

New Life Solutions, 2021 Walk for Life

Saturday May 8th, 2021

COVID-19 Event Safety Plan

Introduction:

New Life Solutions Inc. (NLS) is the organization that promotes, organizes, and manages the Walk for Life (WFL) annually.

New Life Solutions is committed to providing a safe and healthy event experience at our Walk for Life on Saturday May 8th, 2021 on the City of St. Petersburg property at 901 N Shore Drive NE, St. Petersburg, Florida 33701 from 8:00am-10:30am. This plan is to ensure all NLS Staff, WFL Event Staff, Volunteers, and participants both registered and non-registered walkers, a safe and healthy environment. New Life Solutions has developed the following COVID-19 Event Safety Plan in response to the COVID-19 pandemic. This PLAN is for use at our WFL Event for set up, during the event, and breakdown & cleanup of the event. Set-up will take place from 6:00am-7:30am, and break down of the event will be between 10:30-11:00am. Our NLS staff & WFL Event staff are responsible for implementing this plan. Our goal is to mitigate the potential for transmission of COVID-19 during our WFL event and in our community. This will require full cooperation among our NLS Staff & WFL Event Staff, volunteers, and participants both registered and non-registered walkers. Only through this cooperative effort can we establish and maintain the safety and health of our NLS Staff, WFL Event Staff, volunteers, and walk participants, and the community.

NLS Staff & WFL Event Staff are responsible for implementing and complying with all aspects of this PLAN. NLS Staff & WFL Event Staff have the full support of the NLS Board of Directors in enforcing the provisions of this policy.

NLS Staff, WFL Event Staff, volunteers, and walk participants are of great importance to New Life Solutions. We are serious about their safety and health and keeping NLS Staff, WFL Event Staff, volunteers, and walk participants healthy while working and participating in the NLS WFL Event. As a result, we have developed a safety plan to address & adhere to COVID-19 CDC guidelines <https://www.cdc.gov/coronavirus/2019-ncov/index.html> during our NLS WFL 2021 event on the morning of Saturday May 8th, 2021 on the City of St. Petersburg Property at 901 N Shore Drive NE, St. Petersburg, Florida 33701. Our plan follows Centers for Disease Control and Prevention (CDC) and some commonsense initiatives by addressing:

- Face Coverings will be Mandatory.
- Hygiene and respiratory etiquette.
- Engineering and administrative controls for **social distancing**.
 - Limitations on Number of Attendees

- Ingress/Egress Access Control, and Line Queuing
- Self-Diagnostic Checklist prior to attending the WFL event to catch issues before arrival.
 - Prompt identification and isolation of symptomatic or sick individuals.
- Signage & Communications and instructions via verbal, written, email, social media to our WFL community.
- Sanitation, cleaning, disinfecting, and decontamination.
- Communications and training that will be provided to NLS Staff & WFL Event Staff, Volunteers, and WFL participants.
- Management and supervision necessary to ensure effective implementation of the PLAN.

Attendance of NLS Staff, WFL Event Staff, Volunteers and Participants:

NLS as always will document through an assignment roster NLS staff, WFL Event Staff, and volunteers. Walk participants are asked to pre-register for this event. The estimated number of attendees for this event will be 600 persons. There is also a check-in registration tent for collecting contact information. NLS will use this documentation if any contact tracing is necessary.

This COVID 19 Event Safety Plan will be communicated to all NLS Staff, WFL Event Staff, Volunteers, and participants both registered and non-registered walkers through a combination of verbal communication, written documentation, email, and social media also through any training that is necessary. Additionally, communication and training will be ongoing in person, small groups, email, social media, and written correspondence leading up to the WFL Event. Reminders to always follow CDC guidelines

<https://www.cdc.gov/coronavirus/2019-ncov/index.html>, do Self-Check list

<https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/coronavirus-self-checker.html> prior to arriving, and self-monitoring symptoms always is encouraged to help

maintain a safe and healthy event space to not spread the COVID-19 virus.

During Event

During the NLS WFL Event we will require the following in accordance with CDC guidelines; in addition, our NLS staff, WFL Event Staff, Volunteers will use announcements, signage, and verbal communications to ask participants to comply with CDC guidelines stating the following:

- This event is a Fully FREE EVENT no tickets will be provided, no cost to attend.
- Face covering are mandatory by all participants, staff, volunteers, vendors, etc.... anyone entering event space. They are required in accordance with CDC guidelines (<https://www.cdc.gov/coronavirus/2019-ncov/index.html>)
- Social Distancing of 6 feet. (details to follow)

- Pass through temperature check before entering event space. Temperature Check station be on site with signage at entrances.
- Cleaning and Sanitization of all areas especially High Traffic areas
- Ask all NLS staff, NLS Event Staff, Volunteers, and Walk Participants to stay home if they do not pass the Self Diagnosis Checklist (<https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/coronavirus-self-checker.html>)
- Clean and/or sanitize hands before entering event space.

Social Distancing:

Social distancing of six feet will be implemented and maintained between All NLS staff, WFL Event Staff, Volunteers and Walk participants at our event.

- Setting up structure for 6' intervals at check in.
- Setting up 6' intervals at the bathrooms.
- There will be no chairs at the stage for sitting.
- Verbal announcements, written, signage, email, and social media for 6' social distancing.
- Limitation on the Number of attendees will be as followed:
 - Our cap on attendance for the WALK for Life event on Saturday May 8th, 2021 on the City of St. Petersburg property at 901 N Shore Drive NE, St. Petersburg, Florida 33701 will be 2,475 based on a total square footage of 69,947 (see attached), however our estimated number of attendees will be 600 persons. This will be managed by having 2 sets of enter/exits. At said enter/exits we will have a COVID Mitigation tent at this tent will be 2-3 people responsible for the following:
 - Count persons entering & exiting (*counter tool will be provided*)
 - Temperatures will be taken. (*those with high temp will be asked to go home*)
 - Mandatory masks will be handed out if the person entering does not have one; persons will be asked to wear mask.
 - Hand Sanitizer will be offered.
- Site Map is attached.
 - Provide a site map with dimensions that allows for the ability to determine:
 - Total event area square footage.
 - Location and dimensions of all entrances, exits, booths, stages, activities, facilities, bathrooms, or vendors will be, including queue areas at which gatherings or lines might be expected to form.

Attendee Entrance Check In:

Self-Diagnosis Checklist (<https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/coronavirus-self-checker.html>) will be sent prior to arrival, participants will be asked, via email, social media, written to determine if they are healthy to attend this event. Those that are not healthy according to checklist are to stay home, and anyone who is symptomatic is to follow the CDC guidelines. Those that pass Self-Diagnosis Checklist, upon arrival, will go through a similar screening process at designate enter/exits we will have a COVID Mitigation tent. This area will have line queues with markings on the grass (spray paint queue markings) to ensure 6 ft social distancing. At this tent will be 2-3 people responsible for the following:

- will include asking them about recent illness, any symptoms. No person displaying COVID-19 symptoms (such as fever, cough or shortness of breath, sore throat or tiredness) will be able to attend this event.
- Temperatures will be taken. (*those with high temp will be asked to go home*)
- Mandatory masks will be handed out if the person entering does not have one; persons will be asked to wear mask.
- Hand Sanitizer will be offered.

Should anyone become ill during the event, we will isolate them (if needed) and advise them to get home safely.

Signage and Communication:

Signs will be posted at Entrances & Exits, at bathrooms, and throughout event space, they will reflect the requirements for mandatory face masks, social distancing, and advising those that are sick to stay home. Signs will not smaller than 11" x 17".

Additional signage will be placed throughout the event that discourages attendees from gathering in any one area of the event and encourages attendees to remain at least 6 feet from others when moving through the event.

Respiratory Etiquette: Cover your cough or sneeze:

All NLS staff, WFL Event Staff, Volunteers and Walk participants will be instructed to cover their mouth and nose with their sleeve, into their elbow, or using a tissue when coughing or sneezing and to avoid touching their face, in particular their mouth, nose, and eyes with their hands. They should dispose of the tissues in provided trash receptacles and wash or sanitize hands immediately afterward.

Cleaning and Sanitizing:

Hand Sanitizer will be offered at all stations.

Regular housekeeping practices are being implemented, including routine cleaning and disinfecting tables and spaces. Frequent cleaning and disinfecting will be conducted of high

touch areas. Appropriate and effective cleaning supplies will be purchased in accordance with product labels, safety data sheets, and manufacturer specifications and are being used with required personal protective equipment for the product.

Regular cleaning routine will Refer to the [CDC Guidance for Cleaning and Disinfecting](#). Sanitation supplies that will be provided will be soap, disinfected spray, disinfectant wipes. This person will maintain a good supply of soap, disinfected spray, disinfectant wipes at station.

Handwashing:

Infection prevention measures are being implemented at our WFL event. All NLS staff, WFL Event Staff, Volunteers and Walk participants are instructed to wash their hands for at least 20 seconds with soap and water when necessary but especially after use of the restroom. All NLS staff, WFL Event Staff, Volunteers and Walk participants are asked to wash or sanitize their hands prior to or immediately upon entering event. Hand Sanitizer dispensers (that are greater than 60% alcohol) shall be located at all check in stations and tents so they can be used for hand hygiene in place of soap and water.

WALK FOR LIFE Check in tent:

No fees for entry. This is a free event. All Pledge Forms with checks and cash will be handed to the worker, collected, and the worker will use hand sanitizer between each individual walker. Walkers will not be given a pen to use. Only workers will need pens. Workers will be given their own pen to use (pens will not be shared).

Walker will enter the 20 x 20 check in Tent to pass in WFL Pledge Forms. Area will have line queues with markings on the grass (spray paint queue markings) to ensure 6 ft social distancing.

Food Service/Concessions:

The NLS WFL Event does not have concessions or sales of any food items.

We do provide water and snacks to our NLS staff, WFL Event Staff, Volunteers and Walk participants at no cost.

Our food service stations will be located under /open air where we will offer single-use drinks and pre-packaged snacks that is managed by our NLS staff, WFL event staff, and/or volunteers. We will continue this location and we will position this area so that any lines that form will be in a low traffic flow area. We will mark the 6' interval line positions so that the CDC guidelines are met as to distancing. In Addition, we have established the following:

- Food Service Stations will be cleaned prior and during event.
- Food Service Stations will be positioned so there are minimal lines or crowds.

- Only products of single-use, pre-packaged, and disposable packaging will be provided.
- We will adjust to any additional guidance that is given regarding this offering.

Area will have line queues with markings on the grass (spray paint que markings) to ensure 6 ft social distancing.

Restrooms:

We will rent portable toilets for this NLS WFL event. They will be maintained on a regular basis by a NLS Staff, WFL Event Staff, or Volunteer. In addition to the portable toilets, we will also rent a hand Washing Station adhering to the CDC guidelines.

In addition to CDC guideline, we will put in place the following protocols and cleaning, we will adhere to the following:

NLS staff, WFL Event Staff, or Volunteers will check bathrooms & handwashing stations are properly stocked with soap, sanitizer, toilet paper, and all proper supplies.

Area will have line queues with markings on the grass (spray paint que markings) to ensure 6 ft social distancing.

Event Scheduling:

NLS WFL Event has an allotted 60 minutes for all walker participants to go thru the check in process; extending that time as needed is not an issue to ensure proper social distancing. On average there are around 100 walkers that go through the check in process with approx. 10 volunteers processing their check in. The process for check in can take between 2-5 minutes. The time allotted is ample time for Check in to be accomplished.

To ensure proper Social Distancing after a walker goes thru Check-in, they can begin their 2-mile walk.

All participants will be asked to meet back at the Walk Staging site at 9:30am for announcements, snacks, water, etc...

Entrance and Exits:

The City of St Petersburg will set up bike racks to ensure there are defined 2 entrances and 2 exits into our event space at North Shore Park at 901 N Shore Drive NE, St. Petersburg Florida 33701. Please see Site Map for defined areas.

During Event

During the NLS WFL Event we will require the following in accordance with CDC guidelines; in addition, our NLS staff, WFL Event Staff, Volunteers will use announcements, signage, and verbal communications to ask participants to comply with CDC guidelines stating the following:

- Social Distancing of 6 feet
- Face covering are required in accordance with CDC guidelines (<https://www.cdc.gov/coronavirus/2019-ncov/index.html>)
- Cleaning and Sanitization of High Traffic areas
- Ask all NLS staff, NLS Event Staff, Volunteers, and Walk Participants to stay home if they do not pass the Self Diagnosis Checklist (<https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/coronavirus-self-checker.html>)
- Pass through temperature check before entering event space. Temperature Check station be on site with signage.
- Clean and/or sanitize hands before entering event space.

Miscellaneous Additions:

In years past we have offered the following that we will not offer at our WFL site this year:

- We will not be offering ICE CREAM, BAGELS, DONUTS, COFFEE- Only prepackaged food and drinks will be offered.
- We will not be offering FACE PAINTING
- We will not be offering a BOUNCE HOUSE

All the above will not be offered because they do not follow CDC or COVID mitigation protocols.

Enforcement by identifying and reporting illness.

Our NLS staff & WFL Event Staff will be informed to and will be encouraged to self-monitor for signs and symptoms of COVID-19. The following policies and procedures are being implemented to assess their health status prior to entering the Event Space and for them to report when they are sick or experiencing symptoms. All our NLS staff & WFL Event Staff will be asked to self-evaluate prior to coming to the event. This will include any experiencing symptoms in the last 24-72 hours, monitor their temperature, and using precautions while they are not at the event including washing of hands, social distancing, and use of masks while in public areas. They are to report personal issues or occurrences directly to the Director of Special Events and proper a report of whom they had contact with. From there we have them report to a designated area until they can safely go home.

NLS has implemented a leave policy that promotes NLS staff, and WFL Event Staff staying at home when they are sick, when household members are sick, or when required by a health care provider to isolate or quarantine themselves or members of their household.

Accommodations for staff members with underlying medical conditions or who have household members with underlying health concerns have been implemented.

In the event a NLS staff member and or a WFL Event Staff member become ill (fever or other possible symptoms) prior to the arrival at the event they are required to contact the Director of Special Events immediately. From there they are asked to contact their health care provider and follow their advice.

In the event a NLS staff member and or a WFL Event Staff become exposed to a person diagnosed with COVID-19 they are asked to stay at home, self-monitor for any symptoms, contact Special Events Director immediately and follow CDC guidelines should any symptoms develop.

In the event a NLS staff member and or a WFL Event Staff, Volunteers or WFL participants while at the event they will be isolated until they can safely go home. After they get home, we will ask that they contact their health care provider and follow the CDC guidelines.

Should any of the above situations occur New Life Solutions appointed a COVID-19 Event Safety Plan Manger (Christina Maurice 423-957-2340 christina@newlifesolutions.org) will notify the proper person or person at the City of St. Petersburg immediately with a phone call. A follow up email will also be directed to the proper person or persons at the City of St. Petersburg documenting the reported case. Additionally, should anyone become symptomatic, ill, or become exposed to a test positive person, the City will be advised so they can handle any deep cleaning they feel necessary.

NLS has also implemented a policy for informing staff & participants if they have been exposed to a person with COVID-19 at the WFL event. In addition, a policy has been implemented to protect the privacy of the Staffs' health status and health information.

Communication and Staff training:

This COVID 19 Event Safety Plan will be communicated to all NLS Staff, WFL Event Staff, Volunteers, and participants both registered and non-registered walkers through a combination of verbal communication, written documentation, email, and social media also through any training that is necessary. Additionally, communication and training will be ongoing in person, small groups, email, social media, and written correspondence leading up to the WFL Event. Reminders to always follow CDC guidelines

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[checker.html](#) prior to arriving, and self-monitoring symptoms always is encouraged to help maintain a safe and healthy event space to not spread the COVID-19 virus.

Enforcement:

New Life Solutions Inc. understands the consequences for the lack of compliance to the COVID-19 Event Safety Plan laid out above. Lack of Compliance will have consequences and may lead to termination of permits, co-sponsorships, and contracts with the City of St. Petersburg.

We have appointed a COVID-19 Event Safety Plan Manger (Christina Maurice 423-957-2340 christina@newlifesolutions.org) you can reach her at all times within 15 minutes during our Walk For Life event and for 2 hours before our event.

We have clearly defined in this plan protocols to ensure adherence to the Social Distancing, face covering, and sanitation measure by all Staff and attendees. We understand what steps to follow according to the defined plan from the City of St. Petersburg and the Pinellas County Government. We have laid put our steps of what should happen if someone is not in compliance with the defined plan & compliances.

This COVID 19 Mitigation plan will be communicated to all NLS Staff, WFL Event Staff, Volunteers, and participants both registered and non-registered walkers through a combination of verbal communication, written documentation, email, and social media also through any training that is necessary. Additionally, communication and training will be ongoing in person, small groups, email, social media, and written correspondence leading up to the WFL Event. Reminders to always follow CDC guidelines

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Our NLS staff & WFL Event Staff will be informed to and will be encouraged to self-monitor for signs and symptoms of COVID-19. The following policies and procedures are being implemented to assess their health status prior to entering the Event Space and for them to report when they are sick or experiencing symptoms. All of our NLS staff & WFL Event Staff will be asked to self-evaluate prior to coming to the event. This will include any experiencing symptoms in the last 24-72 hours, monitor their temperature, and using precautions while they are not at the event including washing of hands, social distancing, and use of masks while in public areas. They are to report personal issues or occurrences directly to the Director of Special Events and proper a report of whom they had contact with. From there we have them report to a designated area until they can safely go home.

NLS has implemented a leave policy that promotes NLS staff, and WFL Event Staff staying at home when they are sick, when household members are sick, or when required by a health care provider to isolate or quarantine themselves or members of their household.

Accommodations for staff members with underlying medical conditions or who have household members with underlying health concerns have been implemented.

In the event a NLS staff member and or a WFL Event Staff member become ill (fever or other possible symptoms) prior to the arrival at the event they are required to contact the Director of Special Events immediately. From there they are asked to contact their health care provider and follow their advice.

In the event a NLS staff member and or a WFL Event Staff become exposed to a person diagnosed with COVID-19 they are asked to stay at home, self-monitor for any symptoms, contact Special Events Director immediately and follow CDC guidelines should any symptoms develop.

In the event a NLS staff member and or a WFL Event Staff, Volunteers or WFL participants while at the event they will be isolated until they can safely go home. After they get home, we will ask that they contact their health care provider and follow the CDC guidelines.

Should any of the above situations occur New Life Solutions will notify the proper person or person at the City of St. Petersburg immediately with a phone call. A follow up email will also be directed to the proper person or persons at the City of St. Petersburg documenting the reported case. Additionally, should anyone become symptomatic, ill, or become exposed to a test positive person, the City will be advised so they can handle any deep cleaning they feel necessary.

NLS has also implemented a policy for informing staff & participants if they have been exposed to a person with COVID-19 at the WFL event. In addition, a policy has been implemented to protect the privacy of the Staffs' health status and health information.

Additionally, we will require a signed statement from all vendors, contractors, and subcontractors that they are governed by and that they will comply with our COVID 19 Event Safety Plan.