

Camp de Benneville Pines

COVID-19 Response Plan

June 10, 2022



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1. INTRODUCTION

This COVID-19 Response Plan outline steps to take to prevent infection or respond to an infection. As we (Camp de Benneville Pines, hereafter known as Camp) work through the challenges created by the COVID-19 pandemic, the health and safety of our employees, volunteers, customers, and partners are our top priority. Staff is required to attend personnel meetings to be updated about Covid-19 developments and the measures necessary to combat it, including various health and safety precautions such as social distancing and face coverings. As the status of the Covid epidemic changes, further updates and procedures will be incorporated into this plan, including modifications to those procedures already implemented.

Vaccinations for the COVID-19 coronavirus are widely available. They are free. All people attending youth camps must be vaccinated, as this is now the best and safest method to prevent the COVID-19 disease from infecting individuals, their families, their friends, and society at large. Two weeks after a person has successfully received the Johnson-Johnson vaccine, or the second dose of the Pfizer or Moderna vaccine that person is considered fully vaccinated.

2. COVID PREVENTION GUIDELINES

A. Health and Hygiene:

- a. Wash your hands often with soap and water for at least 20 seconds, after going to the bathroom, before eating, and after blowing your nose, coughing, or sneezing.
- b. If soap and water are not readily available, use an alcohol-based hand sanitizer with at least 60% alcohol.
- c. Wash your hands after touching eyes, nose, and mouth.
- d. Avoid close contact with (being within six feet of) people who are sick. People suspected of being sick with a coronavirus or known to be sick with COVID-19 must be quarantined and taken off campus as soon as possible. Anyone who falls into this situation must be quarantined.
- e. Stay home if you are sick – call your supervisor, and/or the executive director regarding possible quarantine protocols before returning to work (see Section 4).
- f. Cover your cough or sneeze with your arm or a tissue, then throw the tissue in the trash.
- g. Clean and disinfect frequently touched objects and surfaces using a regular household cleaning wipe or disinfectant.
- h. Conduct thorough cleaning of places shared by employees, volunteers, or campers.
- i. Substantial facemasks are recommended for all guests who are inside buildings and not sitting down consuming food or drink. Facemasks are recommended for people who are outside in crowded situations. Minimize touching your face covering with unwashed hands or removing facemasks unnecessarily. Re-usable face coverings should be cleaned regularly and must be appropriate for use at work.

- j. Singing is recommended only to be done outside and it is recommended for the singer to wear a facemask if the front of the singer is not socially distanced from another person.
- k. Temperature monitoring has not been implemented, but if it is desired, please follow the guidelines set forth in Exhibit B.3.

Guests must be fully vaccinated and must be tested for COVID-19 before you come. Potential guests feeling sick must stay home. Guests who test positive for COVID-19 will not be allowed to check in or stay. It is recommended that attendees use a rapid COVID-19 test, take a picture of it with the name of the person tested and the date on or associated with the picture. Attendees must test negative for COVID-19 to attend, so it is recommended that attendees test before they commute to Camp. If that is not done, guests must bring a rapid test for this or expect to be tested upon arrival. Check in will be outside near the infirmary. Event Deans may have more stringent requirements, so be sure to read registration requirements disseminated by the event Dean.

B. Social Distancing/Reducing Numbers of staff in the Kitchen, Lodge, and camp land for all staff. All staff are and must be fully vaccinated (for COVID-19).

- a. Social distancing of six feet should be maintained whenever possible.
- b. Avoid in person meetings inside unless necessary, and if an in-person meeting is deemed necessary, practice social distancing.
- c. Camp is requiring that the number of attendees not exceed 50% capacity.

3. LOGISTICS

A. Employees assigned to clean will have to take extra precautions when preparing the facility for a rotation of guests. Employees assigned to the lodge and kitchen will be fully vaccinated and it is recommended to wear a facemask, especially on the serving line and when entering the lodge. There is a kit in the lodge kitchen for each on-site employee that contains masks, wipes, and gloves. Each employee has free access to gloves, masks, and sanitizers located in the chemical closet of the kitchen.

- a. As of Spring 2022, federal, state, and local rules and regulations are ensuring that people know COVID-19 is primarily transferred from person to person by aerosol through the air, so surface sanitizing is now being de-emphasized.
- b. Ensure there is adequate soap, cleaning, sanitizing supplies, and washup places for any employees, volunteers, partners, and guests.
- c. It is recommended to thoroughly clean/sanitize work areas, including daily sanitization and cleaning of common bathrooms.
- d. It is recommended that touch points for multiple people be cleaned or sanitized throughout the day.

- e. Do not share any facemasks or personal protective equipment (PPE) such as gloves.

Social Distancing

The campus provides adequate space so that social distancing can be maintained.

The campus provides several entries and exits to common areas that make social distancing practical.

Testing for COVID-19

Guests must be fully vaccinated and must be tested for COVID-19 before you come. Potential guests feeling sick must stay home. Guests who test positive for COVID-19 will not be allowed to check in or stay. It is recommended that attendees use a rapid COVID-19 test, take a picture of it with the name of the person tested and the date on or associated with the picture. Attendees must test negative for COVID-19 to attend, so it is recommended that attendees test before they commute to Camp. If that is not done, guests must bring a rapid test for this or expect to be tested upon arrival. Check in will be outside near the infirmary. Event Deans may have more stringent requirements, so be sure to read registration requirements disseminated by the event Dean.

4. EXPOSURE/POTENTIAL EXPOSURE GUIDELINES

As much as we will try to mitigate, prevent, and avoid illness on campus through the preventative measures listed above, inevitably someone may become ill onsite or offsite. The procedures set forth below should be followed.

- A. Volunteers, partners, or guests who are ill must stay at home and follow the normal procedures for notifying the event dean or the Registrar that they will not be coming to an event on campus, as planned.
- B. Employees who are ill must stay at home and follow the normal procedures for notifying their manager that they will not be coming to work.
- C. If an employee becomes ill while at work, follow the normal procedures for notifying the Executive Director and/or employee's manager of the illness, as soon as possible. If a guest becomes ill, the medical professional (usually called the event Camp nurse) must follow the line of questioning in Exhibit B2 while using guidance described elsewhere in this document for COVID-19 testing and the possibility of implementing quarantining and contact tracing.
- D. Management will work with the employee who is ill to learn about the employee's symptoms or possible exposure, do a tracing evaluation, assist with accommodation for leave requests, and follow-up with back to work procedures. Medical providers may be utilized for advice on these activities.
- E. If COVID-19 infection is suspected, a manager will compile a list of other employees potentially exposed to the applicable employee during the period that person may have been contagious, require them to isolate themselves as appropriate, and assist those persons with information, accommodation and leave requests, and medical documentation, as needed.
- F. Managers will determine whether a closure is required for certain areas. There may be instances where the issue will require reporting to state or federal health department or

other public official, or to customers, volunteers, or employees. Management will then coordinate required reporting or notices.

- G. Managers will determine whether the illness needs to be recorded or reported in accordance with federal or state occupational health and safety requirements.
- H. Members of the Board of Directors may need to become involved. When the term managers or management is used above, it should be understood to be the Executive Director, Administrative Employees, and directors on the board.
- I. All events with paying campers will have a medical professional or person responsible for medical decision making who will assess an on-site person's illness as to whether the illness is consistent with coronavirus infection. All suspected coronavirus infections will require immediate testing for COVID-19 and isolation in Camp in one of the cabins if the test result is positive. Isolation away from others not ill with COVID-19 will be accomplished in a cabin or a part of a cabin designated for this purpose before the start of each event. The medical professional and event dean will be ready to test those who develop COVID-19 symptoms and quarantine those testing positive, do contact tracing, notify Camp management, arrange to have the person quarantined to be removed from Camp, and possibly end the Camp event early.
- J. All medical information, including the identities of employees who are suspected or confirmed as having COVID-19 coronavirus, must be maintained confidentially to the extent possible, consistent with applicable law, including without limitation, HIPAA, and the CDC.

5. CONTACTS

If you have any questions, please contact: Dale Botts (or another member of the Board of Directors), or Janet James, or the Camping Ministries Director, or the Registrar.

NO DISCRIMINATION

We prohibit discrimination, harassment, and retaliation because of an employee's disability or medical condition, including illnesses related to COVID-19 coronavirus.

EXHIBIT A:

Best Practices to Help Slow the Spread of COVID-19 and its variants (coronavirus)

1. How to Wear Face Masks/Coverings, including Cloth Face Masks/Coverings
 - a. Fit snugly covering the nostrils and mouth
 - b. Be secured with ear loops, or around the head bands/ties
 - c. Multiple layers are advised
 - d. Allow for breathing, considering that eyeglasses (and in rare instances safety glasses on campus) may have to be worn over the top of the face mask/covering to prevent fogging of the eyeglasses

- e. Cloth face masks/coverings will need to be laundered routinely
2. The Best Ways to Avoid Being Exposed to Covid-19
 - a. Sick employees, volunteers, partners, and guests must stay home
 - b. Use non-contact methods to greet each other
 - c. Promote respiratory etiquette and hand hygiene guidance
 - d. Perform routine environmental cleaning
 - e. Encourage social/physical distancing with six feet of space between people
 - f. Disinfect high-touched surfaces (door handles, handrails)

N95 respirators, KN95 facemasks, surgical (procedural) facemasks, and 2-ply cloth facemasks that comply with 2.5 PM filtering are considered substantial facemasks.

EXHIBIT B:

Protocol to assess people coming onto campus and the protocol to assess a person on-site who develops an illness, including questions and proposed temperature taking

1. Conditions by which people come in
 - a. Attendees arriving without proof of a negative COVID-19 test need to wear face masks/coverings and stay six feet apart from others while those doing check in figure out where COVID-19 testing of such attendee will be done.
 - b. Person receiving in-coming people will verify proof of a current negative COVID-19 test and other registration information including vaccination status. If proposed attendee does not have proof of a current negative COVID-19 test, that proposed attendee will be tested if proposed attendee brought their own rapid test kit or if Camp has sufficient rapid test kits available for the entire event. All people coming should have been previously advised to bring at least one or two extra COVID-19 rapid test kits.
2. Questions to ask in-coming people or people on-site who are experiencing the onset of illness
 - a. Have you been diagnosed with Covid-19 within the past 14 days?
 - b. Is anyone in your household currently quarantined due to actual or suspected Covid-19 exposure?
 - c. Do you currently have coughing?
 - d. Do you currently have shortness of breath or difficulty breathing?
 - e. Do you currently have persistent pain or pressure in your chest?
 - f. Do you currently have a fever?
 - g. Do you currently have chills?
 - h. In the past 14 days, have you been within six feet of any person who has been diagnosed with Covid-19 or have its respective symptoms per the questions above?
 - i. If the in-coming person answers yes to any of the above questions, that person will not be allowed to stay on the campus (facility)
3. Recommended procedure for taking the in-coming person's temperature or people on-site who are experiencing the onset of illness

- a. Put on eye or face protection (glasses or face shield)
- b. Wear gloves if you may touch something the in-coming person has or if you may touch the in-coming person
- c. Do not touch the in-coming person, even while wearing gloves
- d. Use a no-touch forehead infrared thermometer such as the “iHealth PT3”, holding the sensor about one inch from the center of the person’s forehead and pressing the temperature measuring button for a few seconds or until it beeps
- e. Normal Temperature Range for adults- The National Institute for Health (NIH) reports a normal adult temperature to be 98.6 deg F. For healthy individuals, temperatures can fluctuate +/- by as much as 0.5 deg C or 0.9 deg F on a normal day.
- f. The Centers for Disease Control and Prevention (CDC) considers a person to have a fever when he or she has a measured temperature of 100.4° F (38° C) or greater.
- g. Should the in-coming person have a fever, that person will not be allowed to enter
- h. If the person is experiencing the onset of an illness while on-site, then a medical professional or person responsible for decision making an on-site person’s illness correlates to coronavirus. If the illness is deemed consistent coronavirus infection, isolation in camp will be implemented, and plans will be made to have the isolated person taken off campus as soon as possible. Close contact tracing, internal noticing, and case reporting will occur, as necessary.
- i. Only fully vaccinated guests will be allowed. Guests must provide their vaccination status to the Camp event dean, medical professional (we call this the Camp nurse), or registrar before coming to Camp.

Note - Unless otherwise required by federal, state, local, tribal, or territorial laws, rules, and regulations, See <https://www.osha.gov/coronavirus/safework> for more information.

Filed under: Dale\deBenneville Training\Coronavirus\COVID Plan
June 18, 2021 revision (20210618)
September 12, 2021 revision (20210912)
February 18, 2022 revision (20220218)
June 10, 2022 revision (20220610)