

A Plan for Reopening

St. Luke's Lutheran

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Authors: Pastor Lindsay Jordan, Pastor Steve Bogie, Michael Schaner, Dr. Eli Larson (President of the Council) and Dr. Jill Larson

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STAKEHOLDERS

Internal

Church staff, church leaders, congregants, CLM Families, and pastors

External

Outside organizations (e.g. - NA, AA, Scouts, etc.)

OVERVIEW

It is important to remember that the worldwide pandemic **IS NOT OVER** and **extreme caution** should be taken when gathering in groups. This caution will likely persist until such time as vaccination is readily available to the general public.

THE CARE AND SAFETY OF OUR COMMUNITY ARE OF THE UTMOST IMPORTANCE!

NOTE: All guidelines are subject to change based on community needs, statewide guidance, or federal guidance.

PURPOSE

To offer specific and actionable guidance for the phased re-opening of St. Luke's Lutheran Church for worship and outside group usage.

INFORMED AS LUTHERANS

Our Lutheran identity and witness celebrates the freedom Christians have in Jesus Christ. In him we are free from sin, death and the power of evil. This freedom comes with responsibility. Set free, we are deeply bound to the neighbor. Faith in Jesus Christ sets us free AND binds us to the neighbor. We are bound and required to look to the needs of our neighbors before our own needs as followers of Jesus. The death and

resurrection of our Lord provide us the model: Jesus poured himself out for us, so that we might pour ourselves out for others – He died for us and we are called to turn to our neighbors in the same sort of love.

Bishop Paul Erickson provides additional guidance for us to consider:

My thinking is shaped by the Apostle Paul's words to the church in Corinth, in which he is discussing whether it is appropriate for Christians to eat meat offered to idols. He writes: "All things are lawful," but not all things are beneficial. "All things are lawful," but not all things build up. Do not seek your own advantage, but that of others. (I Corinthians 10:23-24) Our clarion call to love and serve our neighbors remains the same, and our challenge is to find ways to be the church without placing our neighbors at risk, especially those most vulnerable.

SCOPE OF DOCUMENT

In Scope: Worship services, outside group gathering, church group gatherings

Out Of Scope: Child Life Ministries - they will continue to monitor and modify their guidelines based on best practices for child care facilities. This is managed by the CLM Director and Advisory Board.

PREREQUISITES FOR RETURNING TO ST. LUKES

Trigger to Implement

Allowance by the State of Wisconsin for up to 70 people to be gather in one place and approval by the St. Luke's Lutheran Church Council.

No Symptoms

All persons entering the church must be symptom free for a minimum of 10 days PRIOR to entering the church.

Symptoms Include but are not limited to:

1. Fever greater than 99.5
2. Cough, difficulty breathing, or shortness of breath
3. Body Aches, extreme fatigue, or headache
4. Sore Throat, nasal drainage, or congestion
5. Loss of taste or smell
6. Nausea, vomiting, or diarrhea

We ask that all congregants who have been in contact with a known COVID Positive patient remain away from worship for at least 14 days and they remain symptom free.

Not High Risk Individuals

All persons falling into a High Risk or Vulnerable category are discouraged from entering the church for group gatherings based on their personal risk analysis.

High Risk and Vulnerable Persons Include:

1. Greater than 65 years of age
2. History of Chronic Disease such as Diabetes
3. History of significant lung disease such as asthma or COPD
4. History of coronary artery disease, heart attacks, stroke, etc.
5. Immunocompromised such as cancer, auto-immune disease, etc.

RESPONSIBILITIES

The St. Luke's Lutheran Leadership approves and owns the creation and maintenance of these guidelines. Guidance is sought from ministry leaders within the church, the Greater Milwaukee Synod, the ELCA, and medical experts.

However, it is the [responsibility of individuals](#) within the St. Luke's community to manage their health and look towards the health of others within our community. Therefore, we ask that all members of our St. Luke's community adhere to the following guidelines, have patience, and remember that the safety and health of others is the responsibility of everyone.

RISKS

Any gathering of individuals not from the same household, in the absence of vaccination, offers risk for contracting COVID-19.

These guidelines are recommended to decrease those risks; not only towards YOU from contracting COVID-19 but also to decrease the risk of YOU inadvertently spreading COVID-19 to others.

Only you can balance your personal risk analysis.

WORSHIP

Cautionary Steps

1. Add services to the schedule to accommodate everybody. The following schedule can act as a starting point and will be adjusted based on need and engagement. No more than 70 individuals will be permitted to worship together at any one time.

Saturday 5:00 p.m.

Sunday 9:00 a.m.

2. Online services continue
3. Remove hymnals, friendship pads, and other materials from each pew.
4. Prepare giving stations for people entering/leaving the sanctuary
5. Bulletins have all words and music necessary for worship
6. Worshippers may take bulletins home with them or deposit in designated receptacles
7. Worshippers sit in rows so that one to two households sit in one row
 - a. A minimum of six (6) feet between households
8. Only every 3rd pew/row will be available
9. Communion will occur "in one kind" - bread (wafers) host only
 - a. At the discretion of the worship leaders, communion may be canceled
10. Choirs are not able to give musical offerings during this time
11. Singing may project viral particles further distances, therefore there may be no singing during the service
 - a. If a soloist or worship leader is singing, they should be >10 feet away from others
12. No sharing of the peace or other physical contact, including elbow bumping, to ensure the recommended minimum six (6) feet separation between people
13. Adequate time is allocated between services for air exchange.
14. Encourage congregants to bring their masks "for the sake of the neighbor."
 - Masks are less for protecting YOU and are more for protecting OTHERS
 - Masks are not perfect, but add an additional layer of protection and prevention
 - Ensure your mask covers the nose and mouth
 - Even with a mask on, people should maintain physical distances of at least six (6) feet

- Even upon vaccination, all individuals should continue to use masks. Vaccinated individuals may still spread the virus unknowingly.
15. Hand sanitizer is available in the building. Everyone is encouraged to bring their own hand sanitizer as well
 16. No Coffee Hour or other Social Activities
 - Hospitality area is cordoned off using retractable crowd control
 - Social interactions are inevitable, but should occur a minimum of 6 feet apart and, ideally, outside
 16. No Acolytes
 17. If applicable, Assisting Ministers & Lectors will only speak at a designated microphone and stand (one for each volunteer).
 - They will sit as close as possible to their location
 18. Ushers: Masks required, setting bulletins on a stand, they direct traffic, take offerings to safe
 19. Pastors may greet after worship, with masks, no shaking of hands or hugging
 - a. Please maintain proper physical distancing
 20. Encourage at-risk people to stay at home
 21. The Baptismal Font shall be empty of water
 22. Contact Tracing
 - a. The church will issue an e-mail blast indicating if a COVID Positive person was within the church service
 - b. A digital image of the congregants will be captured mid-service to act as a reference should an individual become COVID positive within 7 days of church service
 - c. When applicable, the church will issue a personal (non-general) e-mail or phone call to KNOWN individuals potentially exposed by a COVID Positive individual
 - d. We ask all individuals who participated in service and are identified as COVID positive within 7 days of the service to notify the church office as soon as possible
 - e. We encourage all congregants to leverage contact tracing Apps on their mobile phones where applicable

GROUPS

Cautionary Steps

1. Implement facility use guidelines that require:
 - a. Identified responsible person for each group using space.
 - b. Training of responsible person
 - i. Entrance procedures
 - ii. Cleanup procedures
 - iii. Lockup procedures
 - iv. Safety steps
2. Move 12-Step Groups to Cloninger Hall (Hospitality).
3. Communal food is temporarily not allowed for all groups
 - a. Individuals who bring food for personal consumption into the building are solely responsible its disposal
4. Limit spaces available for groups to use
 - a. Peace Meeting Room – for groups up to eight
 - b. Faith Meeting Room – for groups up to 15
 - c. Cloninger Hall – for groups over 15
 - d. Other spaces to be locked and sealed as unavailable for use.
5. Each group receives a checklist for use of the space.
6. Tables, chairs, counters, etc, are disinfected by the group as they leave the space, as part of the checklist.
7. Encourage masks “for the sake of the neighbor.”
8. Strongly encourage maintaining a minimum physical distance of at least 6 feet at all times
9. Encourage at-risk folks to stay at home.

CLEANING PROCEDURES (general)

Acceptable Cleaning Agent

1. Signet Neutral Disinfectant DS1

- a. Signet Neutral Disinfectant Cleaner DS1 is a one-step disinfecting solution designed for hard surfaces.
- b. Meets the OSHA Bloodborne Pathogen standard for decontamination of blood and bodily fluids and is bactericidal, virucidal, and fungicidal. Its concentrated quaternary formula kills odor-causing bacteria and potentially dangerous microorganisms.
- c. Signet Neutral Disinfectant (DS1) meets the EPA's criteria for use against SARS-CoV-2, the cause of COVID-19 – Per Cintas
- d. Spray on and leave for 10 minutes – no wipe
- e. Air Dries and is fabric safe
- f. Cintas is our vendor for this.
- g. We already use this in our building.

Sanctuary

1. Following each service

- a. Communion ware
 - i. Altar ware are washed
- b. Pews
 - i. Sprayed following services
- c. Narthex
 - i. Surfaces sprayed once services are underway
- d. Bathrooms
 - i. Surfaces sprayed once services are underway