

## B&O Bicycle Tour COVID mitigation plan

Event Date: June 12, 2021

Location: Williams Park, Brownsburg, IN

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Hendricks County Board of Health

Event organizers must develop and submit to the local health department a written plan outlining the steps to be taken to mitigate against COVID-19. Each plan must address the following issues:

**Capacity Limits** – outline steps that will be taken to ensure the overall capacity does not exceed allowable limits set out in Stage 4.5 (or current stage during event time frame) and social distancing can be achieved. For example, outdoor concert venues are limited to 50% of capacity. Event organizers should consider whether to stagger or cap attendance, limit the number of people present at any given time, issue tickets with staggered start times, limit attendance duration

This is an outdoor event. The staging area is Williams Park in Brownsburg. Participants will check-in and then depart for their bike ride at their leisure. This way, there will not be a large group congregating at any one time. A week before the event, we will email the pre-registered participants recommending they arrive on a staggered schedule based on their last name. This will further spread the arrival and departure of cyclists.

**Guest Information** – provide appropriate information to guests to stay home if sick or part of a vulnerable population, engage in social distancing, increase handwashing, etc. Use signage and other tools to make guests aware of COVID precautions

At least a week prior to the event, we will post information on Facebook and our website and will directly email pre-registered riders informing them to stay home if they have any symptoms of an illness. We will reinforce that facemasks will be requested for unvaccinated people, that they will be required to respect appropriate social distancing, and that we will have facilities and supplies on hand for them to wash their hands and apply sanitizer frequently during the event. (The COVID plan description to be used for social media and other communications is attached)

**Staff & Volunteer Screening** – identify measures that will be taken to appropriately screen staff and volunteers for COVID-19 symptoms. Use questionnaires, take temperatures, or both

Volunteers will be given the following Health Questionnaire:

- I have NOT tested positive for Covid19 within the past 14 days and I am NOT awaiting results of a Covid 19 test.
- I Have NOT knowingly been in contact with anyone who has tested positive for Covid 19 within past 14 days.
- I am NOT feeling sick NOR do I have any of the following symptoms (cough, shortness of breath, difficulty breathing, fever, chills, muscle pain, sore throat or new loss of taste/smell).
- I am able and willing to use a face mask and hand sanitizer when required.

**Social Distancing Measures** – identify measures that will be employed to ensure attendees engage in social distancing such as one-way flow of attendees, ground markings, seat markings, etc. Allow space for seating between vehicles

At check-in, we will have signs reminding people to socially distance while in line. At the check-in tables, we will place one volunteer at each 8 foot long table, insuring 8 ft between volunteers and 8 ft between the lines that form to check in. During the lunch, we will have a limited number of 8 foot tables spaced at least 8 ft apart. We will only place 4 chairs at each table, so that the participants can easily separate themselves while eating. Since the number of tables will be limited, other chairs will be placed on the park grounds in groups of 4, with at least 8 feet between these groupings.

**Increased Sanitation** – provide steps that will be taken to ensure the event space is appropriately cleaned and sanitized, that high touch areas have increased cleaning; and additional handwashing or hand sanitizing is available. Examples are

no food samples, drink refill stations or communal condiment areas; touchless payment; water fountains used to refill bottles only; increase ventilation

At the registration/check-in area, all tables will be cleaned with sanitizer before participants arrive and periodically during the check-in period. Same day registration will be done without filling out paper forms.

At the SAG stops, tables will be sanitized before participants arrive and periodically during the day.

SAG is a traditional cycling term that refers to rider support. It historically comes from the abbreviation for Support and Gear. A SAG stop is a refreshment stop where riders can refill their water bottles, use a restroom, and get a snack. A SAG vehicle is a support vehicle that circulates the route offering assistance if a rider has a mechanical problem or simply becomes too tired or overheated to finish. They sometimes pick up a rider and his or her bicycle and transport them back to the staging area at Williams Park. Riders driven by SAG vehicles will be asked to wear a mask.

Most of the lunch tables are hard surface 8ft tables rented from Hoosier Tent. Volunteers will wipe these after each use. There are some wooden picnic tables in the shelter. We will cover these with plastic table cloths so that they can be easily cleaned with disinfectant.

Face Coverings – face coverings are highly recommended for public and event staff, if not required by the event organizer. Face coverings are **required** for foodservice workers.

All volunteers at the registration area will be required to wear face masks. Participants will be asked to wear masks at registration if they have not been vaccinated. We will have masks to give people who don't have one. At our SAG stops, volunteers will be required to wear masks while in the food service area. Participants will be asked to wear masks in the food service area if they have not been vaccinated. Masks will also be required for unvaccinated participants when they pick up their box lunch after the ride.

Compliance – identify event staff or volunteers who will monitor and ensure compliance with the approved plan.

Examples: Use staff to direct the flow of attendees, have a COVID-19 point of contact for all staff/volunteers b.

One volunteer at each location (staging area and 3 SAG stops) will be assigned the responsibility to monitor and enforce the compliance with the mitigation plan. These people will be instructed to respectfully remind both volunteers and participants of the requirements to comply with this plan in order to promote a safe event for everyone. All volunteers will be instructed on the plan and the importance of compliance.

A map of the event shall be provided including registration areas, restrooms, parking, race course, sanitizer and/or handwashing stations, etc.

Map attached.

Signage used shall also be provided.

Images of the signs to be posted at the registration area, SAG stops and lunch area are attached.

Is there sufficient number of restrooms to avoid long lines?

At the park, there is a permanent restroom facility that is large enough to accommodate our attendees. We have never had lines there even in the past when we've had 800-900 participants. At the SAG stops, we will have 2 portable toilets at each location. With the staggered start, this should be sufficient to accommodate the participants without creating lines.

Identify which EPA disinfectant/sanitizer is being used. Some facilities seem to be having trouble getting their hands on some, so wanted to make sure that was working out okay.

We purchased Mean Green Antibacterial Multi-Surface Cleaner disinfectant spray. It is on the EPA list N and indicated for use with COVID 19. Multiple bottles will be available at each site (SAG stops and registration area).

Will there be any common touchpoints, and if so how will they be cleaned and sanitized?

The tables that multiple people might touch will be cleaned frequently. At the SAG stops, riders may dispense water or Gatorade from a large dispenser into their own water bottles. These dispensers have a push button valve. A volunteer will wipe this valve frequently with disinfectant.

Please provide a food vendor list, if any. Food and drink vendors must wear facial coverings.

Other staff and volunteers are encouraged to wear facial coverings at all times to encourage use. At minimum, staff and volunteers must have a facial covering available to put on as others approach.

Pit Stop BBQ in Brownsburg is our lunch vendor. We have discussed our COVID mitigation concerns with them. His workers will wear masks and gloves.

How will participants be encouraged to social distance during the event? Is information provided in advertising, announcements, or signage?

Prior to the event, there will be information about social distancing in our Facebook and website advertising. In fact, all the key points of our mitigation plan will be posted on Facebook and our website. This information will also be sent by email directly to all pre-registered riders. At the event, signs will remind participants of the need to social distance. (The COVID plan description to be used for social media and other communications is attached)

Staff, volunteers, and participants are to be made aware of COVID-19 symptoms, and instructed not to participate if experiencing any of these symptoms.

Information about COVID symptoms will be distributed prior to the event in the same manner as the social distancing information and signage will be placed at the entrance points to the check-in area reminding participants of this information. Participants and volunteers will be told to stay home if there is any indication that they could be sick or are part of a vulnerable population.