

Pittsfield Township Parks and Recreation Community Center Opening Plan 2021

Effective March 22, 2021



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Visit the Pittsfield Charter Township website to view the entire Pandemic Transition Protocol.	

Introduction

As we transition back to more regular in-person engagement since our closures and virtual engagement since March 2020, we have compiled this Community Center Opening Plan to provide guidelines for greater physical access to recreational programs in a manner that is safe and responsible. The protocols were developed in coordination with Federal (CDC), State (MDHHS) and Local (WCPH) guidelines. Given the fluid nature of the Pandemic, it is imperative to note that the guidelines and recommendations of the Opening Plan may be revised in order to address scenarios that arise as we move forward. The central focus is, and will remain, to provide for the safety and well-being of Pittsfield Township employees, volunteers, instructors and participants.

Symptoms and Exposure Information to Know

Participant	Details
<i>One or more COVID-19 Symptom</i>	<p><i>Fever of 100.4 or higher, or feel feverish, Cough (excluding chronic cough due to a known medical reason other than COVID-19), Shortness of breath, Sore throat, Diarrhea (excluding due to known medical reason other than COVID-19).</i></p> <ul style="list-style-type: none"> • Stay home. • Contact your primary care physician.
<i>Confirmed Positive COVID-19 Test</i>	<ul style="list-style-type: none"> • Stay home (except to get medical care) and start isolating yourself right away. • Immediately notify the Community Center Staff by calling 734.822.2117 so necessary actions can be taken to mitigate the risk to other individuals who may have been exposed. • Tell your close contacts so they can quarantine themselves.
<i>Direct Contact with someone who has COVID-19 symptoms, or been diagnosed with or probably has COVID-19 infection</i>	<ul style="list-style-type: none"> • You must quarantine for 10 days and be symptom free before you are allowed to return to the Community Center.
<i>International Travel</i>	<ul style="list-style-type: none"> • You must quarantine for 10 days and remain symptom free before you are allowed to return to the Community Center.
<i>Contact Tracing</i>	<ul style="list-style-type: none"> • When a person tests positive for COVID-19 the Washtenaw Public Health Department states that an individual should go back two days (48 hrs.) from when symptoms first began to determine who they should notified about potential exposure due to “close contact.” If there were no symptoms, then they should go back two days from when they took the COVID-19 test. • “Close contact” is defined as: “Within six feet of someone who tested positive for a cumulative 15 minutes or more within a 24-hr. period.” • Anyone who had “close contact” with another individual who tested positive for COVID-19 must quarantine for 10 days. • A negative COVID-19 test (or more than one negative COVID-19 test) does not release the person from quarantine.

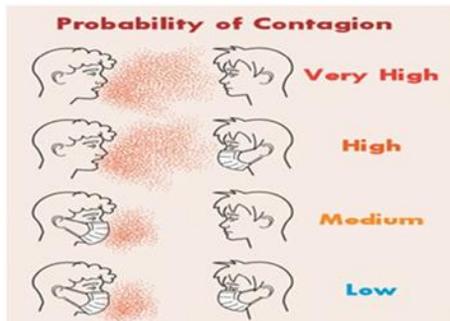
How We Are Keeping You Safe

<p>Physical Space Accommodations</p>	<ul style="list-style-type: none">• Clear Plexiglas barriers in reception and transaction areas• Floor markings for physical distancing reminders• Signage to encourage COVID-19 social etiquette• Hand sanitizers and facial tissue placed at all reception/public areas• Pens and other office supplies shall not be provided for public use; or when you must, pre-sanitized pens will be provided and re-sanitized after each use• Chairs and tables spaced a minimum of 8'• Conference Rooms, Kitchen, and North entrance doors are locked to limit access.• Heating, Ventilation, Air Conditioning (HVAC) system has been serviced and improved to the capacity possible.• Inner doors will be propped open to minimize unnecessary contact with surfaces wherever possible. Note: Fire and Security doors can NOT be propped open.• Individuals will discontinue handshakes and close contact greetings.• Use handicapped door openers by pushing with elbow when possible to reduce hand contact.• If there is a confirmed case of COVID-19 in the facility, the Township has contracted with a third party to provide disinfecting cleaning per CDC guidelines. If more than 2 days (48 hours) since the person who is sick visited or used the facility, additional cleaning and disinfection is not necessary.
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Parks and Recreation COVID-19 Protocols

<i>No walk-ins</i>	Registrations only. Appointments can be made for 1-on-1 questions and assistance. Call 734.822.2117.
<i>Waiver</i>	Assumption of Risk and Waiver of Liability Form is required as part of program registration.
<i>10 Minute Rule</i>	Participants may enter the building 10 minutes before a registered program begins, and are required to leave within 10 minutes after the program ends.
<i>Masks</i>	<ul style="list-style-type: none"> Participants, even those that are fully vaccinated, will be required to wear masks at all times when inside the building. If participants are unable to wear a mask, virtual programs are available. If a participant refuses to wear a mask, they will be required to leave the building. See Example #1 below: Probability of Contagion.
<i>Physical Distancing</i>	Participants must comply with six feet or greater physical distancing. See Example #2 below.
<i>Health Assessments</i>	All participants will be required to complete a short health assessment upon entry and their information recorded on the Visitor Tracking Log per Public Health/MIOSHA guidelines.
<i>Moving within the Community Center</i>	Employees will refrain from traveling through other staff areas where applicable, and be mindful of physical distancing throughout their entire time indoors.
<i>Food and Drink</i>	No eating and drinking other than water inside the Center until further notice. Potlucks are canceled until further notice. The Coffee/Tea Station has been removed. Participant's personal water bottles can be refilled at the water stations.
<i>Program Registration</i>	Since Program participation is limited in order to allow for distancing, wait listed individuals will receive registration priority.
<i>Program Refund</i>	Refunds or credits will be issued if the participant is diagnosed with COVID-19, or has symptoms present and unable to attend. Please contact Community Center Staff within 10 days of any class missed due to COVID-19 or coronavirus symptoms. The refund or credit will be pro-rated based on the number of days that are missed. <i>All other refunds are based on the current refund policy.</i> Participants should contact Staff as soon as possible if symptoms are present, or there is a COVID-19 diagnosis (see Contact Tracing section, page 2).
<i>Non-compliant Participants</i>	Participants who are non-compliant of rules including physical distancing, and refusing to wear a mask correctly will be required to leave the building. No refunds will be provided for non-compliant participants.
<i>Public Meetings</i>	Evening building use for public meetings is closed until further notice.
<i>Building Cleaning</i>	Program rooms will be cleaned immediately after each program focusing on common and frequently touched areas.

Example #1



Example #2



Activity/Program Phases

	GUIDELINES	ACTIVITY/PROGRAM
	NOTE: Phases may be adjusted due to safety and staffing.	
Phase I	<ul style="list-style-type: none"> ➤ Pre-registered programs and 1-on-1 appointments only ➤ Participants may ONLY access room program is being held and restrooms ➤ Programs limited to one at a time. ➤ Starting and ending times to be staggered for no overlap. ➤ No shared supplies/equipment (bring your own) ➤ No social gathering 	<ul style="list-style-type: none"> ➤ Senior Café Program (carry out only) ➤ 1-on-1 appointments with Staff (optional) ➤ Fitness classes <ul style="list-style-type: none"> ○ Adult: Cardio Drumming, Line Dancing, Yoga, Pilates, Tai Chi, Morning Exercise with Karen, Morning Exercise, ○ Youth: Dance ➤ 1-on-1 Programs <ul style="list-style-type: none"> ○ Acupuncture, Medicare/Medicaid support, Tax Assistance, Computer Assistance)
Phase II	<ul style="list-style-type: none"> ➤ Programs expanded to morning (1-2), afternoon (1-2), evening (1), All Phase I Guidelines continue. 	Same as Phase I but with expanded number of programs within guidelines <ul style="list-style-type: none"> ➤ Educational Programs (small groups)
Phase III	<ul style="list-style-type: none"> ➤ Program schedule expanded to max capacity while still allowing cleaning in between classes and staggered beginning and ending of program times for entry/exit 	Same as Phase II but expanded to: <ul style="list-style-type: none"> ➤ Enrichment Programs (Flower Arranging, Crafting, Creative Writers, Financial, Ukulele, Book Club, Watercolors)
Social Gathering	<ul style="list-style-type: none"> ➤ Groups allowed to gather during open times ➤ Library and Computer Room access available ➤ Restrictions lessened for Programs including shared supplies ➤ Food and drinks other than water may or may not be allowed ➤ Conference Room II and III accessible 	Same as Phase III but expanded to include: <ul style="list-style-type: none"> ➤ Senior Café (in-person and carry-out) ➤ Games with shared supplies (ex: Bingo, cards, Mah Jong, Wii Sports) ➤ Programs with shared supplies (ex: Painting) ➤ Library and Conference Room access ➤ Enrichment Programs that involve “breath work” (i.e., singing, recorders, etc.) ➤ Freebie Fridays

Contact Information

Parks and Recreation Contact Information	
General Lines: Community Center 734.822.2117 Parks and Recreation 734.822.2120	
Kim McIntire, Recreation Coordinator	734.822.2116
Denise Lund, Recreation Specialist	734.822.2118
Rich Wade, Parks Superintendent	734.822.2114
Tina Lloyd, Community/Farmers Market Coordinator	734.822.2121
Tanya Andrews, Community/Farmers Market Specialist	734.822.2125
Sally Nelson, Part-time Recreation Support	