

# COVID-19 Preparedness and Response Plan

Name of Event: Camp MiGO

I, *Steve Bassette*, am the representative for *MiGO*, which hosts the *Camp MiGO* event at *Sleepy Hollow State Park*. The event consists of a Geocaching event consisting of short kickoff in the morning and then releasing the attendees to hike the park and locate the new geocaches hidden there, a return for a quick hot dog, and then release for additional caching or a return home and will include no more than 100 individuals including staff, volunteers, participants and spectators. I will be committed to ensuring safe use of the facility by implementing the following processes to stop the spread of the COVID-19 virus and will implement the following response plan:

- To ensure our event falls under the established thresholds we will encourage pre-registration using posting a “Will Attend” on the Geocaching.com event webpage. As of this time (7/26/20), we have 50 responses.
- Before any person enters the event space, individuals will make a self-evaluation for virus symptoms and will reference the response plan below if any symptoms are detected.
- Our onsite check in/registration will include:
  - 6-foot barrier between registrant and event staff with identified spaces 6 feet apart for registration line.
  - Registration table with sneeze guard and identified spaces 6 feet apart for registration line.
  - Attendees needing GPX files will remain outside the caution tape and their GPSr will be taken to the table for loading by event staff, and returned the same way.
- Ensure that event has enough supplies for event staff and participants, such as hand sanitizer that contains at least 60% alcohol, tissues, trash baskets, disposable facemasks, and cleaners and disinfectants.
- Routinely clean and disinfect surfaces and objects that are frequently touched, such as pens, tools or other equipment in according to CDC recommendations.
- Establish hand washing/hand sanitizing station using hand sanitizer with a minimum of **60%** alcohol level. Use will be encouraged often.
- Restrooms are available throughout the park. Attendees will be scattered around the park and will use the nearest facility.
- All refuse accumulated must be bagged in a plastic bag and properly disposed. (Need clarification on this, the rangers have always picked up the trash from the pavilion. If we need to move it to the dumpsters, please let me know.)

- Establish an isolation area for staff or attendees who become sick at the event to separate them from others.
  
- **Event participants/staff/volunteers shall:**
  - Stay home if they are sick, except to get medical care.
  - Social distance by remaining 6 feet apart.
  - Wear masks at indoor events, or outdoors when social distancing is difficult, as required by rule or order.
  - Wash their hands often with soap and water for at least 20 seconds, especially after going to the bathroom; before eating; and after blowing their nose, coughing, or sneezing. If soap and water are not available, event organizer must provide hand sanitizer that contains at least 60% alcohol.
  - Avoid touching their eyes, nose, and mouth with unwashed hands.
  
- **Events with Food:**
  - We will meet requirement listed in [EO 2020-110](#), any [FDA guidance on Food Safety and the Coronavirus Disease 2019 \(COVID-19\)](#) and any local health departments requirements.
  - Our food event only consists of Hot Dogs, Buns, and individual bags of Chips this year, we have eliminated our usual pot luck. These hot dogs will be grilled and individually packaged and delivered to the attendees. No attendees (staff only) will be in the pavilion for this portion of the program. The staff will be wearing masks and social distancing as much as possible.

#### **Events with Equipment or Building/Shelter Use:**

Our event has been changed this year in several ways to stay safe in the covid-19 era. Our usual morning gathering has been limited to only loading GPX files for those needing them. No coffee/donuts will be provided. Our caches will be publishing at 10AM, rather than the usual Noon, meaning not all attendees will need these files loaded. All attendees will be eligible to claim a first to find on those caches they find during the event, eliminating the usual first to find drawing. As noted above, the potluck lunch has been eliminated. Finally, our usual door prize drawings have been eliminated for this year.

#### **Other**

All our attendees have been requested to bring their own chairs, tables, easy ups, etc. to allow social distancing while in the area of the pavilion. Most of our attendees will not be in this area at all, or only for a very short time. All who are in SHSP during this event will be allowed to claim attendance at the event, whether they are at the pavilion or not. We recommend that all cachers carry and use hand sanitizer, and will have some available for those forgot them.

Alcohol wipes are available in the pavilion for attendees who need them for wiping down the pencils in the caches.

**Covid-19 response plan if suspected or detected:**

- If I or my staff, experience any symptoms or come in contact with the COVID-19 VIRUS, the Unit Manager will be immediately notified. We will seek medical attention from our doctor and seek council from his professional advice and follow up on it.
- I agree understand that it is my responsibility to stay updated with the most recent guidance provided by the [CDC Guidance on Gatherings and Community Events](#) and the [MI Safe Start Plan](#) and apply changes to my event as necessary.

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Date: \_\_\_\_\_