

Areas of Concern

	<u>Category</u>	<u>Step/Area</u>	<u>Rationale (When to Start)</u>	<u>Reduction Measure</u>	<u>Person Responsible</u>	<u>Stage</u>	<u>Fixed</u>
1	Common Areas	Outer Doors and Greeters	Phase 1: We need to get people in and out	Greeter assigned and trained, they will open the door for everyone (or the door will just stay open)			
2	Common Areas	Name Tags	Phase 1: Gone - Not necessary for worship.	Remove			
			Phase 2: Bring nametags back. (Relatively safe since everyone gets their own)	Lysol after uses			
3	Common Areas	Welcome Table	Phase 1: Bring Out, Minimize use	Clear table except books (Not a lot of touching)			
			Phase 3: Put all the normal things back on it				
4	Common Areas	Oasis Coffee Bar	Phase 1: Closed (high traffic area)	Lights off, coffee off, sign regarding closure			
			Phase 2: Open but someone is serving	Everything is behind the front counter, and everything is done for you or handed to you			
			Phase 3/4: Back to normal				
5	Common Areas	Donations and SignUps area	Phase1: Removed - unnecessary for function	Removed, move signups to Connection Cards			
			Phase 4: Bring Back as needed				
6	Common Areas	Lobby Tables and Chairs	Phase 1: Spread out and Reduce	Remove 25% of tables/chairs, and spread the rest out			
			Phase 2: Tables stay spread out	Bring back missing tables/chairs			
7	Common Areas	Office Front Desk	Phase 1: Open but keep clear	Add a Hand Sanitizer by the Credit Card machine (Use partitions for rest of office)			

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8	Common Areas	Restrooms	Phase 1: Only South Restrooms Open	Deep Clean before Sunday morning			
			Phase 2: All Restrooms Open	Deep Clean before Sunday morning			
9	Common Areas	Inner Doors	Phase 1: Opened	Just prop appropriate doors open			
10	Common Areas	Classrooms	Phase 1: Closed	Keep these closed for now, inside small spaces is more dangerous			
			Phase 3: Begin to open back up	Keep Clean			
11	Common Areas	Air	Phase 1: Masks are recommended				
12	Worship	Set Up & Take Down	Phase 1: Keep it Simple	Minimal people involved			
13	Worship	Entrance to Worship	Phase 1: Open and minimize contact	Leave open while people are in and out. During worship, close center doors, leave east door to worship center open			
			Phase 2: Use like normal	Minimal touching is the goal			
14	Worship	Bulletins & Kids Papers	Phase 1: None OR Self Serve	It may be helpful to have lyrics in bulletins to make singing safer (look down at bulletin for words). Otherwise, we don't need them for Phase 1			
			Phase 2: Bulletins: Self Serve	It might be nice to have a table designated with instructions			
			Phase 3: Hand Out Bulletins				

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15	Worship	Seating	Phase 1: Spread Out	Remove every other row, spread chairs out, encourage space			
			Phase 3: Start moving back together?				
16	Worship	Offering	Phase 1: Offering Basket in the Back	Similar to 2nd Service, just drop off at the end of worship			
17	Worship	Singing & Talking	Phase 1: Important Parts of Worship	Try and minimize proximity of people singing and talking			
18	Worship	Mingling and Greeting	Phase 1: Minimized	No formal greeting time, but maybe still do family/individuals videos			
			Phase 4: Greeting Time resumes				
19	Worship	Sacraments	Phase 1: TBD	We don't want people to feel uninvited if they don't feel like it's safe, but we don't want to NOT do communion... and so we will wait and see. In the meantime, we will do Communion online			
20	Worship	Exiting	Phase 1: Let people leave as (and when) they choose	If people don't want to be in the crowd, they can wait			
21	General	Offices	Phase 1: Open				
22	General	Building @ Off Times	Phase 2: Use with Caution	It might be helpful to have signs that things have NOT been sanitized (so use at your own risk)			
23	General	Rentals	Phase 1: OK, but minimize Building Usage				

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24	Meetings	Nursery School	Phase 3 or 4				
25	Meetings	Children's Worship	Phase 3 or 4				
26	Meetings	Sunday School	Phase 3 or 4				
27	Meetings	Worship	Phase 1: One service, probably at 10:00	see above			
28	Meetings	Growth Groups	Phase 1: With Caution	Some online, some in person with distance			
29	Meetings	Session/Deacons	Phase 1: With Caution	Some online, some in person with distance			