

## Policy Document Outline – Temple Shalom Dallas Congregation

### Temple Shalom Covid-19 Guidance Plan

Member safety will be achieved by adherence to the following guidance and criteria based decision making. Specific areas of staff and facilities action regarding the virus include: safety actions, hygiene practices, guidelines regarding distancing in our spaces, materials, monitoring/preparing, congregants/volunteers/clergy/staff healthy operating procedures, as well as entry and closure.

**These policies share minimum standards and all who enter our spaces are required to adhere to our posted, specific guidance at a minimum, upon entry. Temple Shalom reserves the right to enforce these standards through actions necessary for the safety of our beloved community. Our guiding Jewish value is *Pikuach Nefesh*, *the preservation of life*. Through these actions, with the help of God and each other, we will keep everyone safe. - The Temple Shalom Covid-19 Task Force**

Interim Guidance	Letter to the congregation
All Phases	Attention paid to what is monitored, benchmarked, and required as recommended by Task Force
Mode of Entry:	Includes Outdoors, Indoors, Dual programming
From - to - Closure (scope)	Closure per criteria
Phase 1	All phases - criteria, size, guidelines
Phase 2	All Phases - criteria, size, guidelines
Phase 3	All Phases - criteria, size, guidelines
Phase 4	All Phases - criteria, size, guidelines - Caution, but vaccine TBD

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**Safety Actions:**

Modifications to physical plant and occupant (member, tenant and visitor) behavior are preventative and necessary adjustments for the welfare of our community. These precautions will be designed and implemented in accordance with best practices, informed by the CDC, and other health & safety experts (State/Local/County authorities) as well as field expertise, and may be adjusted upon review of new information and practices, with concurrence of the Task Force.

- Temperature taking
- Pre-screening (wellness checks); exclusion of ill and pre-symptomatic or asymptomatic, anyone with confirmed exposure
- Masking
- 6-10 ft. Distancing
- Floor indicators, signage, roping off areas
- Removal of furniture
- Gathering disincentives
- “Forward greeting,” doors open- separate exit strategy, doors open
- Handling/non-handling of prayer books, kippot
- Volunteer training and capacity
- De-escalation and zero tolerance policy regarding non-masked
- Security protocol issues identified (indoors and outdoors)
- Registrations for attendance at worship; or gathering; attendance taken at school events

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**Hygiene practices:**

The modification and adjustment of hygienic practices is required to avoid transmission of Covid-19. Methods deployed should concern barriers, hand cleansing for occupants, signage reminders, as well as the physical cleansing of building spaces and making interactions with fixtures, objects and materials (including sacred objects) contactless, sanitary, and single use. The ability of particles to aerosolize and remain in the air, and the extend of surface contamination are key considerations, as well as occupancy limits, spaces to be used, and duration/time.

- Sanitizer throughout building
- Types of signage for same
- Restrooms adapted – use only one sink; close middle urinal, addition of plexiglass
- Routine cleansing, deep cleansing, sanitization, air-flow considerations
- Determination of air/surface handling, time-overlap
- Duration set for “resting times,: for hygiene or deep cleansing
- Water fountains off – will we provide any water (adjustments for provision of water) or contactless water service, if possible

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<p><b>Guidelines - Distancing:</b> Physical distance reduces opportunities for exposure, in combination with City of Dallas, and Dallas County, as well as all <a href="#">Mass General Measures</a> recommended by the Task Force. Common passing and gathering areas, as well as egress and exit to/from the building shall be addressed. Implications for our school wing shall be carefully considered and addressed. Security must be maintained under all circumstances. Tenants must comply with standards set by TSD, and state authorities (TEA).</p>	<ul style="list-style-type: none"><li>• 6 ft minimum or room change; in some sources, 10 ft.</li><li>• Implications for school footprint - how to address common areas, daytime use by congregation, routes through and in/out of building</li><li>• Implications for councils, committees, religious school, all groups and tenants</li><li>• Room reservation and policy system updates</li><li>• Reservation and attendance</li></ul>
<p><b>Materials:</b> Materials usage must consider toxicity, safety and duration of time for effectiveness, and must have a well-researched basis for effectiveness. Issues such as staffing, staff safety, and duration shall also be considered. Individualizing materials that would normally be shared should also become a best practice, where possible.</p>	<ul style="list-style-type: none"><li>• Adequate supplies for cleaning for level of activity in building for ___ period</li><li>• Adequacy of staff and where needed, volunteers?</li><li>• Masks or unmasked</li><li>• Ability to create individual packets for members, students (religious school, Torah study)</li></ul>

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<p><b>Monitoring/Preparing - Staff members:</b>          The Temple Shalom Executive Director and Senior Rabbi are responsible for ensuring that assigned staff and volunteers are following daily assurance and health check protocols, as well as all building guidelines per the Mass General measures <b>wellness/temperature checks, masking, distancing, hand sanitizing-hand washing and culture</b>). Any tenant entering administrative spaces shall adhere to the measures/Mass General protocols for limited duration only, or conduct business by virtual means. The health and safety of all staff or community members calls for flexibility, and timely notice of potential exposure or illness.</p>	<ul style="list-style-type: none"> <li>● Staff conduct/ are responsible for assurances daily to enter building, similar to <a href="#">Elon Daily Self-Check</a> form and temp taking (same w/ CDA, Mercy, RHSA)</li> <li>● Masking in enclosed spaces, and common areas where there is traffic</li> <li>● Observance of hand sanitizing</li> <li>● Individualizing supplies</li> <li>● Attendance and building entry records maintained</li> <li>● Staff lunch at desk, not lunchroom, or in LLC, BR, etc.</li> <li>● Gloves &amp; masking for crews, any special suiting for cleaning the school wing daily</li> <li>● Opportunity to work from home</li> <li>● Limited up-close interactions w/ public, members, students limited, distanced, masked</li> <li>● Alternative footprint for RS to minimize risks</li> <li>● Establishment of safety plan for exposure, (positive test and infection control)</li> <li>● Communication plan for above, and regular communication both within the building (directions, signage and to the community).</li> <li>● Tenant compliance monitoring daily/weekly</li> </ul>
<p><b>Congregants:</b>          Our members play a role in keeping the community safe and well. We will covenant with each other to Be Shalom (Be Safe, Be Alert, Be Kind, Be Caring).</p>	<ul style="list-style-type: none"> <li>● Brit/covenant <b>Be Shalom Culture (Safe, Alert, Caring, Kind)</b></li> <li>● Assist with isolation - no entry until clearance if exposed or ill.</li> <li>● Affinity and sense of wellness/belonging</li> <li>● Launch small group engagement strategies</li> </ul>

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<p><b>Healthy operating procedures:</b> Staff, clergy and lay leaders are exemplars of the conduct we expect from visitors, occupants and members, and play an important role. All activities should be done using the defined practices under measures, addressing enclosed spaces, health and safety of all, making shifts of location or deploying work-from-home and work-flex options. Areas of daytime tenant occupancy shall be avoided except for short duration, if absolutely necessary. Volunteers (ushers, council and committee chairs, will receive training). We will have a robust communications and safety plan.</p>	<ul style="list-style-type: none"><li>• Memo to staff - workplace considerations for health and safety</li><li>• Guidelines for congregational leaders on planning related to building use</li><li>• Overall policy in House Rules</li><li>• Specifics per group type/RS/Tenants</li><li>• B'nai Mitzvah guidelines/Simcha guidelines</li><li>• Volunteer training</li><li>• Townhall</li><li>• Videos to create culture</li></ul>
<p><b>Closing:</b> If health &amp; safety concerns so dictate, or pursuant to government order, the Executive Director, Senior Rabbi, and President will close the building.</p>	<p>Criteria based “virtual only” safety plan; decision communicated consistent with communications plan.</p>

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The decision-making criteria below is based on conditions within the community, and severity of risks posed for our members, and is to be used by our staff (and clergy) to help set parameters and expectations for building use. Consideration is given to limitations on numbers of persons present, measures in place for protection, time/duration and space decisions, authorities relied upon, as well as tools and resources for each phase. All building requests must be made in advance and must address stated precautions, in consultation with the executive director.

CRITERIA MATRIX - COVID-19, TEMPLE SHALOM DALLAS CONGREGATION

COMMUNITY CONDITIONS / Closure or Phases 1- 4	NUMBERS PERMITTED	MEASURES IN PLACE	GOVERNMENT ORDER(S) GUIDELINE REFERENCES Tools and resources
<p><b><u>CLOSURE/NO-ENTRY</u></b></p> <p><b>UNACCEPTABLE LEVEL OF SPREAD AND COMPLIANCE</b></p> <p><b>NON-MITIGATING ENVIRONMENT</b></p> <p><b>Or, <u>confirmed significant exposure</u>. Infection(s) onsite, depending upon case(s) and required action(s)</b></p>	<p>NON-ENTRY FOR STAFF, MEMBERSHIP &amp; TENANTS</p>	<p>VIRTUAL PROGRAMMING ONLY</p>	<p>PURSUANT TO DECISION OF RABBI, EXECUTIVE DIR. &amp; PRESIDENT; and/or PURSUANT TO GOVERNMENT ORDER VIRTUAL WORKPLACE AND PROGRAMMING STRATEGIES ONLY</p>

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<p><b>PHASE 1</b></p> <ul style="list-style-type: none"> <li>● <b>Widespread virus activity (positive tests, ratios, hospitalizations and deaths over at least 2wks - month period of look-back).</b></li> <li>● <b>Community non-compliance with measures</b></li> </ul>	<ul style="list-style-type: none"> <li>● Small groups (less than 25)</li> <li>● Non-Enclosed spaces and outdoors</li> <li>● Most vulnerable discouraged from attendance</li> </ul>	<ul style="list-style-type: none"> <li>● <b>Wellness checks</b></li> <li>● <b>6 ft. Minimum Distancing</b></li> <li>● <b>Hand sanitizing entry/exit/ upon contact</b></li> <li>● <b>Frequent hand-washing all members, occupants, visitors, guests</b></li> <li>● <b>Masking required</b></li> <li>● Attempt to achieve contactless entry and exit whenever possible</li> <li>● Attempt to achieve contactless material(s) use whenever possible</li> <li>● Largest room-limited numbers for size for safe distancing</li> <li>● Consider duration and space(s)</li> <li>● Signage up in multiple locations</li> <li>● <b>BE SHALOM culture (Be Safe, Be Alert, Be Caring, Be Kind)</b></li> </ul>	<ul style="list-style-type: none"> <li>● County/City</li> <li>● CDC Guidelines for Places of Worship, Schools and Camps</li> <li>● TEA guidance</li> <li>● Small group engagement practices</li> <li>● Dual-programming structures</li> </ul>
<p><b>PHASE 2</b></p> <ul style="list-style-type: none"> <li>● <b>Decreased virus activity as listed above</b></li> <li>● <b>Increased community compliance with measures</b></li> </ul>	<ul style="list-style-type: none"> <li>● Small groups (less than 50) where possible</li> <li>● Non-enclosed spaces and outdoors; indoors if possible</li> <li>● Most vulnerable discouraged from attendance</li> </ul>	<ul style="list-style-type: none"> <li>● <b>Wellness checks</b></li> <li>● <b>6 ft. Minimum Distancing</b></li> <li>● <b>Hand sanitizing entry/exit/ upon contact</b></li> <li>● <b>Frequent hand-washing</b></li> <li>● <b>Masking required</b></li> <li>● Attempt to achieve contactless entry and exit whenever possible</li> <li>● Attempt to achieve contactless material(s) use whenever possible</li> <li>● Largest room-limited numbers for size for safe distancing</li> <li>● Consider duration and space(s)</li> <li>● Signage up in multiple locations</li> <li>● <b>BE SHALOM culture (Be Safe, Be Alert, Be Caring, Be Kind)</b></li> </ul>	<ul style="list-style-type: none"> <li>● County/City</li> <li>● CDC Guidelines for Places of Worship, Schools and Camps</li> <li>● TEA guidance</li> <li>● Small group engagement practices</li> <li>● Dual-programming structures</li> </ul>



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<p><b>PHASE 3</b></p> <ul style="list-style-type: none"> <li>● <b>Low virus activity as listed above</b></li> <li>● <b>Increased community compliance with measures</b></li> </ul>	<ul style="list-style-type: none"> <li>● Small groups where possible *</li> <li>● Non-enclosed spaces and outdoors and indoors</li> <li>● Most vulnerable discouraged from attendance                             <ul style="list-style-type: none"> <li>● all requests must be made in advance</li> <li>● **subject to case by case evaluation, may expand from Phase 2 limits</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>● <b>Wellness checks</b></li> <li>● <b>6 ft. Distancing</b></li> <li>● <b>Hand sanitizing entry/exit/ upon contact</b></li> <li>● <b>Frequent hand-washing</b></li> <li>● <b>Masking required</b></li> <li>● Attempt to achieve contactless entry and exit whenever possible</li> <li>● Attempt to achieve contactless material(s) use whenever possible</li> <li>● Largest room-limited numbers for size for safe distancing</li> <li>● Consider duration and space(s)</li> <li>● Largest room - limited numbers for size for safe distancing</li> <li>● Signage up in multiple locations</li> <li>● <b>BE SHALOM culture (Be Safe, Be Alert, Be Caring, Be Kind)</b></li> </ul>	<ul style="list-style-type: none"> <li>● County/City</li> <li>● CDC Guidelines for Places of Worship, Schools and Camps</li> <li>● TEA guidance</li> <li>● Small group engagement practices</li> <li>● Dual-programming structures</li> </ul>
<p><b>PHASE 4</b></p> <p><b>Vaccine and successful treatment advances, available in a widespread manner</b></p>	<p>Pending TBD Consult w/ Task Force</p>	<p>Pending TBD Consult w/ Task Force</p>	<p>Pending TBD Consult w/ Task Force</p>

Research and information on topics such as medical issues, Jewish values, health, safety, building use, government, and organizational guidelines, including those of the JFNA, URJ and CCAR (as well those from other faith groups), across multiple jurisdictions, publications and resources, were reviewed during the course of the Task Force's work.

For further information about the Temple Shalom Task Force on Covid-19, or the references used, please contact [slewis@templeshalomdallas.org](mailto:slewis@templeshalomdallas.org) or [president@templeshalomdallas.org](mailto:president@templeshalomdallas.org).