visitors come, we ask that parishioners indicate on their registration whether they are willing to give their seat to visitors as an act of

hospitality; “designated leavers” will be asked to leave the church and the visitors will be able to take their seats

- If there is need for a second service based on registrations, a second service will be offered as early as August 30th (a third will be added in subsequent weeks if necessary)
- If we can maintain 360° 6-foot social distance in the nave while increasing the seating beyond 25% of legal capacity, we will consider doing that before starting a third service time
- One altar guild member will be permitted in the building on Saturday to set up for Sunday Communion; the Rector will perform this function if no altar guild member is available; in the event that there are two services, either a present member of the altar guild or the Rector will cleanse the vessels and reset the altar between services
- The usher will be stationed at the entrance 30 minutes prior to the beginning of a service in order to perform necessary tasks for worshippers as they enter; no parishioner shall enter before then
- Everyone must wear a mask, have their temperature checked by the usher, and sanitize their hands before entering the building
 - Nobody will be permitted in the building unless they wear a mask and if any try to refuse, they will be instructed to leave the premises immediately (this will be appropriately escalated to the Milford Police department and pastoral discipline if proven necessary by refusal to leave)
 - Anyone with a fever will also be turned away
 - Attendees are strongly encouraged to bring their own masks as faithful stewards
 - Disposable masks are solely for the purpose of providing masks to people who do not have or forgot their masks at home, not for general use
- Everyone must follow the designated traffic pattern
- 360° 6-foot social distance must be maintained in the building by household unit
- There shall be no physical contact between non-household members
- Paper bulletins only, to be taken home for disposal
- No physical collection will take place – Parishioners are asked to continue to give online or mail checks to be forwarded to the treasurer
- There will be instrumental music only and no singing
- When celebrating Holy Eucharist during Phase II
 - There will be no exchange of The Peace
 - The Eucharistic Prayer will be spoken only, not chanted
 - Consecration and distribution will follow the directions given by the bishop
 - The celebrant will practice appropriate hand hygiene at the Offertory and prior to distributing Communion

- The celebrant will commune the faithful in one kind (bread only) by station, each household approaching one at a time with appropriate distance, following the marked traffic pattern, and sanitizing their hands before receiving Communion
- There will be no receiving line or coffee after worship and worshippers will be dismissed by household to depart immediately

Other Phase II Protocols

- There will be no nursery care, in-person Christian formation, or in-person meetings of any kind during Phase II, with exception of necessary gathering to prepare the building for re-entry, clean between services, and to perform any other necessary functions in order to prepare for worship
- Online formation and fellowship opportunities will still be made available via Zoom
- Only the nave and restrooms will be accessible during Phase II, excepting staff, Wardens, and cleaning personnel
- No outside groups will be permitted to meet in the church until the possibility is explored further after we re-open for worship
- Beginning Tuesday, September 15th, Fr. Paul will be in the office on Tuesdays and working from home the rest of the week; Michelle Metry will continue to be the only person in the building on Friday mornings, working from home the remainder of the week; John Potter will be in the building at some other time when it is not occupied by other members of the staff in order to practice and do any work that he cannot do from home, working from home the remainder of the week.
- Beginning Tuesday, October 13th, Fr. Paul will work from the office on Tuesdays and Wednesdays and from home on Thursdays and Fridays; Michelle Metry and John Potter will continue primarily working from home until we enter Phase III.
- Fr. Paul will be available to meet in-person by appointment only on the aforementioned office days, with proper social distance maintained; all other meetings will occur via phone call or Zoom

Phase III

We do not know what thresholds must be crossed with respect to the pandemic for the bishops to transition the Michigan dioceses from Phase II to Phase III. When that happens, we will make our transition immediately or gradually as may seem contextually appropriate at the time. It will take time to prepare the building for a transition from Phase II to Phase III.

Addressing Positive Infection

In the situation that someone has tested positive for COVID-19 and has entered the building or attended a church-sponsored activity during the infection period, the following requirements and guidelines must be followed.

After receiving word of a positive infection, Fr. Paul or Michelle Metry will verify with the person that the county is doing contact tracing. Using our entry/registration log, we will conduct notifications of all people who may have come in contact with the person, while keeping their identity confidential, if appropriate. These notifications might include, but are not limited to:

- Fellow worshippers
- Outside groups or small groups that used the building within 72 hours of the person's presence
- People who may have cleaned the building within 72 hours of the person's presence

We will encourage all people who may have been affected to self-quarantine for 14 days.

All in-person worship and other in-person gatherings will be suspended for 14 days.

If the person had entered the building, parish leadership will make provision for a deep cleaning of the space, including any affected rooms, access hallways, doorknobs, and bathrooms.

Leadership will plan for and adopt the following communications plan, including:

- Fr. Paul will serve as a spokesperson for any press inquiries that may arise
- The Vestry will develop and share the church's clear, concise, constructive, and transparent message
- Parish leadership will be in communication with the members of the congregation
- Parish leadership will be in communication with the bishop and diocesan office