

Guidance for Safe Celebrations and Events – COVID -19

Information provided by Minnesota Department of Health.

Any time you are in a gathering with other people, you are putting yourself and others at risk of exposure to SARS-CoV-2, the virus that causes COVID-19. COVID-19 can lead to serious medical conditions and even death for people of all ages. We cannot predict who will become severely ill, although we know that older people and people with underlying health conditions are at higher risk. We do not yet know the potential long-term effects of infection from COVID-19; even people with mild cases may experience long-term complications. People with symptoms and without symptoms can spread COVID-19. The masking, distancing, and other guidance provided here is intended to reduce the risk of transmission, but does not eliminate it.

General recommendations

Keep in mind that anytime you gather with people you do not live with, the risk of infection increases for everyone. Consider whether having an event encourages people in high-risk groups (particularly older adults and people with underlying health conditions) or ill people to increase their risk of infection. When renting the facility, you are committing to keeping at least 6 feet of space between people from different households (social distancing) at all times.

♣ Stay home if you do not feel well or are at higher risk for getting very sick from COVID-19. See CDC: People at Increased Risk (www.cdc.gov/coronavirus/2019-ncov/need-extra-precautions/index.html). Invited guests should stay home if they have been exposed to COVID-19 in the last 14 days or are showing COVID-19 symptoms. Invited guests who live with people who are at higher risk of getting very sick from COVID-19 should think about any added risks to their loved ones.

♣ Keep gatherings small. (No more than 40 people at one time in Education Room)

♣ Stay 6 feet away from other guests.

♣ Remember who came to the gathering. **Keep a list of invited guests in case one of them gets COVID19. This list will be helpful if you're contacted by a health department case interviewer.**

♣ Masks and face coverings: *Fully vaccinated individuals will not be required to wear facemask. The CDC and MN Governor request that those who are not vaccinated – please continue to wear facemask. Requested – NOT REQUIRED.*

(As of July 25, 2020, people in Minnesota are required to wear a face covering in all businesses and public indoor spaces, per Executive Order 20-81. This includes indoor event venues and indoor spaces of combined indoor/outdoor venues. Additionally, the Executive Order requires workers to wear a face covering when working exclusively outdoors in situations where social distancing cannot be maintained.

The Executive Order includes exemptions for people who are unable to wear or tolerate a face covering due to medical or mental health conditions or other reasons. There are also situations in which a face covering may be temporarily removed, such as when eating or drinking, if social distancing is maintained between members of different parties and the face covering is put back on when not eating or drinking. Businesses and venues may choose to have more protective requirements than those in the Executive Order.)

For more information, see Masks and face coverings
(www.health.state.mn.us/diseases/coronavirus/prevention.html#masks)

- ♣ Limit table to 4 persons, or 6 if part of one household (“household” means a group of individuals who share the same living unit).
- ♣ Provide controlled flow of participants as much as possible, including upon start and at end of the event.
- ♣ Limit the number of speakers and make arrangements so that they maintain distance from others. Whenever possible, provide individual microphones for multiple speakers. If a microphone must be shared, consider cleaning between speakers or leaving it untouched on a stand.
- ♣ Event photography: Standing close together is a high-risk activity, even when it is a shorter period of time. Consider taking individual photos and using editing software to combine them into a group photo.

Food and Beverages

- ♣ Food must be prepared and served in accordance with applicable rules and regulations guiding the specific event. Licensed food establishments must follow the Minnesota Food Code (www.health.state.mn.us/communities/environment/food/rules/foodcode/index.html)
- ♣ Self-service food and beverage areas are allowed as long as the Caterers Plan includes protections such as oversight of the self-service area to ensure that social distancing is maintained, hands are being sanitized, and participants wear face masks in the self-service area. YOU are the responsible party to oversee the safe operation of the event.
- ♣ Best practice would be to serve prepackaged food as much as possible.
- ♣ Face coverings may be temporarily removed to enable eating and/or drinking when attendees are seated and apart from members of other households but must be put back on when not eating or drinking.

Restrooms

- ♣ Mark areas where people may need to line up to ensure social distancing.

- ♣ Provide an ample supply of hand sanitizer, or soap and water
- ♣ Clean facilities regularly following the cleaning and disinfection protocol.
- ♣ Ensure your maximum number of guests allowed in the restroom will meet current capacity/size guidelines for social distancing.

Summary

We all have a role to play in protecting ourselves and fellow Minnesotans from COVID-19. This guidance is based on insuring social distance and wearing face coverings to limit the potential spread of COVID-19 whenever people gathering. By following current Executive Orders from Governor Walz (mn.gov/governor/news/executiveorders.jsp) and these guidelines on Stay Safe Minnesota (staysafe.mn.gov), we can enjoy activities and events while supporting public health, slowing the spread of COVID-19, and minimizing added strain on local communities and health care systems in Minnesota.

Signature (Date) _____

Company