



SPECIAL COVID-19 AD HOC COMMITTEE

Agenda

Clubhouse Four

Wednesday, October 21, 2020

10:00 a.m.

To view the live COVID19 Ad Hoc Committee meeting:

- Go to www.lwsb.com
- Click on the COVID19 Ad Hoc Meeting Live tab
- The tab will be active at 9:45 am on the day of the meeting
- The live streaming uses YouTube live and terminates at the close of the meeting

1. Call to Order/Pledge of Allegiance

2. Roll Call/Notice of Quorum

3. Chairs Announcements

a. Introduction of Guests and Staff

Susan Hopewell, GRF President

Randy Ankeny, Executive Director

Kathy Thayer, Assistant Recreation Manager

Corina Mancilla, Recording Secretary

b. Rules of Order

c. Chairs Report

4. Shareholder/Member Comments *(Limited to 3 minutes per person)*

5. Correspondence

a. Four Items (pp. 1-5)

6. Governing Documents

a. Adopt

i. 70-1448-3G, Friends of the Library, Phase One – Emergency Operational Procedures (pp. 6-7)

ii. 70-1448-3H, Library, Phase One – Emergency Operational Procedures (pp. 8-9)

iii. 70-1448-3J, Clubhouse One and Clubhouse Two Poolrooms, Emergency Operational Procedures (pp. 10-11)

iv. 70-1448-3K, Clubhouse One and Clubhouse Two Woodshops, Emergency Operational Procedures (pp. 12-13)

- v. 70-1448-3L, Clubhouse Three Sewing Room, Emergency Operational Procedures (pp. 14-15)
 - vi. 70-1448-3M, Art Room, Emergency Operational Procedures (pp. 16-17)
 - vii. 70-1448-3N, Ceramics Room, Emergency Operational Procedures (pp. 18-19)
 - viii. 70-1448-3O, Lapidary Room, Emergency Operational Procedures (20-21)
 - ix. 70-1448-3P, Veterans Plaza and Amphitheater by Vocal Groups,
Phase Two – Emergency Operational Procedures (pp. 22-25)
- b. Amend
 - c. Rescind
 - d. Review

7. Future agenda items

8. Next Meeting

Thursday, November 5, 2020 – 1:00 p.m.
Clubhouse Four

9. Adjournment

On Sep 30, 2020, at 9:31 PM, slater <minotaur@roadrunner.com> wrote:

To: The Covid 19 Ad Hoc Committee:

Which existing GRF facility should be the last to open because of inherent difficulties related to activities performed within.

In my opinion, it should be the Fitness Center. Why?

An aged population, co morbidity levels, aerosol level during exertion, perspiration level, sharing equipment, mask use during exercise increases CV strain, lack of in between machine barriers, indoor environment, difficulty cleaning equipment having complex surfaces, let alone disinfecting it, The preceding was an except from a previous letter to The Executive Director.

What does the Committee know about the air exchange capacity of the facility? Should gloves be mandated? Based on the foregoing paragraph, does the Committee, believe we should delay opening the Center beyond what is permitted by governmental regulations? Remember, the LW population is not typical of OC, as a whole.

We have maintained a remarkable record of one publicly reported case, among our 9600+ residents. Mostly due to the strict adherence to the proper use of masks and distancing. Through the first +/-5 months residents treated each other as masked lepers (used here as a highly positive phrase) remaining 6 feet apart at a bare minimum.

Personal observation. Currently, there appears to be some relaxation of those safety measures that brought us success, previously. There are some reductions of masked conversations, cart owners and cyclists can be seen more frequently without masks. We have more children and grandchildren visiting. Folks are eating out in restaurants, airplane trips are taken, etc.

Personal comment. This is not the same as opening the Library or golf course etc. Talk out of Washington DC mentions "turning the corner"€• . What does turning the corner mean here in LW? Well, we have a 1/9600 infection rate .00001. We must understand rates can go both ways. We want no stock certificates changed because of Covid 19.

STAY SAFE....BE WELL

Respectfully,

Len Slater
Mutual 14 20A
562 598 7140

On Oct 5, 2020, at 3:05 PM, slater [<minotaur@roadrunner.com>](mailto:minotaur@roadrunner.com) wrote:

Good afternoon, Paula

Thanks for your consideration of my letter of 09/30/20. Here are a few more comments.

At the Ad Hoc meeting you pointed out the improper use of the user wearing a face shield as well as the speaker that used his cloth mask in an incorrect manner. That was excellent.

For the Fitness Center, we must understand there is a hierarchy of protection afforded by different types of masks.

For some high exertion exercises, I have seen it reported, that an 8 foot distance between patrons is more appropriate.

Should disposable gloves be used?

Why two people in restroom rather than one at a time?

Should personal towels be allowed in the main room?

Looking at the air in the room:

the number of times the air is exchanged per hour;

windows open or closed;

value of auxiliary fans;

are better air filters available?

In another matter, Karaoke was mentioned at the meeting. Singing has been singled out as an activity that spreads aerosol/droplets. Additionally, communal use of the microphone in spite of "€œappropriate disinfection ", probably is not the safest activity. However, I believe that outdoor singing without a mike that is hand held, with required distancing would be more appropriate.

The experts learn something new about the virus every day. Our resident population is at above average risk for many known reasons. An over abundance of caution is always advisable. I have have no particular expertise regarding the current scourge. However, I was a practicing dentist in NYC, for 30 years, between 1965 and the mid 1990s. During that time, we had a number of challenges to proper practice and had to make a number of changes in routines. BUT nothing like whats required to stay safe, currently..

Kind regards,

Len Slater
Mutual14 20A
562 598 7140

MESSAGE TO THE COVID 19 COMMITTEE

I attended the last meeting of this committee and heard four different people making very anxious pleas to have several activities opened again. I was moved by the pleas, these people were almost begging to have changes made. One man added..."we are counting down on our time can't something be done for us".

I am applauding very loudly the good actions GRF has taken during this time to keep close to 9000 persons, over the age of 55...most of these persons sporting the dangers associated with diabetic problems, heart conditions etc. SAFE. Now that some better conditions are noted...it is time to take other steps to continue to allow these same persons to live.

The book, THE BLUE ZONE, written almost 20 years ago has been acknowledged by the medical community to have merit. That report noted that persons who lived to a long age had certain traits in common. The two largest activities that persons in that category had was the ability to have persons in their daily lives that they that could laugh or cry with. They knew they were NEEDED. If they died, they would be missed...right away. Our current requirements demand isolation....very little personal interaction is allowed.

Suicide rate has increased during this time. We have personally been affected by the suicide or a close friend (not living in leisure world). I am starting to note signs of myself and certain of my close friends to start forgetting more often....WHERE DID I LEAVE MY KEYS....WHAT DID I GO INTO THIS ROOM FOR ETC. Everyone I know are complaining about boredom, overeating, sleeping too much or unable to sleep at all. Basically, we have been isolated for over 7 months and our minds feel like they are starting to shut off.

This committee had the suggestion made to open the amphitheater for religious services but when it was said that the governor said 'no' to amphitheater activities they dropped the suggestion. Why couldn't the clubhouses be opened to the religious services (with the guidelines...masks and social distances) as the governor has allowed for churches. In fact, this meeting was allowed in clubhouse Four with those guidelines noted.

Someone asked if card clubs could began again. These activities allow the brain to be used and has allowed so many of our Leisure World persons to live longer lives. But someone on the committee said that cards or other pieces of equipment needed to play could cause contamination. Actually, medical persons have indicated that the usual means of contamination comes from the nose and mouth secretions (hence wearing masks). One member of the committee suggested club activities could be considered if everyone playing used gloves as well as masks and the larger round tables used. I heard no one on the committee give that suggestion any interest.

I suggest the committee look deeper into what is now needed to keep Leisure World an active senior community.

Marjorie Dodero
President of Pinochle

Hi Kathy

Just to tell
you I hope
you can help
get the fabulous
summer concerts

back when we
can enjoy them

Again Marie Dore
18763 E. Boca
562 248 5069- 16A

From: Margie Thompson <margiethompson98@gmail.com>

Date: September 19, 2020 at 6:29:16 PM PDT

To: Kathleen Rapp <kathleenr@lwsb.com>, Leah Perrotti <lperrotti@lwsb.com>, Irma Heinrichs <iheinrichs@lwsb.com>, Phil Friedman <pfriedman@lwsb.com>, Linda Stone <lstone@lwsb.com>, Marsha Gerber <MarshaGerber2@lwsb.com>, JoAnn Aubin <jaubin@lwsb.com>, "Randy L. Ankeny" <randya@lwsb.com>, "tdeleon@lwsb.com" <tdeleon@lwsb.com>

Cc: Carole Damoci <cdamoci@lwsb.com>, Carol Levine <clevine@lwsb.com>, Janet Isom <jisom@lwsb.com>, Larry Slutsky <lslutsky@lwsb.com>, Lee Melody <lmelody@lwsb.com>, Nick Massetti <nmassetti@lwsb.com>, Paul Pratt <pprat@lwsb.com>, Paula Snowden <psnowden@lwsb.com>, President GRF <president@lwsb.com>, Tony Dodero <tdodero@lwsb.com>, William Thompson <wthompson@lwsb.com>

Subject: KARAOKE AT VETERAN'S PLAZA

September 19, 2020

To: Recreation Committee for October 5, 2020 meeting

Cc: Randy Ankeny, all the Directors, Terry DeLeon

Subject: KARAOKE AT VETERAN'S PLAZA

Our karaoke members are anxious to begin karaoke singing. We ask for use of Veteran's Plaza.

How we plan to keep safe is:

- Bring our own chairs

- Wear masks

- Keep 6 foot distancing

- Keep 10 foot distancing from performer

- Use the disposable microphone sanitary windscreens for each individual singer and sanitize the mics after each use.

Susan Kelleghan, a LW resident and former epidemiologist at Kaiser Hospital, is anxious to restart karaoke singing under the above conditions.

We believe this would be beneficial to LW residents who sing to improve their health and well-being.

Our karaoke members are healthy seniors. We know that our continued good health needs music and some joy in our life. Singing gives us joy!

We look forward to a rapid and positive response to our request for use of Veteran's Plaza.

Margie Thompson, President, Community Karaoke Club

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RECREATION

Friends of the Library, Phase One – Emergency Operational Procedures

1 Due to government restrictions and recommendations brought about by the pandemic, this rule
 2 permits the use of the Friends of The Library facility, during emergency health crises and
 3 incorporates guidelines for at risk senior communities. The GRF will take the following steps
 4 to ensure a safe environment for re-opening the Friends of The Library facility, for limited in-
 5 person activity visits.

6
 7 **Use of this facility is not allowed if you are exhibiting any symptoms of the coronavirus:**
 8 **Mild to severe respiratory illness with fever, cough and difficulty breathing, or other**
 9 **symptoms identified by the CDC; have been in contact with someone with COVID-19 in**
 10 **the last 14 days. Completion of a COVID Survey is required for all GRF members using**
 11 **this facility.**

12
 13 The Recreation Department will make Friends of the Library available for Member usage
 14 under the following restrictions:

15 **1. FACE MASKS**

16
 17
 18 1.1. Wearing a face mask is mandatory. Mask must cover nose and mouth
 19 completely.

20 1.2. Public health authorities recommend the face mask is the minimum
 21 requirement for protection of both the wearer and the people around the
 22 wearer.

23 1.3. A splash shield/face shield does not provide a level of protection to the wearer
 24 and those around them.

25 1.4. A splash shield/face shield may be worn in addition to the required mask.
 26

27 **2. GENERAL LIBRARY REQUIREMENTS.**

28
 29 2.1. Gloves will be available for use by Members and facility volunteers.

30 2.2. Hourly disinfecting of commonly touched surfaces will be done by the on-site
 31 volunteers.

32 2.3. Visits to the facility will be by appointment only.

33 2.4. No more than 3 Members will be allowed inside the facility at one time.

34 2.5. No more than 2 volunteers will be allowed inside the facility at one time.

35 2.6. Each shareholder is limited to visits of thirty minutes.

36 2.7. Physical distancing is required at all times and measures and indicators will be
 37 found within the facility to facilitate this, such as floor markings.

38 2.8. No seating will be provided for Members.



RECREATION

Library, Phase One – Emergency Operational Procedures

1 Due to government restrictions and recommendations brought about by the pandemic, this rule permits
 2 the use of the Library, during emergency health crises and incorporates guidelines for at risk
 3 senior communities. The GRF will take the following steps to ensure a safe environment for re-
 4 opening the Library facility, for limited in-person activity visits.
 5

6 **Use of this facility is not allowed if you are exhibiting any symptoms of the coronavirus:**
 7 **Mild to severe respiratory illness with fever, cough and difficulty breathing, or other**
 8 **symptoms identified by the CDC; have been in contact with someone with COVID-19 in**
 9 **the last 14 days. Completion of a COVID Survey is required for all GRF members using**
 10 **this facility.**

11
 12 The Recreation Department will make the Library available for Member usage under the
 13 following restrictions:
 14

1. FACE MASKS

15
 16
 17 1.1. Wearing a face mask is mandatory. Mask must cover nose and mouth
 18 completely.

19 1.2. Public health authorities recommend the face mask is the minimum requirement
 20 for protection of both the wearer and the people around the wearer.

21 1.3. A splash shield/face shield does not provide a level of protection to the wearer
 22 and those around them.

23 1.4. A splash shield/face shield may be worn in addition to the required mask.
 24

2. GENERAL LIBRARY REQUIREMENTS

25
 26
 27 2.1. Gloves will be available for use by Members and staff.

28 2.2. Hourly disinfecting of commonly touched surfaces, such as the copier, will be
 29 done by the custodial staff.

30 2.3. No more than 6 Members will be allowed inside the library at one time.

31 2.4. Each shareholder is limited to visits of thirty minutes.

32 2.5. Physical distancing is required at all times and measures and indicators will be
 33 found within the library to facilitate this, such as floor markings.

34 2.6. Seating will only be available at computer stations.

35 2.7. Copy service will be available with physical distancing enabled.

36 2.8. Fax service will be available with physical distancing enabled.

37 2.9. Restrooms will be supplied with ample soap for handwashing.

38 2.10. The drinking fountain will not be available for use.



RECREATION

Library, Phase One – Emergency Operational Procedures

39 **2.11.** In-person library programs and events are suspended during this phase.

40 **2.12.** Library materials will be cleaned and disinfected upon their return.

41 **2.13.** Upon opening, the library curbside program may be suspended.

42 **2.14.** Upon opening, the library fees and checkout limits will be reinstated.

43

3. COMPUTER-RELATED REQUIREMENTS

44

45 **3.1.** Access will be limited to thirty minutes and by appointment only.

46 **3.2.** Only three computers will be available for use to facilitate physical distancing.

47 **3.3.** There will be no library provided headphones. Members must bring their own.

48 **3.4.** Computer usage must be purpose-driven, i.e., no solitaire, games, etcetera.

49 **3.5.** Computer surfaces will be cleaned between appointments.

50

4. PERIODICAL RELATED REQUIREMENTS

51

52 **4.1.** Newspapers will not be made available for in-person perusal.

53 **4.2.** Magazines will be available for checkout only and not for in-person perusal.

54

Document History

Adopted: XX XXX 20

Keywords: Library COVID Computer

55

RECREATION

Clubhouse One and Clubhouse Two Poolrooms, Phase One – Emergency Operational Procedures

1 Due to government restrictions and recommendations brought about by the pandemic, this
 2 rule permits the use of the Clubhouse One and Clubhouse Two Poolrooms during emergency
 3 health crises and incorporates guidelines for at risk senior communities. The GRF will take
 4 the following steps to ensure a safe environment for re-opening the Clubhouse One and
 5 Clubhouse Two Poolrooms, for limited in-person activity.

6
 7 **Use of this facility is not allowed if you are exhibiting any symptoms of the**
 8 **coronavirus: Mild to severe respiratory illness with fever, cough and difficulty**
 9 **breathing, or other symptoms identified by the CDC; have been in contact with**
 10 **someone with COVID-19 in the last 14 days. Completion of a COVID Survey is required**
 11 **for all GRF members using this facility.**

12 The Recreation Department will make the Poolrooms available for Member usage under the
 13 following restrictions:

14 **1. FACE MASKS**

15
 16
 17 **1.1.** Wearing a face mask is mandatory. Mask must cover nose and mouth
 18 completely.

19 **1.2.** Public health authorities recommend the face mask is the minimum
 20 requirement for protection of both the wearer and the people around the
 21 wearer.

22 **1.3.** A splash shield/face shield does not provide a level of protection to the
 23 wearer and those around them.

24 **1.4.** A splash shield/face shield may be worn in addition to the required mask.

25
 26 **2.** The Custodian will open the room to members, on a first come, first served basis.

27 **3.** The Pool rooms are open Monday through Friday, between the hours of 8:00 a.m. to
 28 3:00 p.m.

29 **4.** Members must sign in with the Custodian and provide their ID card.

30 **5.** Only GRF members may participate; no guests or spectators are permitted.

31 **6.** A maximum of 2 pool tables may be used at a time during the designated hours for
 32 up to 2 hours per player.

33 **7.** Players must provide their own cue stick or wear gloves.

34 **8.** GRF cue sticks will be removed from the room but may be checked out with the
 35 custodian to ensure sanitization.

36 **9.** The Custodian will sanitize all surfaces after use.

37

(XXX 20)



RECREATION

Clubhouse One and Clubhouse Two Poolrooms, Phase One – Emergency Operational Procedures

- 38 **10.** Six (6) foot distancing is required at all times.
- 39 **11.** All Members are subject to the GRF Code of Conduct and violations may result in
- 40 penalties, including loss of privileges and/or fines.

41

Document History

Adopted: XX XXX 20

Keywords: Clubhouse Clubhouse Poolroom COVID
 One Two

42



RECREATION

Clubhouse One and Clubhouse Two Woodshops, Phase One - Emergency Operational Procedures

1 Due to government restrictions and recommendations brought about by the pandemic,
 2 this rule permits the use of the Clubhouse One and Clubhouse Two Woodshops during
 3 emergency health crises and incorporates guidelines for at risk senior communities. The
 4 GRF will take the following steps to ensure a safe environment for re-opening the
 5 Clubhouse One and Clubhouse Two Woodshops, for limited in-person activity.
 6

7 **Use of this facility is not allowed if you are exhibiting any symptoms of the**
 8 **coronavirus: Mild to severe respiratory illness with fever, cough and difficulty**
 9 **breathing, or other symptoms identified by the CDC; have been in contact with**
 10 **someone with COVID-19 in the last 14 days. Completion of a COVID Survey is**
 11 **required for all GRF members using this facility.**

12 The Recreation Department will make the Woodshops available for Member usage under
 13 the following restrictions:
 14

15 **1. FACE MASKS**

16
 17 **1.1.** Wearing a face mask is mandatory. Mask must cover nose and mouth
 18 completely.

19 **1.2.** Public health authorities recommend the face mask is the minimum
 20 requirement for protection of both the wearer and the people around the
 21 wearer.

22 **1.3.** A splash shield/face shield does not provide a level of protection to the
 23 wearer and those around them.

24 **1.4.** A splash shield/face shield may be worn in addition to the required mask.

25 **2.** The Supervisor will open the woodshop to members, on a first come, first served
 26 basis.

27 **3.** Providing a Supervisor is available, the woodshops are open Monday through
 28 Friday, between the hours of 8:00 a.m. to 3:00 p.m.

29 **4.** A maximum of 3 members plus a Supervisor may use the room at any given time.

30 **5.** Members must sign in with the Supervisor and provide their ID card.

31 **6.** Only GRF members may participate; no guests are permitted.

32 **7.** The Custodian will sanitize all surfaces after use.

33 **8.** Six (6) foot distancing is required at all times.

34 **9.** All Members are subject to the GRF Code of Conduct and violations may result
 35 in penalties, including loss of privileges and/or fines.



RECREATION

Clubhouse One and Clubhouse Two Woodshops, Phase One - Emergency Operational Procedures

Document History

Adopted: XX XXX 20

Keywords: Clubhouse One Clubhouse Two Woodshop COVID

38



RECREATION

Clubhouse Three Sewing Room, Phase One – Emergency Operational Procedures

1 Due to government restrictions and recommendations brought about by the pandemic,
 2 this rule permits the use of the Clubhouse Three Sewing Room during emergency health
 3 crises and incorporates guidelines for at risk senior communities. The GRF will take the
 4 following steps to ensure a safe environment for re-opening the Clubhouse Three Sewing
 5 Room, for limited in-person activity.

6
 7 **Use of this facility is not allowed if you are exhibiting any symptoms of the**
 8 **coronavirus: Mild to severe respiratory illness with fever, cough and difficulty**
 9 **breathing, or other symptoms identified by the CDC; have been in contact with**
 10 **someone with COVID-19 in the last 14 days. Completion of a COVID Survey is**
 11 **required for all GRF members using this facility.**

12
 13 The Recreation Department will make the Clubhouse Three Sewing Room available for
 14 Member usage under the following restrictions:

16 **1. FACE MASKS**

17 **1.1.** Wearing a face mask is mandatory. Mask must cover nose and mouth
 18 completely.

19 **1.2.** Public health authorities recommend the face mask is the minimum
 20 requirement for protection of both the wearer and the people around the
 21 wearer.

22 **1.3.** A splash shield/face shield does not provide a level of protection to the
 23 wearer and those around them.

24 **1.4.** A splash shield/face shield may be worn in addition to the required
 25 mask.

26 **2.** All reservations must be made through the Recreation Department by emailing
 27 reservationoffice@lwsb.com or telephone.

28 **3.** Reservations are limited to 2 hours, Monday through Friday, no more than once
 29 a week, between the hours of 8:00 a.m. and 3:00 p.m.

30 **4.** Priority will be given to Members making masks or their components for the
 31 Community, who may reserve time twice a week.

32 **5.** A kit containing components necessary to use the sewing machines may be
 33 purchased from the Recreation Department.

34 **6.** Courtesy sewing kits will be available on loan to mask makers only.

35 **7.** A maximum of 3 people may use the room at any given time.

36 **8.** Members must sign in and sign out with the Custodian and provide their ID card.



RECREATION

Clubhouse Three Sewing Room, Phase One – Emergency Operational Procedures

- 37 **9.** The Custodian will sanitize all surfaces and machine parts after each reservation.
- 38 **10.** Six (6) foot distancing is required at all times.
- 39 **11.** Members will be spaced at every other machine at a minimum.
- 40 **12.** One member at a time may use the cutting table.
- 41 **13.** Only GRF members may participate; no guests are permitted.
- 42 **14.** All Members are subject to the GRF Code of Conduct and violations may result
- 43 in penalties, including loss of privileges and/or fines.
- 44

Document History

Adopted: XX XXX 20

Keywords: Clubhouse Sewing COVID
 Three Room

45



RECREATION

Art Room, Phase One – Emergency Operational Procedures

1 Due to government restrictions and recommendations brought about by the pandemic,
 2 this rule permits the use of the Art Room during emergency health crises and incorporates
 3 guidelines for at risk senior communities. The GRF will take the following steps to ensure
 4 a safe environment for re-opening the Art Room, for limited in-person activity.
 5

6 **Use of this facility is not allowed if you are exhibiting any symptoms of the**
 7 **coronavirus: Mild to severe respiratory illness with fever, cough and difficulty**
 8 **breathing, or other symptoms identified by the CDC; have been in contact with**
 9 **someone with COVID-19 in the last 14 days. Completion of a COVID Survey is**
 10 **required for all GRF members using this facility.**
 11

12 The Recreation Department will make the Art Room available for Member usage under
 13 the following restrictions:
 14

1. FACE MASKS

16 **1.1.** Wearing a face mask is mandatory. Mask must cover nose and mouth
 17 completely.
 18

19 **1.2.** Public health authorities recommend the face mask is the minimum
 20 requirement for protection of both the wearer and the people around the
 21 wearer.

22 **1.3.** A splash shield/face shield does not provide a level of protection to the
 23 wearer and those around them.

24 **1.4.** A splash shield/face shield may be worn in addition to the required mask.
 25

26 **2.** The Supervisor will open the room to members, on a first come, first served
 27 basis.

28 **3.** The Art room is open Monday through Friday, between the hours of 8:00 a.m. to
 29 3:00 p.m.

30 **4.** A maximum of 6 members plus a supervisor may use the room at any given time.

31 **5.** Members must sign in with the supervisor and provide their ID card.

32 **6.** Only GRF members may participate; no guests are permitted.

33 **7.** The Custodian will sanitize all surfaces after use.

34 **8.** Six (6) foot distancing is required at all times.

35 **9.** All Members are subject to the GRF Code of Conduct and violations may result
 36 in penalties, including loss of privileges and/or fines.
 37
 38
 39



RECREATION

Art Room, Phase One – Emergency Operational Procedures

Document History

Adopted: XX XXX 20

Keywords: Requirements COVID Mask Splash Shield/ Art Room
Face Shield

40



RECREATION

Ceramics Room, Phase One – Emergency Operational Procedures

1 Due to government restrictions and recommendations brought about by the pandemic,
 2 this rule permits the use of the Ceramics Room during emergency health crises and
 3 incorporates guidelines for at risk senior communities. The GRF will take the following
 4 steps to ensure a safe environment for re-opening the Ceramics Room, for limited in-
 5 person activity.

6
 7 **Use of this facility is not allowed if you are exhibiting any symptoms of the**
 8 **coronavirus: Mild to severe respiratory illness with fever, cough and difficulty**
 9 **breathing, or other symptoms identified by the CDC; have been in contact with**
 10 **someone with COVID-19 in the last 14 days. Completion of a COVID Survey is**
 11 **required for all GRF members using this facility.**

12
 13 The Recreation Department will make the Ceramics Room available for Member usage
 14 under the following restrictions:

16 **1. FACE MASKS**

17
 18 **1.1.** Wearing a face mask is mandatory. Mask must cover nose and mouth
 19 completely.

20 **1.2.** Public health authorities recommend the face mask is the minimum
 21 requirement for protection of both the wearer and the people around the
 22 wearer.

23 **1.3.** A splash shield/face shield does not provide a level of protection to the
 24 wearer and those around them.

25 **1.4.** A splash shield/face shield may be worn in addition to the required mask.

26 **2.** The Supervisor will open the room to members, on a first come, first served
 27 basis.

28 **3.** The Ceramics room is open Monday through Friday, between the hours of 8:00
 29 a.m. to 3:00 p.m. The kilns may be operated after closing Friday and before
 30 opening Monday by a designated person.

31 **4.** A maximum of 6 members plus a Supervisor may use the room at any given time.

32 **5.** Members must sign in with the Supervisor and provide their ID card.

33 **6.** Only GRF members may participate; no guests are permitted.

34 **7.** The Custodian will sanitize all surfaces after use.

35 **8.** Six (6) foot distancing is required at all times.

36 **9.** All Members are subject to the GRF Code of Conduct and violations may result
 37 in penalties, including loss of privileges and/or fines.



RECREATION

Ceramics Room, Phase One – Emergency Operational Procedures

Document History

Adopted: XX XXX 20

Keywords: Requirements COVID Mask Splash Shield/
Face Shield Ceramics

39



RECREATION

Lapidary Room, Phase One – Emergency Operational Procedures

1 Due to government restrictions and recommendations brought about by the pandemic,
 2 this rule permits the use of the Lapidary Room during emergency health crises and
 3 incorporates guidelines for at risk senior communities. The GRF will take the following
 4 steps to ensure a safe environment for re-opening the Lapidary Room, for limited in-
 5 person activity.

6
 7 **Use of this facility is not allowed if you are exhibiting any symptoms of the**
 8 **coronavirus: Mild to severe respiratory illness with fever, cough and difficulty**
 9 **breathing, or other symptoms identified by the CDC; have been in contact with**
 10 **someone with COVID-19 in the last 14 days. Completion of a COVID Survey is**
 11 **required for all GRF members using this facility.**

12
 13 The Recreation Department will make the Lapidary Room available for Member usage
 14 under the following restrictions:

16 **1. FACE MASKS**

17
 18 **1.1.** Wearing a face mask is mandatory. Mask must cover nose and mouth
 19 completely.

20 **1.2.** Public health authorities recommend the face mask is the minimum
 21 requirement for protection of both the wearer and the people around the
 22 wearer.

23 **1.3.** A splash shield/face shield does not provide a level of protection to the
 24 wearer and those around them.

25 **1.4.** A splash shield/face shield may be worn in addition to the required mask.

26 **2.** The Supervisor will open the room to members, on a first come, first served
 27 basis.

28 **3.** The Lapidary Room is open Monday through Friday, between the hours of 8:00
 29 a.m. to 3:00 p.m. The kilns may be operated after closing Friday and before
 30 opening Monday by a designated person.

31 **4.** A maximum of 3 members plus a Supervisor may use the room at any given time.

32 **5.** Members must sign in with the Supervisor and provide their ID card.

33 **6.** Only GRF members may participate; no guests are permitted.

34 **7.** The Custodian will sanitize all surfaces after use.

35 **8.** Six (6) foot distancing is required at all times.

36 **9.** All Members are subject to the GRF Code of Conduct and violations may result
 37 in penalties, including loss of privileges and/or fines.



RECREATION

Lapidary Room, Phase One – Emergency Operational Procedures

Document History

Adopted: XX XXX 20

Keywords: Requirements COVID Mask Splash Shield/
Face Shield Lapidary

39



RECREATION

Veterans Plaza, Phase Two – Emergency Operational Procedures

1 The California Department of health defines a “gathering” as any event or convening that
 2 brings together people in a single room or single space at the same time, such as an
 3 auditorium, stadium, arena, large conference room, meeting hall, cafeteria, or any other
 4 indoor or outdoor space.

5
 6 Due to government restrictions and recommendations brought about by the pandemic,
 7 this rule permits the use of the Veterans Plaza during emergency health crises and
 8 incorporates guidelines for at risk senior communities. The GRF will take the following
 9 steps to ensure a safe environment for re-opening the Veterans Plaza, for limited in-
 10 person activity.

11
 12 **Use of this facility is not allowed if you are exhibiting any symptoms of the**
 13 **coronavirus: Mild to severe respiratory illness with fever, cough and difficulty**
 14 **breathing, or other symptoms identified by the CDC; have been in contact with**
 15 **someone with COVID-19 in the last 14 days. Completion of a COVID Survey is**
 16 **required for all GRF members using this facility.**

17
 18 The Recreation Department will make the Veterans Plaza available for Member usage
 19 under the following restrictions:

20 21 **1. FACE MASKS**

22
 23 **1.1.** Wearing a face mask is mandatory. Mask must cover nose and mouth
 24 completely.

25 **1.2.** Public health authorities recommend the face mask is the minimum
 26 requirement for protection of both the wearer and the people around the
 27 wearer.

28 **1.3.** A splash shield/face shield does not provide a level of protection to the
 29 wearer and those around them.

30 **1.4.** A splash shield/face shield may be worn in addition to the required mask.

31 32 **2. VOCAL GROUPS**

33
 34 The Recreation Department has made Veterans Plaza available for exercise and
 35 dance clubs, in good standing in Phase One. In consideration of Covid-19
 36 restrictions permitting gatherings in outdoor venues, GRF will reserve space to
 37 gather in Veterans Plaza for qualifying vocal clubs during Phase Two under the
 38 following conditions:

39
 40 **2.1.** All reservations must be made through the Recreation Department by
 41 emailing reservationoffice@lwsb.com or telephone.



RECREATION

Veterans Plaza, Phase Two – Emergency Operational Procedures

- 42 **2.1.1.** Reservations are limited to 90 minutes, Monday through Friday,
 43 no more than once a week, from 8:00 a.m. to 4 p.m. This is the
 44 time frame when staff is available for sanitization and monitoring
 45 of activities.
- 46 **2.1.2.** Reservations may be preempted by GRF for special events.
- 47 **2.1.3.** In case of multiple similar clubs requesting a reservation,
 48 remaining time will be awarded by lottery.
- 49 **2.1.4.** The Recreation Department determines by their discretion, if a
 50 particular activity is appropriate for this venue.
- 51 **2.1.5.** No unscheduled event will be allowed at any time.
- 52
- 53 **2.2.** Participation is solely at participants own risk.
- 54 **2.3. Masks and 6-foot distancing are required at all times by all attendees.**
- 55 **2.4.** Singers may remove masks **only** while performing **solo** from the stage.
- 56 **2.5.** Microphones must be sanitized between users and use disposable
 57 microphone covers which will provided by the club.
- 58 **2.6.** No physical contact between participants is allowed.
- 59 **2.7.** Group sizes may be required to be reduced to meet social distancing
 60 guidelines.
- 61 **2.8.** Only GRF members may participate; no guests are permitted.
- 62 **2.9.** Staff may request to see participant’s GRF ID at any time.
- 63 **2.10.** All classes are self-managed and must provide their own equipment.
- 64 **2.11.** Chairs, properly spaced, will be provided by GRF.
- 65 **2.12.** Clubhouse Three restrooms will be available through the lobby and no
 66 more than 2 people are permitted in either restroom at a time.
- 67 **2.13.** Members should bring sanitizer or wear gloves.
- 68 **2.14.** The custodial contractor will sanitize all touch surfaces after each event.
- 69 **2.15.** All Members are subject to the GRF Code of Conduct and violations may
 70 result in penalties, including loss of privileges and/or fines.
- 71

3. RELIGIOUS ORGANIZATIONS

72 The Recreation Department has made Veterans Plaza available for exercise and
 73 dance clubs, in good standing in Phase One. In consideration of Covid-19
 74 restrictions permitting gatherings in outdoor venues, GRF will reserve space to
 75
 76



RECREATION

Veterans Plaza, Phase Two – Emergency Operational Procedures

- 77 gather in Veterans Plaza for qualifying religious groups (no religious study groups
78 are eligible) during Phase Two under the following conditions:
79
- 80 **3.1.** All reservations must be made through the Recreation Department by
81 emailing reservationoffice@lwsb.com or telephone.
- 82 **3.1.1.** Reservations are limited to 90 minutes, Monday through Friday,
83 no more than once a week, from 8:00 a.m. to 4 p.m. This is the
84 time frame when staff is available for sanitization and monitoring
85 of activities.
- 86 **3.1.2.** Reservations may be preempted by GRF for special events.
- 87 **3.1.3.** In case of multiple similar clubs requesting a reservation,
88 remaining time will be awarded by lottery.
- 89 **3.1.4.** The Recreation Department determines by their discretion, if a
90 particular activity is appropriate for this venue.
- 91 **3.1.5.** No unscheduled event will be allowed at any time.
- 92 **3.2.** Participation is solely at participants own risk.
- 93 **3.3. Masks and 6-foot distancing are required at all times by all attendees.**
- 94 **3.4.** Officiant may remove mask **only** while speaking **solo** from the stage.
- 95 **3.5.** Microphones must be sanitized between users and use disposable
96 microphone covers which will provided by the organization.
- 97 **3.6.** Singing will be permitted as long as masks are worn.
- 98 **3.7.** No physical contact between participants is allowed.
- 99 **3.8.** Congregants must supply their own prayer book, hymnal, or other worship
100 items.
- 101 **3.9.** GRF will be provide a podium and portable sound system with a
102 microphone.
- 103 **3.10.** Passing of communion trays will be permitted.
- 104 **3.11.** No collection(s) will be taken onsite, but a receptacle may be provided.
- 105 **3.12.** Group sizes may be required to be reduced to meet social distancing
106 guidelines.
- 107 **3.13.** Only GRF members may participate; no guests are permitted.
- 108 **3.14.** Staff may request to see participant's GRF ID at any time.
- 109 **3.15.** Chairs, properly spaced, will be provided by GRF.

