



## **Tomahawk Archers COVID-19 Preparedness & Response Plan**

### **✔ General**

The following COVID-19 preparedness & response plan has been established for Tomahawk Archers in accordance with MIOSHA Emergency Rules for Coronavirus disease 2019 (COVID-19). The purpose of this plan is to minimize or eliminate exposure to SARS-CoV-2.

The Emergency Rules have general safeguards applicable for all workplaces and specific safeguards for certain industries. Representatives of Tomahawk Archers have read these emergency rules carefully, developed the safeguards appropriate to Tomahawk Archers based on its type of business or operation, and have incorporated those safeguards into this COVID-19 Preparedness and Response Plan.

Tomahawk Archers has designated one or more board members to implement, monitor, and report on the COVID-19 control strategies developed in this plan. The supervising board member is Patrick Hogan. Team captains for adult and youth leagues will serve as agents of Tomahawk Archers and supervise league teams to ensure compliance with COVID-19 safety protocols.

The plan will be made readily available to members of Tomahawk Archers and the public. The plan will be made available via Tomahawk Archers' email, website and a binder kept in the clubhouse.

### **✔ Exposure Determination and Facilities Operation**

Tomahawk Archers has evaluated routine and reasonably anticipated tasks and procedures for all agents of Tomahawk Archers to determine whether there is actual or reasonably anticipated exposure to SARS-CoV-2. Patrick Hogan, Daven Sarikonda, and Candace Sarikonda were responsible for the exposure determination.

Tomahawk Archers has determined that its operations fall into the category of “lower-risk recreational facilities” as defined by the Michigan Department of Health and Human Services (MDHHS) under Section 1(k) of the Gatherings and Face Mask Order issued on December 18, 2020.

([https://www.michigan.gov/coronavirus/0,9753,7-406-98178\\_98455-547899--,00.html](https://www.michigan.gov/coronavirus/0,9753,7-406-98178_98455-547899--,00.html)):

- “Lower risk recreational facilities” means recreational facilities where there is not physical contact among participants, there is minimal interaction between households participating in activities, masks can be worn, and, if indoors, activities involve a low degree of exhalation or physical exertion. This means: archery ranges; amusement parks; arcades; bingo halls; bowling centers; casinos; and gun ranges.

This Gatherings and Face Mask Order further states that limitations to gatherings at Tomahawk Archers will fall under section 2(c)14, which states that gatherings at lower risk entertainment and lower risk recreational facilities must further comply with the restrictions set forth in section 3(a) of the order. According to section 3(a)5(B), for venues with non-fixed seating, occupancy is limited to 20 persons per 1,000 square feet, including within any distinct space within the venue. Tomahawk Archers’ clubhouse facility is 2,933 square feet, and will be limited to no more than 45 persons inside the clubhouse facility at a given time to be in compliance with this order.

Sections 7(c) and 7(d) of the Gatherings and Face Mask Order indicate that agents of Tomahawk Archers placed in a supervisory role for leagues or open shoot public events must prohibit gatherings of any kind unless such agents require individuals in such gatherings to wear a face mask. Such agents must deny entry or service to all persons refusing to wear a face mask while gathered. Those aged 5 years and older are required to wear a face mask. See section 8 of the Gatherings and Face Mask Order for other exceptions to face mask requirements.

According to section 9, “Contact tracing requirements for particular gatherings,” agents of Tomahawk Archers responsible for overseeing league teams are required to document the names and contact information of league participants to aid the MDHHS in contact tracing and case investigation efforts in the event of possible exposure to COVID-19. Agents of Tomahawk Archers include, but are not limited to, board members and league team captains. Team captains will be responsible for documenting the names and phone numbers of league participants and retaining these records until 28 days after the completion of the league season.

According to section 10, “Implementation,” of the Gatherings and Mask Order,

subsection (e) states that violation of the Gatherings and Face Mask Order is a misdemeanor punishable by imprisonment for not more than 6 months, or a fine of not more than \$200.00, or both. Section (h) further states that, consistent with any rule or emergency rule promulgated and adopted in a schedule of monetary civil penalties under MCL 333.2262(1) and applicable to the Gatherings and Face Mask Order, violations of said order are also punishable by a civil fine of up to \$1,000 for each violation or day that a violation continues.

### Administrative Controls

Administrative controls are Tomahawk Archers policies, procedures, and practices that minimize or eliminate exposure to COVID-19. Board members will be responsible for seeing that the correct administrative controls are chosen, implemented and maintained for effectiveness.

The following administrative controls have been established for Tomahawk Archers, including all members, league participants, volunteers, and visitors:

<b>Administrative Control</b>
Maintain at least six feet social distancing from persons outside one’s household while in the clubhouse.
Use floor markings, signs, and physical barriers to prompt members, league participants, volunteers, and visitors to remain six feet from others.
Situate the placement of tables and chairs to maintain six feet social distancing between family households.
Frequently sanitize tables, chairs, and restrooms.
Open doors and windows for ventilation whenever possible to reduce the amount of viral inoculum in the air.
Use signage to promote the use of face masks while indoors on Tomahawk Archers property.
Limit the number of people inside the clubhouse to no more than 45 individuals at a time.
Follow isolation and quarantine procedures as defined in this document and required by the MDHHS.
Minimize the sharing of tools, equipment, and other items.
Require all members, league participants, volunteers, and visitors to wear face masks, except while eating or actively shooting. Masks should be removed briefly to shoot for safety reasons. Masks may also be removed while eating or drinking and replaced immediately after.

Keep members, league participants, volunteers, and visitors informed about symptoms of COVID-19 and ask sick individuals to stay at home until healthy again.

### **Hand Hygiene**

Tomahawk Archers will be responsible for seeing that adequate handwashing facilities are available in the clubhouse and that regular handwashing is required. Frequency of such handwashing will be determined in part by factors such as when and how often persons' hands are potentially exposed to SARS-CoV-2. When handwashing facilities are not available, Tomahawk Archers shall provide employees with antiseptic hand sanitizers or towelettes.

Tomahawk Archers shall promote frequent and thorough handwashing, including by providing members and visitors a place to wash their hands and posting signage in restroom facilities.

### **Disinfection of Environmental Surfaces**

Tomahawk Archers will increase facility cleaning and disinfection to limit exposure to COVID-19, especially on high-touch surfaces (for example, door handles), paying special attention to tables, chairs, and shared equipment (for example, tools and rental equipment). Tomahawk Archers will make cleaning supplies available upon entry to the clubhouse.

Tomahawk Archers will be responsible for seeing that environmental surfaces in the clubhouse are cleaned and disinfected. Frequency of such disinfection will be determined in part by factors such as when and how often the environmental surfaces are potentially exposed to SARS-CoV-2. When choosing cleaning chemicals, Tomahawk Archers will consult information on Environmental Protection Agency (EPA)-approved disinfectant labels with claims against emerging viral pathogens. Products with EPA-approved emerging viral pathogens claims are expected to be effective against SARS-CoV-2 based on data for harder to kill viruses. The manufacturer's instructions for use of all cleaning and disinfection products will be strictly adhered to.

All door handles, faucets, and restroom facilities will be cleaned after each night of shooting. Floors should also be free of any debris and garbage taken out nightly to limit any possible cross contamination.

Tomahawk Archers will perform enhanced cleaning and disinfection after persons confirmed to have COVID-19 have been in the clubhouse. In the interim, the clubhouse will be temporarily closed. Tomahawk Archers board members will be responsible for seeing that this protocol is followed.

Enhanced cleaning will consist of all daily tasks, but will also include sanitizing floors, walls, and all other surfaces.

### Health Surveillance

Tomahawk Archers will require persons to carry out a self-screening protocol before entering Tomahawk Archers property, including, at a minimum, assessing themselves for symptoms of COVID-19 and suspected or confirmed exposure to people with possible COVID-19. Persons with symptoms of COVID-19 or recent close contact exposure to someone with suspected or confirmed COVID-19 will not be allowed to enter Tomahawk Archers property. “Close contact” is defined by the Michigan Occupational Safety and Health Administration (MIOSHA) as someone who was within 6 ft of an infected person for at least 15 minutes starting from 48 hours before illness onset (or for asymptomatic persons, 48 hours prior to specimen collection) until the time the person is isolated.

A document will be posted on the door to the clubhouse informing persons of Tomahawk Archers’ COVID-19 policy and barring entry for anyone displaying COVID-19 symptoms or having close-contact exposure to a person with suspected or confirmed COVID-19 within the last 14 days.

League participants will be directed to promptly report any signs and symptoms of COVID-19 to team captains as soon as possible. League participants who show symptoms of COVID-19 or were in close contact with an individual suspected of having COVID-19 will be required to quarantine for at least 14 days. Team captains will be expected to notify Tomahawk Archers board members to initiate facilities deep-cleaning procedures. Tomahawk Archers will provide league participants with instructions for how to make such a report to team captains.

Tomahawk Archers requires that members, league participants, volunteers, and visitors do not come to Tomahawk Archers if:

- In the past 14 days a person has been diagnosed with COVID-19
- A person has been advised by their healthcare provider to stay home
- In the past 14 days a person has had close contact with an individual confirmed with COVID-19

- A person is experiencing:
  - Fever greater than 100.4 F during the last 24 hours
  - Chills
  - Cough
  - Shortness of breath or difficulty breathing
  - Fatigue
  - Muscle or body aches
  - Headache
  - New loss of taste or smell
  - Sore throat
  - Congestion or runny nose
  - Nausea or vomiting
  - Diarrhea
- A person has recently traveled to any country with a Level 3 or higher Travel Health Notice

Tomahawk Archers will allow persons with a confirmed or suspected case of COVID-19 to return to Tomahawk Archers property only after they are no longer infectious according to the latest guidelines from the CDC.

### Recordkeeping and Notification to MDHHS

Tomahawk Archers will maintain records of the following requirements:

- COVID-19 policy and procedures, as documented in the Tomahawk Archers COVID-19 Preparedness and Response Plan and any additional club policies
- Names and contact information of all league participants and team captains for 28 days after a gathering or event
- When a member, league participant, volunteer or visitor is identified with a confirmed case of COVID-19, a record will be kept of the names and contact information of any individuals who may have come into close contact with the person who was the confirmed case of COVID-19, and the date these close contacts were notified of their exposure by agents of Tomahawk Archers

As required by MDHHS, Tomahawk Archers will notify individuals who have been in close contact (within 6' for 15 or more minutes over 48 hour period) with a member, league participant, volunteer or visitor who has been identified with a confirmed case of COVID-19 and was at the club property within 48 hours of developing symptoms or receiving a positive test result. Patrick Hogan, Vice

President of Tomahawk Archers, will notify individuals of possible exposure. Agents of Tomahawk Archers will NOT share the name of the infected individual when notifying close contacts. Close contacts will be told they were exposed and given the date of exposure. Close contacts will further be advised to quarantine for 10 days from the date of exposure and monitor themselves for an additional 4 days after the quarantine period. If symptoms develop during that time frame, the individual will need to notify his or her contacts who were in close contact starting 48 hours before the onset of symptoms. These contacts should then isolate for 10 days from the date of onset of symptoms, ending isolation if there is a reduction in symptoms by day 9 and no fever (without use of fever-reducing medications) for at least 24 hours. These contacts should monitor themselves for symptoms for an additional 4 days after the quarantine period.

Tomahawk Archers is not required to notify MDHHS of an infected individual, since MDHHS will get test results from labs. MDHHS is responsible for calling infected individuals to initiate contact tracing.

## Training

Patrick Hogan, Vice President of Tomahawk Archers, shall coordinate SARS-CoV-2 training and ensure compliance with all training requirements.

Tomahawk Archers will train agents on, at a minimum:

- Infection-control practices and facilities cleaning procedures
- The proper use of personal protective equipment, including but not limited to masks and gloves
- Steps the agent must take to notify board members of a suspected or confirmed diagnosis of COVID-19 in a member, league participant, volunteer or visitor

Patrick Hogan shall create a record of the training. Records should include the name of the agent(s) trained and the date of the training.

Tomahawk Archers will update the “Tomahawk Archers COVID-19 Preparedness and Response Plan” and any associated policies as needed, based on updated orders from MDHHS.

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