

# GOOD SAMARITAN LUTHERAN CHURCH

## PLAN FOR VIRUS-SAFE WORSHIP

Version 4.0: DRAFT

GSLC COVID-19 Task Force:

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## Introduction and Purpose

In December 2019, the world became aware of a new coronavirus that causes a respiratory disease now described as COVID-19. This disease is highly contagious and spreads easily between people via exhaled respiratory droplets. Most infected persons exhibit fever, cough, and shortness of breath - but some infected persons never exhibit symptoms, and a period of time exists in many infected people where they show no symptoms but are still capable of unwittingly spreading the virus.

Good Samaritan Lutheran Church (GSLC) was required to end in-person worship due to the COVID-19 state of emergency in Maryland in March 2020. As the state of emergency was lifted, numerous new state and local regulations were put into place for public gatherings (including worship services). The Evangelical Lutheran Church in America (ELCA), the parent body to which GSLC belongs, also produced guidance for churches to consider when reopening. The pastor and council of Good Samaritan Lutheran Church authorized the GSLC Task Force to define a plan to resume regular in-person worship, pursuant to applicable state regulation and ELCA guidance, while simultaneously enacting procedures to reduce the likelihood of COVID-19 transmission during worship.

## Consideration of God's Word

We emphasize the importance of meeting in person because Christians find significant value in corporate worship, reflecting each Sunday in the tradition of regularly meeting for confession, forgiveness, praise, teaching, communion and fellowship. Jesus instructed His followers to gather in His name ("For where two or three are gathered in my name, I am there among them." [Matthew 18:20]). The Bible also instructs Christians to be faithful stewards of Creation [Genesis 1:28-30] and to take care of their neighbors - not just their fellow congregants or fellow Christians, but everyone, including the social outcast (the parable of the Good Samaritan [Luke 10:25-37]) - a lesson we memorialize in the name of our church. From these teachings, we take note that we must be careful that our actions do not cause harm to others - a teaching we put into practice by taking positive steps to prevent even inadvertent transmission of this disease, as far as it is in our power to do so. Finally, Jesus specifically instructed us ("Render unto Caesar what is Caesar's..." [Matthew 22:21]) to obey lawful orders from civic authority as part of our duty to our society. Therefore, it is proper that we should obey the instructions of national, state and local authorities as we worship.

## How to Use This Plan

This plan has been rewritten to serve as a guide for the pastors, staff and worshippers at GSLC in how to enact typical COVID-19 precautions for worship and other activities. It starts with a "Standard Guidance and Planning" section that includes rules that always apply, and then later sections explain how to adapt to the basic types of COVID prevention precautions that have been seen over the past fifteen months.

The persons using this plan must acquaint themselves with the current applicable state, local, and synod COVID rules, particularly as they pertain to capacity limits, mask use, and physical (or "social") distancing. The plan tells the users how to structure worship and other activities at GSLC in order to comply with these rules.

***IMPORTANT: IF A REGULATION APPLIES THAT IS NOT COVERED IN THIS PLAN, OR IF A REGULATION DOES NOT FIT THE STRUCTURE OF THE PLAN, A REVISION WILL BE REQUIRED BY THE COVID TASK FORCE.***

## Standard Guidance and Planning

The pastor is asked to consider selecting worship elements that do not unduly prolong worship, as the duration of the worship service is proportional to the risk of virus exposure to the congregation. The service may include singing and speaking in unison. The task force recognizes that these activities increase risk, but statistically-based infection models demonstrate the increased risk due to singing is overwhelmingly reduced by proper mask usage.

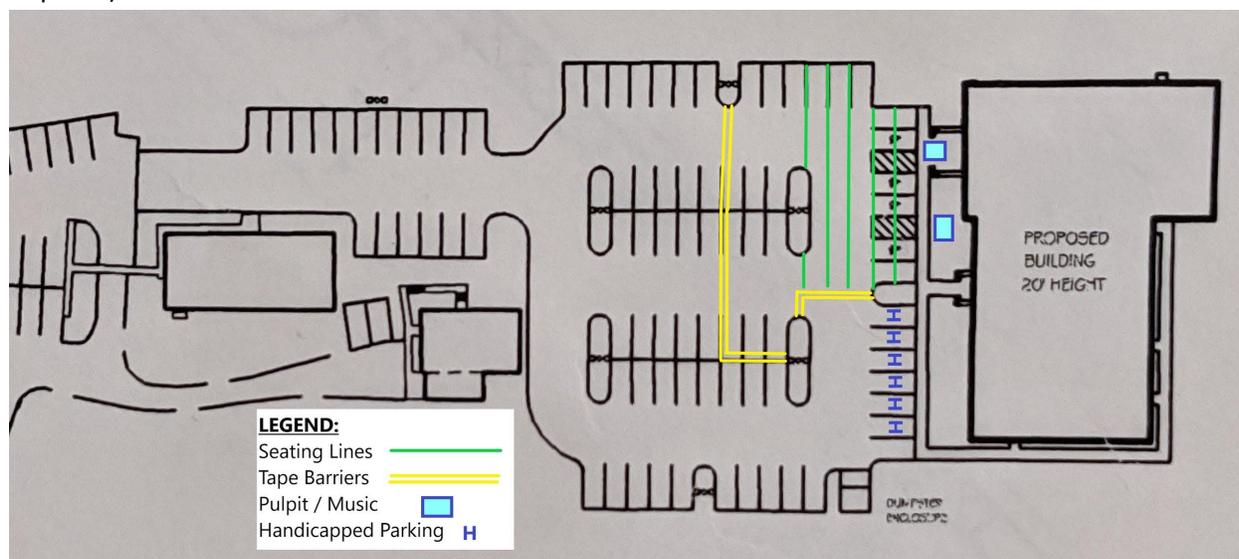
Fellowship (defined, for the purposes of this plan, as time for conversation and socialization among worshippers) is permitted prior to and/or after worship. Fellowship may include beverages and snacks, but the fellowship guidance in this plan is not intended to cover a full meal.

Electronic offerings will be encouraged to the maximum extent. Physical offerings will be accepted at a single point aligned with the traffic flow for entrance and/or exit.

## Selection and Management of Worship Venue (Inside or Outside)

The pastor will have the authority to determine whether worship and fellowship will be held outdoors or indoors for each Sunday. Outdoor worship is preferred to indoor worship as the risk of COVID-19 transmission has been shown to be significantly lower outdoors due to the constant air circulation, the sanitizing effects of sunlight, and other factors. The pastor will announce the type of worship service no less than 3 days prior to worship to allow for facility setup and communication (via email and website, at a minimum) to the congregation. In order to support outdoor worship, the Facilities Manager may coordinate with the congregation to form a Setup Team to assist in moving A/V equipment between the sanctuary and the parking lot in support of worship each Sunday morning.

If church is held outdoors, we will meet in the parking lot area closest to the church. The diagram below illustrates how the parking lot will be arranged for worship. Worshippers are encouraged to bring lawn chairs; the church may provide chairs for worshipper use as well. The parking lot will be marked with stripes every 10 feet, parallel with the front of the church, to establish cues for physical distancing (if required).



## Online Streaming

Each worship service, inside or outside, is intended to be broadcast online via live-streaming for the benefit of worshippers who cannot or choose not to attend in person. Pastor will inform the congregation that the service is live-streamed at the beginning of the worship service.

## Things to Do to Abide by Indoor Capacity Limits

✓ Task	Responsible Party
<p><b>WHEN A RULE CHANGES:</b></p> <ul style="list-style-type: none"> <li>• Determine the indoor capacity limit. This will be the smallest of the following:               <ul style="list-style-type: none"> <li>○ A number that is explicitly stated by the state government, federal government, or synod</li> <li>○ A percentage of our maximum indoor capacity (100% capacity is <b>178 persons</b> for our sanctuary.)</li> <li>○ The maximum number that can be seated without violating physical distancing requirements, if required. We estimate that number to be <b>60 persons</b>.</li> </ul> </li> <li>• Update the “COVID-19 Rules for Users of GSLC”.</li> <li>• Determine if the fellowship team may use the kitchen and if so, by how many people. Inform the Fellowship Coordinator if the number has changed. (When capacity limits were originally imposed, a 2-person limit was imposed on kitchen use.)</li> </ul>	Pastors and Worship Planning Team
<p><b>FOR EACH SUNDAY:</b></p> <ul style="list-style-type: none"> <li>• Determine the number of worship services to accommodate the expected number of in-person worshippers for Sunday worship.</li> <li>• Establish and configure a sign-up system to allow worshippers to sign up in advance and to limit worshippers to the indoor capacity limit (if required).               <ul style="list-style-type: none"> <li>○ Signups should open on Friday for a given Sunday.</li> <li>○ Notification for signup will be via email.</li> <li>○ Church office phone will be the backup method.</li> </ul> </li> </ul>	Pastors and Worship Planning Team
<p><b>FOR EACH SUNDAY:</b></p> <ul style="list-style-type: none"> <li>• Ushers will keep count of the seated worshipper count and ensure compliance with state regulations, and direct excess worshippers to alternative means of worshipping (overflow rooms, watching from outside or via live-stream, etc.).</li> </ul>	Ushers
<p><b>FOR EACH SUNDAY WITH FELLOWSHIP:</b></p> <ul style="list-style-type: none"> <li>• Arrange fellowship plan in accordance with the approved kitchen capacity.</li> </ul>	Fellowship Coordinator

## Things to Do to Communicate and Enforce Mask Rules

✓ Task	Responsible Party
<p><b>WHEN RULES CHANGE:</b></p> <ul style="list-style-type: none"> <li>• Determine the current masking rules in place by the state of Maryland and other regulatory bodies.               <ul style="list-style-type: none"> <li>○ Mask rules may vary based on vaccination status, whether the activity is indoors or outdoors, or in accordance with other criteria.</li> <li>○ Mask rules may be required or simply “encouraged”.</li> </ul> </li> <li>• Update the “COVID-19 Rules for Users of GSLC”.</li> </ul>	Pastors and Worship Planning Team
<p><b>FOR EACH SUNDAY:</b></p> <ul style="list-style-type: none"> <li>• Communicate the masking rules in the worship signup email. General guidance:               <ul style="list-style-type: none"> <li>• If masks are required or strongly encouraged for anyone, then we strongly encourage everyone to wear masks to support those who must.</li> <li>• If a constraint on mask use is in force based on vaccination status or other health status, we will communicate the requirement but use the honor system for enforcement.</li> </ul> </li> </ul>	Pastors and Worship Planning Team
<p><b>FOR EACH SUNDAY WITH FELLOWSHIP:</b></p> <ul style="list-style-type: none"> <li>• Select a fellowship environment (indoors or outdoors).               <ul style="list-style-type: none"> <li>○ Indoor fellowship with food and drink will be permitted if all mask requirements are lifted for all worshippers, regardless of vaccination status.</li> <li>○ Having an inside serving line, arranged such that worshippers take their food and drink outside to eat, is an acceptable way to have outdoor fellowship.</li> </ul> </li> </ul>	Fellowship Coordinator

## Things to Do to Communicate and Enforce Physical Distancing

✓ Task	Responsible Party
<p><b>WHEN RULES CHANGE:</b></p> <ul style="list-style-type: none"> <li>Determine the current physical distancing rules in place by the state of Maryland and other regulatory bodies.</li> <li>Update the “COVID-19 Rules for Users of GSLC”.</li> </ul>	Pastors and Worship Planning Team
<p><b>FOR EACH SUNDAY:</b></p> <ul style="list-style-type: none"> <li>Communicate the physical distancing rules in the worship signup email. General guidance:           <ul style="list-style-type: none"> <li>If physical distancing is required OUTDOORS, then we use the 10-foot lines and require 6 feet of separation between households.</li> <li>If physical distancing is required INDOORS, then we use ushers to seat families in accordance with the 6-foot separations, and seating is done by alternate pews.</li> <li>Carpet squares are useful cues for physical separation for children during the Children’s Sermon, but are not required. (They do like them!)</li> </ul> </li> </ul>	Pastors and Worship Planning Team
<p><b>FOR EACH SUNDAY:</b></p> <ul style="list-style-type: none"> <li>If required to enforce indoor physical distancing regulations, ushers will seat each family, ensuring that selected seating is physically distanced from other worshippers.</li> </ul>	Ushers

## Things to Do to Enforce Other Health and Safety Rules

✓ Task	Responsible Party
<p><b>WHEN RULES CHANGE:</b></p> <ul style="list-style-type: none"> <li>Review, revise, and create signs for entrances that describe the current guidance for masks, physical separation, hand sanitizer use, and other health and safety guidelines.</li> <li>Determine if St. Mary’s Health Department guidelines permit food and drink to be served at fellowship, if held.</li> </ul>	Facilities Manager
<p><b>FOR EACH SUNDAY:</b></p> <ul style="list-style-type: none"> <li>Open only the specific parts of the church required to support worship.</li> <li>Both restrooms in the hallway outside of the office will be available. Cleaning supplies will be available for users who wish to give items a wipe-down before use.</li> </ul>	Facilities Manager
<p><b>FOR EACH SUNDAY WITH FELLOWSHIP:</b></p> <ul style="list-style-type: none"> <li>If permitted by the health department:           <ul style="list-style-type: none"> <li>If food and drink are served, it must be either pre-packaged or served cafeteria style. (No self-served food or drink will be offered.)</li> <li>The serving team will wear gloves while serving food and drink.</li> </ul> </li> </ul>	Fellowship Coordinator

## Rules for Worshippers

*Responsibility: All persons present at worship*

1. We wish to include the most people possible in our worship services each Sunday and we value in-person gatherings as a body of Christ. However, in a spirit of humility and to protect our congregation, guests, and community, no one will attend an event at GSLC if any of the following are true for themselves or anyone in their household:
  - a. They have been diagnosed with COVID-19 and less than 2 weeks has passed since the cessation of symptoms.
  - b. They show any of the following symptoms associated with COVID-19 (and not explained by another reason): fever of 100.4 or greater, chills, cough, shortness of breath, sore throat, unusual weakness or fatigue, loss of taste or smell.
  - c. They are unvaccinated and have been in contact with someone diagnosed with COVID-19 (or a person under investigation for COVID-19 infection) and less than 2 weeks has passed since the most-recent contact.

These questions will be posted at every entrance to worship and upon sign up for worship (whether inside or outside). Worshippers are expected to leave immediately if any of the screening conditions are met.

Worshippers are expected to comply with local regulations, which may include restrictions based on recent travel (see <http://www.smchd.org/coronavirus/> for St. Mary's County health department regulations and <https://coronavirus.maryland.gov/> for State of Maryland regulations) or occupancy (total permitted number of worshippers).

2. An optional temperature screening may be offered. If a person submits to an optional temperature screening and a fever of 100.4 degrees or greater is indicated, that person will be asked to leave the worship service.
3. *If required*, worshippers over the age of 2 will wear an appropriate face covering (mask) that completely covers their nose and mouth while attending activities (including worship and fellowship) at GSLC. Masks may be removed briefly for communion, as needed for hydration, or when alone in a closed room.
4. Worshippers will comply with applicable mask rules as communicated by GSLC. Individuals will be strongly encouraged to continue to wear masks at any time that masks are required or encouraged for anyone.
5. *If required*, worshippers will maintain a 6-foot separation from worshippers outside of their family (or cohabiting group). Worshippers will refrain from physical contact with other worshippers outside of their family (or cohabiting group).
6. For worship in the sanctuary, worshippers may be asked to wait at a designated point to be assisted to seating by an usher, in order to effectively use the sanctuary space and to establish appropriate physical distancing *as required*. Worshippers will obey posted signs.
7. Sunday school will not take place. All fellowship between persons not cohabitating must abide by any applicable physical distancing requirements.
8. We hope that worshippers will willingly follow these guidelines in order to promote the safety of our congregation and our community. If these guidelines cannot be followed by a worshipper, we offer the option to worship remotely via the internet live-stream.

## Rationale for a Pause in In-Person Worship

We hope and pray that COVID-19 transmission rates remain low and that in-person worship may continue, unabated, until effective preventative treatments are available. However, medical experts indicate that despite current public health efforts, an increase in virus transmission cannot be ruled out and the possibility that in-person worship will become unsafe to the congregation.

Either the COVID task force or the church council may pause in-person worship (either completely, or in a particular environment such as indoors, as warranted). The task force will pause in-person worship when any of the following events occur:

1. **If we are directed to cease in-person worship by relevant authorities, or by the ELCA.** The task force will consider how to respond to any recommendations (any statement that isn't a requirement) from relevant authorities.
2. **If a congregant who attended an in-person worship service in the past 14 days reports a diagnosed positive case of COVID-19.** In this case, the following steps will be taken:
  - a. The church will send an email to those that signed up to attend worship that week letting them know that someone who was present (not naming specifically who) has been diagnosed, using the email addresses provided as part of the signup process.
  - b. The Facilities Manager will perform additional sanitization to the campus.
  - c. In-person worship will pause until 14 days pass from the date of the most-recent contact with GSLC.
  - d. The church will contact the St. Mary's County Health Department.
  - e. (If a congregant reports an exposure to a person with COVID-19, but has not yet tested positive for COVID-19, the Task Force will consider whether continued in-person worship is warranted on a case-by-case basis.)

If in-person worship is not possible, worship will be conducted via Zoom.

## Revision and Update Plan

*Responsibility: GSLC COVID-19 Task Force, GSLC Church Council*

1. This plan may be revised as necessary by the task force (or by the GSLC church council). Revisions are expected as the COVID-19 situation is rapidly changing and our knowledge of the virus is incomplete. Changes to the plan or plan cancellation will be communicated to the congregation for comment a minimum of seven days prior to implementation.
2. The task force will continue to meet at regular intervals to ensure the plan continues to adhere to state and local regulations, ELCA guidance, and is appropriate to the level of COVID-19 spread in the local community. Specific aspects of our weekly worship that have been deferred to later consideration when the risk level diminishes include:
  - a. In-person Sunday School (to be coordinated with the Sunday School superintendent)
3. The plan may be cancelled by the task force or the church council when the COVID-19 risk to the congregation is deemed to have been sufficiently abated.

## GOOD SAMARITAN LUTHERAN CHURCH

### COVID-19 Rules for Users of GSLC

1. Any users of GSLC facilities must review this plan and agree to abide by its contents. The Facilities Manager will be responsible for informing the host of the plan, briefing the host on the content, and has the authority to deny usage of the space.
2. Signs will be generated and posted at entrances that will describe required and recommended hygiene practices. Activity host will be responsible for supplying hand sanitizer for their guests.
3. Only the specific parts of the church facilities required to support the activity will be open. The areas to be used will be coordinated with the Facilities Manager and are subject to the Facilities Manager's approval.
4. Both restrooms in the hallway outside of the office will be available. Each restroom, regardless of the number of toilets available in the restroom, will be reserved for one user (or one family) at a time, and signs will be posted informing people of that requirement. (Diaper changing facilities will be provided in the women's restroom.) Cleaning supplies will be available for users who wish to give items a wipe-down before use. GSLC Facilities Manager will have the responsibility to arrange for clean restrooms prior to each service.
5. Other users are expected to adhere to all appropriate state and local regulations regarding physical distancing, mask use, and other COVID-19 mitigation steps.

Occupancy Limits for Available Spaces:

Physical Distancing Rules:

Mask Rules:

6. Use of GSLC items must be coordinated with the GSLC Facilities Manager prior to the meeting.

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Activity Host

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Date

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Facilities Manager, GSLC

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Date

## REVISION LOG

Version	Released	Notes
1.0	7/24/2020	Initial release.
1.1	8/23/2020	Prohibitions on singing and unison speaking ("Arranging the Service", sect. 4; "Rules for Worshippers, prev. sect. 5) were removed.
2.0	9/17/2020	<p>Procedures for fellowship added (new sections "Facility Setup for Fellowship" and "Post-Worship Fellowship"; changed sections "Arranging the Worship", sect. 6; "Rules for Worshippers", sects. 3, 6; "Revision and Update Plan" sect. 2).</p> <p>Communion using pre-packaged elements added ("Arranging the Service", sect. 5).</p> <p>Updated allowable occupancy levels to include Maryland Phase 3 75% capacity limit ("Facility Setup for Worship: Indoor Worship", sect. 2).</p>
3.0	9/21/2020	<p>Added "Rationale for Pausing In-Person Worship".</p> <p>Added occupancy limits as an additional limit ("Rules for Worshippers", sect. 1)</p> <p>"Revision and Update Plan": Removed nursery/cry room from the list of deferred worship elements (we won't reintroduce this until after COVID-19 abates). Removed adult education from the list of deferred worship elements (covered by "Facilities Setup for Other Activities").</p> <p>Adjusted the Task Force membership.</p>
3.1	4/18/2021	<p>Updated limits for in-person worship. Corrected the sign-up schedule for Sunday worship to allow for reliable weather forecast decisions ("Arranging the Service", sections 1 and 2).</p> <p>Adjusted the Task Force membership.</p>
3.5	5/9/2021	Adjusted section on mask mandate, as recommended by health officials, allowing for vaccinated individuals to unmask outdoors ("Rules for Worshippers", sections 3-5).
4.0	5/##/2021	Complete rewrite.