

COVID-19 Preparedness Plan for Country Lights Festival

The Country Lights Festival is committed to providing a safe and healthy event for the community and the volunteers. To ensure this, the Country Lights Festival has developed the following COVID-19 Preparedness Plan in response to the COVID-19 pandemic. The goal is to mitigate the potential for transmission of COVID-19 in our community.

The COVID-19 Preparedness Plan is administered by The Country Lights Festival that maintains the overall authority and responsibility for the plan. However, volunteers are equally responsible for supporting, implementing, complying with and providing recommendations to further improve all aspects of this COVID-19 Preparedness Plan. Country Lights Festival is serious about safety and health and protecting the volunteers and the community.

Country Lights Festival's COVID-19 Preparedness Plan follows the industry guidance developed by the state of Minnesota, available at the Stay Safe Minnesota website (<https://staysafe.mn.gov>), which is based upon Centers for Disease Control and Prevention (CDC) and Minnesota Department of Health (MDH) guidelines for COVID-19, Minnesota Occupational Safety and Health Administration (MNOSHA) statutes, rules and standards, and Minnesota's relevant and current executive orders. It addresses:

- ensuring sick volunteers stay home and prompt identification and isolation of sick persons;
- social distancing – volunteers must be at least six-feet apart when possible and appropriate;
- worker hygiene and source controls, including face coverings;
- cleaning and disinfection protocol; and
- communications and training practices and protocol.

Country Lights Festival has reviewed and incorporated the industry guidance applicable to the event provided by the state of Minnesota for the development of this plan, including the following industry guidance for Outdoor Events.

Ensure sick volunteers stay home

Volunteers have been informed of and encouraged to self-monitor for signs and symptoms of COVID-19. The following policies and procedures are being implemented to assess volunteers' health status prior to coming to the event. Volunteers are asked to do a self-assessment prior to reporting for their volunteer assignment. If symptoms occur, the volunteer is asked to stay home and inform Country Lights Festival that they will not be attending.

Social distancing – Volunteers must be at least six-feet apart

Social distancing of at least six feet will be encouraged and maintained between volunteers and the community visitors in the park through the following engineering and administrative controls: Lines for hot chocolate and other activities will be limited and spread out to allow for ample opportunity for people to stay socially distant. If at any time the crowd for an activity becomes too large for appropriate social distancing, that activity will be shut down and the crowd will be disbursed.

- Signs will be posted at the entrance and in other visible areas of the park reminding attendees of their responsibility to follow social distancing protocols. Due to the nature of this outdoor, free roam, open air, public event that will be held in a public city park, it will be emphasized that it is the responsibility of each attendee to follow appropriate social distancing guidelines as determined by the MN Department of Health.

- Restrooms are available inside the Sartell Community Center. Anyone wishing to use the restroom will be required to have their temperature taken prior to entering.
- Hot Chocolate and cookies will be handed out using an approved and licensed vendor with the help of Country Lights Festival volunteers. The licensed vendor will help make sure that all individual prepackaged items are handed out properly and that all protocols are followed.
- The barrel train ride and the line will be located far enough away from other activities to allow for social distancing while standing in line. Barrels will only have one child per car unless they are siblings which will allow for up to 2 children per car. No adults will be allowed to ride.
- Warming lodges will NOT be used during the 2020-2021 festival
- Santa will NOT be visiting during the 2020-2021 festival but children will be allowed to leave a letter for Santa in his mailbox.
- Fireworks will take place at the park on December 31 at 7:00pm. Visitors can view the fireworks from outside of the community center or from the comfort of their own vehicles. Appropriate social distancing measures will be observed.

Volunteer hygiene and source controls

Due to the outdoor nature of the Country Lights Festival being held when temperatures are cold, all volunteers will be wearing gloves and face coverings while volunteering.

Cleaning and disinfection protocol

Regular practices of cleaning and disinfecting have been implemented, including a schedule for routine cleaning and disinfecting of surfaces, equipment, tables, and the barrel train cars. Appropriate and effective cleaning and disinfecting 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

Communications and training practices and protocol

This COVID-19 Preparedness Plan was communicated **and distributed through email to** all volunteers prior to their arrival to the event and necessary training and supervision was provided. Instructions will be communicated to all volunteers about protections and protocols, including: 1) social distancing protocols and practices; 2) practices for hygiene and respiratory etiquette; 3) requirements regarding the use of face-coverings. All volunteers will also be advised not to attend the event if they are experiencing symptoms or have contracted COVID-19.

All volunteers are to take an active role and collaborate in carrying out the various aspects of this plan, and update the protections, protocols, practices and training as necessary. This COVID-19 Preparedness Plan has been certified by Country Lights Festival management.

Certified by:

Signature

Date

Title