



# VAIL INTERFAITH CHAPEL

— 50 Years —

## Plan for reopening of the Vail Interfaith Chapel

### Vail Religious Foundation (VRF)

Policy for resumption of religious services at the Vail Interfaith Chapel

Effective June 1, 2020

**Summary:** On Monday, May 25<sup>th</sup> 2020, Eagle County issued a revised standing Public Health Order, enabling gatherings of up to 50 people in “discreet and segregated” areas, given full compliance with all the other provisions of the Public Health Order. In anticipation of this, the VRF Board of Directors unanimously approved a motion allowing for the resumption of religious services at the Vail Chapel beginning on June 1<sup>st</sup>, 2020 contingent on approval by the board of directors of facility use guidelines, and upon written agreement of any group using the facility to fully abide by these guidelines. This document constitutes these approved guidelines.

**Agreement:** As a member congregation of the Vail Interfaith Chapel, or the responsible person for any religious service or event sponsored by a member congregation or the VRF, we agree to fully comply with the following guidelines and restrictions.

- I. We have read and agree to abide by the [Eagle County May 25<sup>th</sup>, 2020 Standing Public Health Order](#). It is the responsibility of each congregation to understand and appropriately apply the relevant sections of this document as it relates to your religious gatherings.
- II. The following documents are highly encouraged additional guidelines and resources as congregations prepared to resume their services.
  - A. [Eagle County Business Communication Guide](#)
  - B. [Eagle County Interim Places of Worship Guidance](#)
  - C. [Eagle County Public Restroom Cleaning Guidance](#)
  - D. [Eagle County COVID-19 Business Toolkit](#)
  - E. [Eagle County Public Health Face Covering Guidance](#)
  - F. [Colorado Department of Public Health Cleaning Guidance](#)
  - G. [CDC Interim Guidance for Communities of Faith](#)
  - H. [CDC “People Who Are at Higher Risk for Severe Illness”](#)
  - I. [CDC COVID-19 Symptoms](#)
- III. We understand and agree that the Vail Religious Foundation is unable to certify the health and safety of anyone accessing and using the Vail Interfaith Chapel. Regarding the risk of exposure to the COVID-19 virus, the Vail Interfaith Chapel is NOT a zero-risk environment.
- IV. Given the above, we understand and agree to the following:
  - A. Any persons with symptoms of COVID-19 shall not enter the Vail Interfaith Chapel, or participate in any event on the Chapel property (both indoors and outdoors).

- B. Symptoms of COVID-19, as defined in the Eagle County Public Health Order, can include headache, sore throat, fever, dry cough, inability to taste and smell, shortness of breath, ear aches, body aches, diarrhea, fatigue, vomiting, and abdominal pain. (See link above for further CDC COVID-19 symptoms)
  - C. Persons with underlying health conditions or at higher risk for severe illness will be strongly encouraged not to attend services. See link above for CDC guidance.
  - D. The VRF strongly recommends that all congregations require the wearing of non-medical face coverings for all services and gatherings inside the Vail Interfaith Chapel.
  - E. Enforce all social distancing protocols as outlined in the Eagle County Public Health Order. Specifics of how this relates to the unique setting of the Vail Interfaith Chapel are outlined below.
  - F. No food/snack or drink (such as coffee) service is allowed at this time.
  - G. Implement touchless offering and communion options as much as possible.
  - H. Congregations are encouraged to minimize congregational singing.
  - I. Ultimately, it is the personal responsibility of all attendees at the Vail Interfaith Chapel to practice social distancing, personal sanitization, and all behaviors appropriate to protect themselves from exposure to the COVID-19 virus.
- V. Responsibilities of all INCOMING congregations and services accessing the Vail Interfaith Chapel.
- A. Provide cleaning and disinfecting to a minimum of the following areas and surfaces (following Colorado Department of Public Health Cleaning Guidance)
    - 1. All door handles and surfaces required for opening of doors necessary to access the permitted areas of the building.
    - 2. Push-bar hardware on emergency exit door of north chapel hallway.
    - 3. Any wooden surfaces of pews and chairs that will be touched by people as they sit down or stand up. Specifically:
      - a) Touched surfaces of the wooden end caps of the pews
      - b) Top wooden rails of the pews, both of the pew being used and the pew in front (as people use this rail to pull themselves to a standing position)
    - 4. All touchable surfaces of the accessible restrooms. See link above for Eagle County Public Restroom cleaning guidance.
    - 5. If loft is utilized for seating:
      - a) Hand-rails of stairs leading to loft.
      - b) Touched door handles and surfaces, and all handrails, for the stairway from the loft to the side building exit.
    - 6. All surfaces of any tables used for the service (such as the stage/altar table and foyer tables)
    - 7. All touched surfaces of the large wooden pulpit or movable metal podium, if used.
    - 8. Sacristy door handles, countertop, chair, and any surfaces used or touched.
    - 9. Piano keyboard, seat, and any touched surface. To clean piano keyboard, dampen paper towel with disinfectant spray. Do not spray cleaner directly onto the keyboard.
    - 10. Balcony sound board, if accessed. To clean soundboard, dampen paper towel with disinfectant. Do not spray cleaner directly onto the soundboard.
    - 11. Any sound equipment utilized such as the pulpit microphone, wireless microphones, lav belt packs and lapel mics, microphone stands, and music stands. (Note: see additional requirements for sound equipment below.)

- B. Enforce following restrictions on building access for all service attendees:
1. The lower level of the building shall remain completely closed, with the exception of access to the rest rooms only.
  2. The loft should be closed unless being specifically opened for additional seating.
  3. The north chapel hallway shall be limited to only provide attendee access to the exit.
- C. **Based on seating limitations (described below), enforce the following maximum number of people in the chapel:**
1. Main chapel seating area (central pews): **Maximum of 50 people.** (15 to 25 people per side, depending on household make up.)
  2. Side chapel : **Maximum of seven people** in chairs spaced a minimum of six feet apart.
  3. **NOTE! The main pews and side chapel together may seat a combined maximum of 50 people.** This is because the side chapel is LESS than 20 feet from the main seating area.
  4. Loft seating: **Maximum of 10 people.** The loft seating may be in addition to the maximum of 50 people on the main level, only under the following conditions:
    - a) Loft is closed until lower level congregation is completely seated, then opened for additional people to enter the chapel, moving directly to the loft.
    - b) Exiting at the close of the service is via the side door closest to the creek.
  5. Presider and musicians should be included as part of the 50 person maximum, unless they remain on the stage, 20 feet away from the congregation, and utilize the side hallway for access and exiting.
- D. Maximum seating in pews to provide social distancing limitations:
1. Main level chapel pews, per pew.
    - a) Maximum of three individuals from different households (each end and center of pew)
    - b) Maximum of five individuals from two separate households (two on one end and three on the other end, OR, four on one end and one on the other end)
    - c) Pews may only seat more than five individuals if all from the same household.
    - d) Every other pew shall not be used. Pews shall be marked as open and closed.
  2. Side chapel- Closed for the month of June
  3. Loft pews, per pew
    - a) Same as main level pews. Front pew shall not be used.
  4. Speakers and singing musicians should speak and perform from the stage, maintaining a distance of at least 15' from their location to the first row of the congregation (subject to liturgical tradition)
- E. The lower level of the chapel is not open to the public, (with the exception of the restrooms.) It will be taped off for any usage, including the kitchen area.
- F. Usage of sound equipment. Presider, musicians, or volunteers setting up sound equipment shall:
1. Utilize only the wireless hand-held microphone assigned to your congregation. If you will need more than one wireless handheld microphone for your service, you must call Patrick Zimmerman at 970-471-1275 to make arrangements.
  2. If you utilize the lav beltpack, it is highly recommended that you use your own cord/lapel clip/headset. If you use the lav cord/lapel clip, carefully clean with disinfectant wipe before and after use. Be sure to clean the beltpack with disinfectant.

G. Use of restrooms.

1. Encourage your congregation to refrain from usage of the restroom. If it is used, clearly state that posted sanitization steps must be followed. These steps will be posted on the inside the restroom and shall state:
  - a) Using disinfectant spray or similar and paper towels, wipe down any surface you touch after use.
  - b) Wash hands thoroughly with soap and water before returning to the service.
  - c) Use hand-towel to open restroom door when exiting, leave door open.
  - d) Dispose of wipes and paper hand-towels in provided trash cans.
  - e) Only one person in the restroom at a time

H. Placement of signage at building entry.

1. The Chapel will provide 'sandwich board' signage that should be placed, clearly visible, at the building entry prior to arrival of any service attendees. This signage shall communicate:
  - a) All attendees certify that they have no COVID-19 symptoms.
  - b) All attendees agree to adhere to social distancing requirements (minimum of 6' between non household members)
  - c) All attendees understand that the chapel is NOT a zero risk environment! Personal responsibility is paramount!
  - d) Face coverings may be required by your congregation, and are strongly recommended.
  - e) Maximum of 50 people allowed in the chapel.
2. Placement of Eagle County Signage on wall or table signage in foyer.
  - a) Phase poster (currently blue square phase 2)
  - b) 5 Commitments of containment poster
  - c) Eagle County Social Distance Protocol Form
  - d) Eagle County Public Health Order Compliance Poster

I. Minimization of multi-touch surfaces.

1. All common Bibles, pens, and fliers shall be removed from the chapel seating areas.
2. Use of hymnals and any other multi-touch literature or books is discouraged.
3. Congregations shall arrange for non-touch offering alternatives or online giving.
4. Bulletins should not be distributed, nor should there be any literature available for people to take. This information can be uploaded from each congregation.
5. All worship aids, contribution envelopes or visitor cards must be single-use for each service and must be disposed of after services before leaving the chapel.

J. Minimum procedures for building entry and exiting

1. Attendees shall adhere to social distancing as they enter and exit the building
2. Avoid any 'bunching up' or gathering in the church foyer. Attendees should move directly to their seating.
3. If necessary, congregations are encouraged to have volunteers to help people move to the appropriate seating for their group size.
4. Service leadership shall dismiss the congregation in an orderly fashion that allows for social distancing.
5. If the loft is used for seating, attendees shall exit using the side loft exit stairway.

K. Contact Tracking

1. All attendees must register their attendance at each service. This can be done by ushers at the entrance (see attached form.) Please record and keep attendance sheet in your congregation. This information will remain confidential and will not be shared. It will only be used should we need to follow up if any cases involving the chapel occur.

VI. Responsibilities of the VRF/ Vail Interfaith Chapel

- A. Mid-week deep clean. The VRF housekeeping staff will provide a deep clean of the chapel twice per week. This clean includes at least the following:
  1. All cleaning and disinfecting described in section 5.A above
  2. Disinfecting wipe-down of all remaining and touchable surfaces in the chapel sanctuary, side chapel, loft, cry-room, and entry-exit ways, including window operating hardware and light switches.
  3. Thorough disinfecting clean of above identified restrooms.
  4. Vacuuming of all carpeted floor surfaces in chapel sanctuary, loft, side chapel, and cry-room, and foyer.
  5. Disinfecting clean of sacristy, including all touchable surfaces, door, and floor. Interior of congregation cabinets will not be cleaned.
- B. Given supply availability, the Chapel will provide bottles of hand-sanitizer, disinfectant spray, paper towels. These will be kept in the sacristy. Congregations utilizing these supplies must return them to the sacristy after their service. Recommended placement:
  1. Pump bottle of hand sanitizer: Place in visible and accessible location at Chapel entry, and in restrooms.
  2. Paper towels and disinfectant spray: In restrooms.
  3. Paper towels and disinfectant spray for sanitizing of sound equipment.
- C. The VRF will communicate to the member congregations regarding any changes to these protocols, or any changing information about the chapel.

As representative of the following VRF member congregation, we affirm and agree to abide by the requirements and guidelines of this document before returning to any in-person religious gathering at the Vail Interfaith Chapel.

Congregation name: \_\_\_\_\_

Date: \_\_\_\_\_

Signer's printed name: \_\_\_\_\_

Signature: \_\_\_\_\_