

SMSA COVID-19 PLAN
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**SOUTHERN MARYLAND SAILING ASSOCIATION
(SMSA)**

**COVID-19 SAFETY PLAN
AND GUIDELINES**



P.O. Box 262
SOLOMONS, MARYLAND 20688
<http://www.smsa.com>

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BACKGROUND

The purpose of this document is to provide guidance on SMSA's response to COVID-19 and the related guidance will help inform our Board of Directors to help in their decision-making process for all activities, both on-the-water and shore-based.

The current SMSA Board of Directors shall be responsible for creating COVID-19 specific policies. Any policy changes for COVID-19 will be documented in the overarching SMSA Policy Manual which can be found on the SMSA Website (www.smsa.com).

Any questions regarding this document should be directed to the Commodore at commodore@smsa.com.

2020 SMSA LEADERSHIP ROSTER

Board of Directors (BOD)		
Position	Name	E-Mail
Commodore	Marc Briere	commodore@smsa.com
Vice Commodore	Mark Gyorgy	vicecommodore@smsa.com
Rear Commodore	Robin Witte	rearcommodore@smsa.com
Secretary	Lowell Martin	secretary@smsa.com
Treasurer	Russell Miller	treasurer@smsa.com
Director	Nichole Doub (20)	NicholeDoub@smsa.com
Director	Rich Freeman (21)	RichFreeman@smsa.com
Director	Joe Frost (21)	JoeFrost@smsa.com
Director	James Keen (20)	JimKeen@smsa.com
Director	Carl Kemp (22)	CarlKemp@smsa.com
Director	Shawn Stanley (22)	ShawnStanley@smsa.com

(##) – indicates year term ends

GENERAL STEPS TAKEN PRIOR TO JUNE 6, 2020

The SMSA BOD began using the guidance set forth by the Center for Disease Control (CDC), the Maryland Department of Health (MDH) and the Executive Orders, ordered by Governor Hogan.

Effective March 23, 2020, Executive Order 20-03-23-01 closed all non-essential businesses. On March 31, 2020 a stay-at-home order was imposed and recreational boating was prohibited. At that time the membership was notified via email from the Rear Commodore that the club was officially closed and a lock was placed on the gate to the facility in order to protect the personal property of our members.

The BOD held their monthly meetings virtually and continued to reassess the COVID-19 CDC and MDH guidelines, the MD Executive Orders and other guidance information that was new provided by U.S. Sailing in order make data-driven decisions that put the health, safety, and welfare of our members as a top priority.

Based on the information received the BOD began cancelling club events one month at a time as the information regarding COVID-19 was very fluid and constantly changing, which included delaying Opening Day several times. Eventually the BOD decided to have a Virtual Opening Day on June 6, 2020.

On May 22, 2020 in an email from the Rear Commodore the members were notified that the clubhouse would be closed to all activities until such time that we moved into another phase of the Maryland Strong Phased program. Members were asked to remove any of their sailing gear or other items stored in the club prior to Opening Day.

On June 6, 2020, the Rear Commodore along with the Facilities Chair sanitized the clubhouse using the CDC recommended cleaning solutions. Access codes to the clubhouse would be changed on June 6 (Virtual Opening Day) and provided to Essential Personnel only in order to maintain the facility.

RE-OPENING OF SMSA AFTER JUNE 6, 2020

Re-opening of the SMSA facility and ability to use SMSA assets is dependent on several factors, including volunteers. A phased approach will be used that aligns with the restrictions set forth by the Executive Orders.

Per the latest Executive Order (20-06-10-01) signed by Governor Hogan, effective Friday, June 19, 2020 at 5pm we will be able to open the SMSA Clubhouse provided that the total number of persons permitted inside does not exceed 50% of our Maximum Occupancy. The Executive Order strongly recommends that we follow the current guidance from the CDC and MDH regarding social distancing, etc.

Phased Approach – June 19, 2020

- 1) Effective June 19 at 5:30 pm the clubhouse will partially open to Friday Night Happy Hours only with the following steps:

- a. Access is limited to the Front Patio, Front Room of the Clubhouse and Rear Patio. Entry to the clubhouse will be via the front entrance only.
- b. Access to all other areas of the clubhouse is restricted.

2) Occupancy Limits

- a. In order to comply with 50% of maximum occupancy the front room of the SMSA clubhouse will be limited to 48.

3) Sign-In Logbook

- a. All people coming to the clubhouse will be required to enter the following information into a logbook
 - i. Date/Time of Entry
 - ii. Name
 - iii. Member: Yes or No
 - iv. If no, then provide name of sponsoring member

4) Restrooms

- a. The restroom in the front room will be available for use, the restroom in the rear of the club will remain closed.
- b. Restroom (front only): disinfecting wipes will be located in the restroom. After use members are expected to wipe down the surfaces, and all knobs/handles.

5) Seating

- a. No seating at the bar as social distancing with the bartender cannot be maintained
- b. Seating inside of the club will be limited and members are not to rearrange the tables or chairs into other configurations.
- c. Seating will be limited to 4 or 6 persons per table depending on the table configuration.
- d. If members are not seated at a table and walking around inside the clubhouse to socialize, they will be required to wear a mask.
- e. For outdoor seating (front patio or back of the club under the canopy) we ask that members socially distance appropriately and that wearing of masks outside of the facility is left to the individuals. Wipes or spray bottles labeled "Sanitizing Liquid Mixed per CDC recommendation" and paper towels will available for you to sanitize your seating areas when you leave the area.

6) Members Health

- a. If a person feels sick, or has a temperature over 100.4 degrees, they should stay home
- b. If a member/guest has had any signs or symptoms of COVID-19, or has been in the presence of someone who has, they should avoid coming to the club/facility

7) Bartenders

- a. All bartenders whether paid or volunteer shall be required to wear a face mask and follow CDC guidelines with regards to handwashing and sanitization in the work area as well as the rest of the clubhouse.

Friday Happy Hour, Hours of Operation

Without sufficient volunteers to assist with sanitizing the club after Happy Hour, we are going to change the hours to 5:30 pm - 8:30 pm. At 8:30 pm our bartender will begin the process of sanitizing the tables, bar area, restroom and outside seating areas. Last call will be at 8:20. Members will kindly be asked to begin moving outside of the clubhouse at 8:30 pm.

Details regarding the Keelboat Racing Program can be found on the SMSA Website by clicking "Keelboat "at the top of the homepage.

RESOURCES

- 1) Center for Disease Control (CDC) Coronavirus (COVID-19)
(<https://www.cdc.gov/coronavirus/2019-nCoV/index.html>)
- 2) Maryland COVID-19 Pandemic: Orders and Guidance
(<https://governor.maryland.gov/covid-19-pandemic-orders-and-guidance/>)
- 3) Gowrie Risk Report: COVID-19 Risk Management & Best Practices for Sailing Organization