

Phase 2.0 Plan

St. John the Baptist, Minneapolis

This document is the proposed “Phase 2.0” plan for St. John the Baptist in Minneapolis, for the purposes of approval by ECMN. It should be taken as one comprehensive document that includes four specific sections:

- [Overview](#)
- [Building Safety Protocols](#)
- [Indoor Worship and Other Event Guidelines](#)
- [Outdoor Worship and Other Event Guidelines](#)

With questions about this document, please contact Rector Lisa Wiens Heinsohn (lisa@stjohns-mpls.org), Parish Administrator Rachel Svihel (rachel@stjohns-mpls.org), or Intern Elizabeth Lienesch (elienesch001@luthersem.edu).

Overview

During phase 2.0, St. John’s will:

- Offer some indoor worship services and children, youth and family offerings with limited attendees and safety protocols in place.
- Offer some outdoor gatherings for worship and children, youth, and family offerings with safety protocols in place.
- Continue to hold most gatherings (e.g. committee meetings, daily noonday prayer, etc.) virtually unless there is a specific need to meet on site.
- Continue to have clergy and staff work remotely as much as possible.
- Continue to offer pre-recorded, Vimeo, Facebook Recorded and Livestream, Zoom, or other virtual offerings for those in our community who do not feel comfortable returning to any kind of in-person gatherings during this phase.

Please note:

- This plan is for worship and building use during phase 2.0. If conditions change and [ECMN Guidelines](#) determine that we are back in stage 1.5 or 1, we will stop having any indoor worship services at St. John’s. If conditions improve and we move to stage 3.0, we will rejoice exceedingly and resume more “normal” indoor worship in the St. John’s building.
- Because we cannot guarantee that anyone attending any St. John’s activity will not be exposed to COVID 19, we will communicate to everyone attending gatherings that they accept a certain level of risk which we will seek to minimize through these policies. We encourage unvaccinated persons over the age of 65, or who have comorbidities which place them at higher risk for severe

illness due to COVID 19 exposure, to carefully consider whether attending worship at this time is worth the risk of exposure.

Timeline:

Before Pentecost:

- We will have three outdoor services at Beard's Plaisance -- April 4, April 18, and May 23. These will conform to the guidelines listed below.
- Beginning May 2, we will begin offering one church service without music to seniors aged 65 and older. This date is 30 days past the date 70% of seniors will have been vaccinated or eligible to be vaccinated in Minnesota. This service will conform to all of the guidelines listed below.
- Beginning May 2, we will begin offering in-person indoor children's worship and/or education for our elementary and younger aged children, which will conform to all of the guidelines listed below.

From Pentecost through Labor Day, or as soon after the date ECMN designates as "Phase 3" as reasonably possible:

- Beginning May 30, we will begin offering two in-person services in the sanctuary for people of any age. These will conform to the guidelines listed below.

Building Safety Protocols

Based on MN Department of Labor & Industry (DLI) and the Department of Health (MDH) template

1. Health Screening:

- Anyone who will be coming to the St. John's building will be asked to commit to a self-screening based on the following questionnaire or will be pre-screened by persons at a check in table:
<https://www.health.state.mn.us/diseases/coronavirus/facilityhlthscreen.pdf>
- The health screen questionnaire will be posted at the entrance to St. John's

2. Contact Tracing

- Rachel Svihel is the designated contact for employees or parishioners who have been in the building to notify the church of illness. If Rachel is not available, then the Rector should be notified.
- Any employee or person who has been in the building will be asked to contact if they, or someone in their household, has COVID-19 symptoms or tests positive.
- If anyone who has been in the building tests positive for the disease, St. John's will notify anyone who may have come in contact with that employee.
- In the case of an occupant with COVID-19, the building will be immediately closed to all for at least 48 hours. The building team will then have another 48 hours to clean and

disinfect before others can return to the building. The Rector will decide if the building needs to be shut down longer.

3. In-Building safety protocols

- **Signing in:** Anyone entering the building will sign in/out when they come into the building so that we can contact trace in case of illness.
- **Social Distance:** Those in the building must observe a 6 foot distance between family groups while inside the building.
- **Masks:** Anyone in the building must wear masks inside the building unless they are alone in a private office with the door closed.
- **Restrooms:** St. John's will provide paper towels and sanitizer in each bathroom. Employees will be asked to use towels to open doors and to sanitize taps and handles after use.
- **Elevator:** Anyone in the building should use the elevator one person or household at a time. Sanitizer will be available in the elevator to wipe keys after use.
- **Food:** At this time, no communal food should be brought into, served or consumed in the building.
- **Water Fountain:** Either disconnect the water fountain, modify it for cup/water bottle use, or tape it off so it cannot be used.
- **Communal Equipment:** Anyone using communal equipment will be responsible for cleaning handles and knobs, etc. of copiers and other communal equipment after use.

4. Signage

- St. John's will post the following signage:
 - Hygiene signs in kitchens, offices, hallways or other easily visible areas.
 - About mask use at building entrances and will provide masks to employees and volunteers as needed.
 - In bathrooms with instructions on sanitizing after use.

5. Sanitizing Supplies

- St. John's will provide handwashing and/or sanitizing supplies in the following areas:
 - Bathrooms
 - Sanctuary
 - At building entrances

6. Building Conditions and Ventilation Protocols

- All systems will be inspected and brought online in accordance with existing schedules. Systems will be monitored following startup to ensure normal operating status.
- Operate HVAC systems under normal operating conditions and when possible open windows to maximize fresh air flow. Doors will remain closed if outside conditions would be blowing excessive volumes of air across parishioners.

- Prior to reopening the building will be inspected to ensure that no pest or vermin infestation has occurred. Appropriate measures to eradicate pests and vermin will be deployed if necessary, including the use of a professional pest control expert.

Indoor Worship Service and Children, Youth & Family Event Guidelines

In addition to all of the building use guidelines listed above, below are special considerations for indoor worship at St. John's:

1. Limited capacity to allow for physical distancing

- Attendance at any worship service will be limited to up to 30 household groups, with no more than 40 people including clergy, ushers and other ministers (this is based on the square footage of the sanctuary and will allow for physical distancing). People will RSVP in advance.

2. Physical distancing required

- Everyone in attendance will maintain at least 6 feet of physical distance between one another or between households.
- There will be no touching or physical contact when sharing the peace or entering and exiting the building.
- All worship leaders and faith community members will leave the building promptly after the liturgy's conclusion.

3. Masks required

- Everyone attending will be required to wear masks at all times, with the exception of taking communion (see below). Clergy and other ministers will wear masks at all times during the service.

4. Separate Entry and Exit Doors

- Doors will clearly be designated and marked inside and outside as "entrance only" or "exit only" to avoid congestion in those areas.

5. Screening upon arrival

- Welcome tables staffed with ushers will be placed inside, near the entryways, with the floor marked to ensure six feet distance as people arrive.
- When people arrive for worship, they will be asked to sign in for contact tracing purposes.
- They will also be asked to confirm they have none of symptoms listed in this health screening: <https://www.health.state.mn.us/diseases/coronavirus/facilityhlthscreen.pdf>. Copies of this symptoms list will be printed and kept at the welcome tables. Greeters will also have lists of those who have RSVPd for the service.
- As masks are required to be in the building, if the attendee does not have a mask, one will be provided.

6. Seating in Sanctuary

- Ushers will guide people to pews to ensure appropriate spacing. Every other pew will be used; each pew can accommodate 1-2 people at either end OR a family group.
- Pews not to be used will be visibly marked as unavailable.

7. Eucharist

- While both Bread & Wine will be consecrated at the Eucharist, only bread will be distributed, and will be distributed by up to two clergy into open palms.
- Attendees will be asked to consume the bread back at their seats in order to avoid removing masks near the clergy / altar area.
- The Presider and other clergy distributing communion will visibly disinfect hands at the Offertory AND immediately prior to distributing the Bread.
- Attendees will maintain six feet distance as they approach the altar to receive communion.

8. Singing

- No congregational singing, other than by the music director or chorister, will be permitted at this time.

9. Limited exchange of physical materials

- Prayer books and hymnals will be removed from the pews
- Worship bulletins will be made available online and people will be encouraged to access them through a smartphone or tablet; limited paper bulletins will be provided by ushers

10. Before and after all indoor worship services, the following cleaning protocols will take place:

- All pews wiped down with CDC recommended disinfectant
- All door handles wiped down with CDC recommended disinfectant
- All bathroom fixtures wiped down with CDC recommended disinfectant

11. Non-worship Events

- We recognize that this pandemic has been hardest on the youngest and oldest members of our community, due to their limited capacity to use technology. Therefore, we will create limited events for children, youth & family when weather does not permit outdoor gathering, and we will schedule limited events for seniors as well. These events will follow all of the guidelines above, as adapted for the particular space being used.
- At the discretion of the Rector, a limited number of additional groups may be permitted to use the building and will be required to adhere to all of the guidelines named in this document. They will do so only when there is a staff or layperson available to ensure such compliance.

Outdoor worship service and gathering guidelines

For any outdoor gathering of the St. John's community, the following guidelines will be followed:

1. Physical distancing required

- Everyone in attendance will maintain at least 6 feet of physical distance between one another.
- There will be no touching or physical contact when sharing the peace or at any other time during the gathering

2. Masks required

- Everyone attending will be required to wear masks at all times, with the exception of taking communion (see below)

3. Screening upon arrival

- When people arrive for worship, they will be asked to sign in for contact tracing purposes.
- They will also be asked to confirm they have none of symptoms listed in this health screening: <https://www.health.state.mn.us/diseases/coronavirus/facilityhlthscreen.pdf>
- As masks are required to present, masks will be provided if needed

4. Eucharist

- While both Bread & Wine will be consecrated at the Eucharist, only bread will be distributed, and will be distributed by up to two clergy into open palms. Attendees will be asked to consume the bread back at their seats in order to avoid removing masks near the Presider / altar area.
- The Presider and other clergy distributing communion will visibly disinfect hands at the Offertory AND immediately prior to distributing the Bread

5. Limited exchange of physical materials

- worship bulletins will be made available online and people will be encouraged to access them through a smartphone or tablet; limited paper bulletins will be provided by ushers