

Re-Opening Worship Plan for Trinity Lutheran Church:

Immediate action steps:

- Form small team to discuss and implement reopening guidelines
 - Team is Aimee Holmes, Kirk Hagerich, Chuck Sooy, Kevin Sooy, Don Dovala, and Pastor Bishop.
 - Willing and able to conduct all initial planning meetings virtually
 - Willing and able to help enact Phase 2+ plans
- Continue with Phase 1 worship plans
- Your pastor and congregational leaders have carefully considered:
 - legally binding orders
 - the safety of the community and congregation
 - recommendations from health officials
 - recommendations from your synod office
 - insurer loss-control recommendations and insurance policy
 - following state guidelines and federal guidelines for a three-phased approach to opening. Of particular note are the criteria for moving from strict physical distancing (Phase 1) to a staged reopening (Phase 2):
 - (1) The number of new cases has declined for at least 14 days.
 - (2) Rapid diagnostic testing capacity is sufficient to test, at minimum, all people with COVID-19 symptoms, including mild cases, as well as their close contacts and those in essential roles.
 - (3) The health care system is able to safely care for all patients, including providing appropriate personal protective equipment for health care workers.
 - (4) There is sufficient public health capacity to conduct contact tracing for all new cases and their close contacts.
 - Be mindful that the “staged” or “phased” approach presented in a number of resources will likely not be a linear one; there may be times of gradual reopening as infections decrease, followed by restrictions if new waves of infections emerge.
 - In all situations, we will want to err on the side of love for our neighbor and know that change will be inevitable. Patience, grace, and flexibility will be necessary as we strive to make the most appropriate decisions for the people of God in our place at this time.
 - Please note that resources in this document have been gathered from many sources including “Considerations for Returning to In-person Worship. Being Church Together During the COVID-19 Pandemic” from the Evangelical Church in America.

Phase One (Current until ----):

- Worship
 - Online and dial-in only
 - Zoom
 - Limit people in building to staff and mask pick up.
 - All copyright and livestreaming laws will be followed the best of ability and knowledge
- Ministries
 - All ministries should meet virtually
 - When in-person work is required (i.e. building & grounds work, counting, etc):
 - The pastor and office should be notified beforehand - the pastor maintains the right to say that building use is not necessary for some tasks
 - All involved must wear masks and maintain at least 6 feet of distance
 - Any person with a high temperature is not permitted to enter the building or to do outside work on the church
- Small Groups
 - All small groups should abstain from meeting or meet virtually, decided upon by the pastor or leader of the small group

- If a small group needs assistance on how to meet virtually, contact the pastor
- Facilities
 - Individuals are highly discouraged from entering the building for any non-essential reason
 - The custodian is keeping a regular cleaning schedule, focusing on disinfecting door handles and common areas, mainly for the safety of the pastor and office staff
- Office
 - Office hours remain suspended
 - Office staff continue to work largely from home

Phase 2 (Date TBD by state guidelines and leadership of pastor and re-opening team): Hopefully July 5

- Worship Online
 - You Tube pre-recorded worship available Sunday morning.
 - All copyright and livestreaming laws will be followed the best of ability and knowledge
- Drive-In Service
 - This service will be kept to under 45 minutes.
 - Volunteer needs (All volunteers will wear masks and be asked to take their temperature before coming to the church)
 - 1 - 2 individuals to direct traffic
 - Sound set up and/or FM Transmitter
 - Follow broadcast regulations
 - Musicians
 - It is unsafe to sing at this time in groups.
 - Recommended to not have more than 1 - 2 musicians.
 - They will need to be masked and distanced more than 6 feet from anyone else
 - They will need their own microphone/sound set-up separate from the pastor
 - The re-opening team can decide against the need for musicians
 - Copyright laws will need to be followed the best of our knowledge and ability surrounding broadcasting
 - Safety Precautions
 - There will be NO inside access for volunteers or attenders beyond the pastor - this includes bathrooms
 - People should park every other spot
 - People will be asked to only have members of their household in their car
 - No bulletins
 - No offerings collected
 - Asked to continue to mail or give virtually
 - Everyone is to remain in their car
 - If anyone wants to lower their window, they must be wearing a mask
 - The pastor will maintain as much distance from people and will not do any sort of greeting lines
 - Date
 - The start date of this service will most likely be July 5 as this plan will need time to implement, to organize volunteers, and to get proper equipment
- Ministries
 - Ministries will be allowed to meet in person outside in the pavilion or on the patio
 - To reserve the space for your meeting:
 - Reserve the space by contacting the church office
 - Participants must bring their own chairs
 - Facemasks are required
 - NO access to the bathrooms.
 - Should the chair or pastor wish, committee meetings may remain virtual.

- Chairs should consider the demographics and safety of those on their committee when making these decisions
 - Limit passing out agendas or paperwork at the meeting - email out agendas ahead of time and ask members to bring their own copies
- Small Groups
 - Small groups may resume following the same guidelines as ministries
 - If the small group is more than 10 people, they will be asked to break into smaller groups
- Facilities
 - Individuals are highly discouraged from entering the building for any non-essential reason
 - The custodian is keeping a regular cleaning schedule, focusing on disinfecting door handles and common areas, mainly for the safety of the pastor and office staff
- Office
 - The office may reopen with adjusted schedules
 - The pastor and secretary will not be in at the same time
 - Working from home is still encouraged
 - Any and all visitors to the office MUST be wearing a mask and maintain 6 feet of distance from all office staff
 - Appointments to visit the pastor or staff may be made via email or telephone

Phase 3 (Date TBD by state guidelines and leadership of pastor and re-opening team, should not be until government is allowing larger groups (perhaps under 50) to meet):

- Worship Online
 - You Tube pre-recorded worship available Sunday morning.
 - All copyright and livestreaming laws will be followed the best of ability and knowledge
- Drive-In Worship
 - If it is working, continue drive-in worship option for as long as the weather permits with all requirements and safety precautions listed above
- In-Person Worship
 - Livestreaming worship would begin for high risk groups including those over 65 years of age.
 - Musicians and Pastor will need to follow the same precautions as drive-in service
 - In person worship will resume during this time
 - Two in-person worship services will be offered
 - Attendance will be limited
 - Participants will need to sign up for a worship service (via online or telephone)
 - Paid and volunteer staff will be trained in cleaning, disinfecting and physical distancing procedures
 - Children's Sunday School will not be offered unless we can assure that we are following the same guidelines mandated by the state for nurseries/daycares/child centers
 - Children will not come forward for a children's sermon
 - Offering will be collected in a plate at the exit door of the sanctuary
 - No coffee fellowship is permitted
 - Physical Distancing
 - Households must maintain 6-foot physical distancing
 - Households will be directed into the building and to their seats
 - Households must sit together
 - Hygiene & Safety
 - Hand sanitizer will be provided at all entrances
 - Facemasks/coverings are required
 - No singing and no choir. Singing together, even from a distance, is one of the riskiest behaviors due to the spread of aerosol and droplets that can carry the virus a significant distance and remain suspended in the air. A cloth mask is unlikely to protect you or your

neighbor. Like singing, playing a wind instrument initiates a spread of aerosol and droplets and poses a strong risk of infection.

- If a participant who has attended a worship service tests positive, the Erie County Health Department will be consulted
- All those participating, leaders or congregants, will be asked to not come if they have been in confirmed contact with someone who has COVID-19 within the last two weeks, they have a temperature, or they have traveled out of state in the last two weeks
- Participants will be asked to not linger and mingle after the service but quickly disperse in an instructed fashion by row
- Communion- ?
- Baptisms - ?
- Building & Grounds
 - All rooms other than the sanctuary and the narthex are closed to participants
 - For safety, windows in the sanctuary will be open to provide fresh air as weather allows and ceiling fans will be running
 - Restroom usage is limited to 2 or less persons from the same household
 - Touchless door entry and handwashing provided
 - All hymnals and materials will be removed in the pews
 - No bulletins or activity bags for children
 - Supplies will be readily available including soap, hand sanitizer, disinfectant prior to opening
- Ministries
 - Ministries will be allowed to meet in person in the church building
 - To reserve the space for your meeting:
 - Reserve the space by contacting the church office
 - Facemasks are required
 - Restroom usage is limited to 2 or less persons from the same household
 - Touchless door entry and handwashing provided
 - Should the chair or pastor wish, committee meetings may remain virtual.
 - Chairs should consider the demographics and safety of those on their committee when making these decisions
 - Limit passing out agendas or paperwork at the meeting - email out agendas ahead of time and ask members to bring their own copies
- Small Groups
 - Small groups may resume following the same guidelines as ministries
- Facilities
 - Individuals are highly discouraged from entering the building for any non-essential reason
 - The custodian is keeping a regular cleaning schedule, focusing on disinfecting door handles and common areas, mainly for the safety of the pastor and office staff
- Office
 - The office will continue with adjusted schedules
 - The pastor and secretary will not be in at the same time
 - Working from home is still encouraged
 - Any and all visitors to the office MUST be wearing a mask and maintain 6 feet of distance from all office staff
 - Appointments to visit the pastor or staff may be made via email or telephone

Phase 4 (Two weeks after major relaxation of state-wide restrictions, most likely not until after a vaccine or another major break-through is established): Phase 4 is “back to normal” as much as normal ever will be in our post-COVID 19 world. Some restrictions regarding passing of the peace, the offertory, mask wearing, etc may still apply. This phase will most likely not come until at least a year if not more.