



DATE: 29 MAY 2020

RE: COVID-19 TASK FORCE RETURN TO WORKSHIP; STEP 1 RECOMMENDATION

TO: Lead Pastor Philip McVay, SUMC Lead Team

FROM: COVID-19 TASK FORCE TEAM

FINAL

Angie Turnbow

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Dr. Brad Bradford

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Dr. Howard Goodpaster

Ed Keller

Church Security

Terry Rowe

Angelina Savage, RN

RECOMMENDATION STATEMENT

The "Return to Worship Recommendation; Step 1" was made through a collaborative effort with all members of the COVID-19 Task Force. Extensive research, study and discussion were given to each part of the recommendation. The supporting documents (attached) are findings which lead to the final recommendation.

Update to Recommendation: Changes in red reflect updates made by the church Lead Team and Pastor Philip, prior to approval.

DATE - RETURN TO WORSHIP STEP 1: ~~SUNDAY, 05 JULY 2020~~ **SUNDAY, 21 JUNE 2020**

The Alabama-West Florida Conference COVID-19 Task Force in conjunction with the AWF cabinet and Conference Bishop recommend July 5, 2020 as the earliest date for returning to in-person worship. The "Minimum Guidelines for Returning to In-person Worship" were set on 12 May 2020. Supporting documents attached.

CHURCH READINESS: **SUNDAY, 07 JUNE 2020**

All items on the "Minimum Guidelines for Returning to In-person Worship" were assigned to two or more task force members with expertise in the areas of consideration. Thorough research and study were completed to confirm all steps meet or exceed each guideline, respectively. All guidelines have been addressed and will align with the return to service standards. Supporting documents attached.

MINIMUM GUIDELINES - RESPONSES:

FACILITY – CAPACITY LIMITATIONS (with social distancing):

- FLC Maximum Capacity: 100
- Sanctuary Maximum Capacity: 80
- A reservation system (Eventbrite) will be implemented to manage capacity numbers and attendance records.
- A health notice and disclaimer (Shalimar UMC specific) will be posted on the church website, Beacon, Eventbrite reservation form and social media applications. The notice will include mask recommendations, temperature check process, and other related information.
- Bathrooms: Limited to 2 people at a time, signs to be posted and self-monitoring encouraged.

FACILITY – SUPPLY INVENTORY

- Adequate disinfectant supplies, supplemental masks and touchless thermometers will be available on the ready or return date.
- Clergy, staff and volunteers will wear masks. Masks will be recommended to congregation, but not required. Congregation will be instructed to bring their own mask.
- Necessary COVID-19 Signs will be placed around campus and noted at bathrooms. Water fountains will be closed. Food and Drinks will be prohibited.
- Proper sanitation will be scheduled before each service. Additional sanitation will be coordinated for back to back services.
- Hand sanitizer will be available at all entrance areas and key points throughout the buildings.

FACILITY – OTHER

- All Hymnals, Bibles and paper will be removed from the pews.
- Offerings will be dropped in a designated location box, and picked up by a finance member at the end of each service.
- Communion will be offered in a touchless manner.
- Volunteers will be trained on the touchless temperature check process and response for temperatures found above medically recommended standards.

WORSHIP – STEP SCHEDULE

- ~~Sunday, 28 JUN 2020:~~ **Sunday, 14 JUN 2020:** Test/Volunteer Training. **8:00 AM in Sanctuary** & 11:07 AM Service in FLC. (Rehearsal/Run Though, Staff and Volunteers only. Volunteers may include a specified number of worshipers to enhance rehearsal process.)
- ~~Sunday, 05 JUL 2020:~~ **Sunday, 21 JUN 2020:** Official return to service date. One or more service(s) may be scheduled. Time(s) and location(s); to be determined by Lead Pastor and Worship Pastor.
- Multiple services: Time(s) and location(s); Sanctuary and/or FLC to be determined by Lead Pastor and Worship Pastor. Times may be slightly adjusted to meet sanitation needs.

- ***Dates and times are subject to change based on church leadership directives.***
- Livestream to continue for all services.

WORSHIP – SERVICE COMPONENTS

- Freedom Praise Team and Band, Connect Praise Team and Chancel Choir to be scheduled weekly based on the recommendation of the head Worship Pastor.
- Length of service, schedule and worship components to be determined weekly by the Lead Pastor and Worship Pastor.
- Orderly entry and exit of attendees will be directed by the Worship Pastor and with the assistance of volunteers.

VOLUNTEERS

- The number of volunteers required to restart on-campus worship is based on meeting the minimum guideline standards.
- The anticipated number of volunteers willing to serve were obtained through the results of the SUMC member online questionnaire. Results show an adequate number of volunteers are available to meet all worship service needs.
- Upon approval of the Step 1 recommendation, contact with member volunteers will be initiated.

HEALTH & MEDICAL OUTLOOK

- State and County health department COVID-19 medical reports/numbers to be monitored. Once the Task Force recommendation plan is underway, any significant increase in COVID-19 cases will be reviewed and discussed by the Lead Pastor, Lead Team and Task Force medical members. Adjustments to schedules or services to be determined.

STATE AND LOCAL OFFICIALS

- Okaloosa County Deputy has been scheduled for return to worship reopening.
- Communication updates coordinated with Okaloosa County, District 2 representative Carolyn Ketchel and SUMC Security, Ed Keller. Local COVID-19 updates to be monitored and if warranted, information will be relayed to the Lead Pastor and Lead Team.