

Mackinac Island Yacht Club

Covid19 Preparedness and Response Plan

In accordance with Executive Order 2020-114, entitled “Safeguards to protect Michigan’s workers from COVID-19”, issued on June 5, 2020 by the Governor of the State of Michigan (the “Order”), the Mackinac Island Yacht Club (the “Club”) has adopted the following Covid19 Preparedness and Response Plan (this or the “Plan”) for the protection of the Club’s Employees and Members (as defined below). This Plan shall remain effective from June 19, 2020 until rescission of the Order, or in the event the Order is amended, superseded or altered by a subsequent and/or additional order of the Governor, this Plan may be amended in accordance with such subsequent order. Because the Club functions in many capacities described by the Order, this Plan includes criteria applicable to all businesses, as well as specific criteria to address the Club’s other functions, including as office, lodging establishment, retail sales location and restaurant and bar area for consumption of member-provided beverages.

The Plan includes the following, which shall be subject to amendment in accordance with orders issued by the State of Michigan and/or to address circumstances that may arise and that are not contemplated at the time of the adoption of this Plan:

PLAN SUPERVISOR

1. The Plan supervisor (“Supervisor”) shall be Timothy A. McCleery and the Supervisor’s designee (the “Deputy Supervisor”) shall be Hannah Runstadt, and shall serve as Supervisor in the event that Mr. McCleery is unavailable to serve. The Supervisor shall monitor the implementation of this Plan, take steps appropriate to ensure compliance with the Plan, and report on the strategies developed by the Plan.

EMPLOYEES

2. The Club has four full-time employees (“Employees” or each, an “Employee”) and has provided COVID-19 training to each such Employee, regarding:
 - a. Workplace and food-safety infection-control practices (“Infection-control Practices), as further described below.
 - b. The proper use of personal protective equipment, including masks and gloves.
 - c. Steps the Employee must take to notify the Club of any symptoms of COVID-19 or a suspected or confirmed diagnosis of COVID-19.
 - d. How to report unsafe working conditions.
 - e. Appropriate use of personal protective equipment in conjunction with food safety guidelines.
 - f. Food safety health protocols (e.g., cleaning between customers, especially shared condiments).
 - g. How to manage symptomatic members and guests upon entry or in the Club.

3. The Club shall screen all Employees prior to allowing their entry into the workplace and shall maintain a daily record of screening results. Procedures relating to such screening shall include the following:
 - a. Employees shall enter the Club for their daily shifts only through the rear door of the Club.
 - b. Employees must self-report any symptoms of illness, including but not limited to fever, cough, nausea or diarrhea, and suspected or confirmed exposure to people with possible COVID-19.
 - c. Symptoms will be monitored each day, upon entry to the Club, with a non-invasive temperature check and oxygen level check with a pulse oximeter.
4. Should an Employee test positive for coronavirus infection, display or report a fever of 100.4, oxygen level below 90%, or any other symptom that the Supervisor believes may demonstrate Covid19 illness, or who reports or experiences contact with a person known to be suffering from Covid19 that in the opinion of the Supervisor or the Employee is sufficiently close contact to pose a risk of infection of the Employee, such Employee shall be directed to stay home and isolate until either (i) ~~seven~~ (14) days after the last symptom of Covid19 has abated or (ii) the Employee tests negatively for active Coronavirus infection.
5. An Employee that has traveled outside of the State of Michigan must remain home and isolated for 72 hours prior to returning to the Club.
6. If an employee is identified with a confirmed case of COVID-19, in addition to complying with paragraph 4, above, the Club will:
 - a. Immediately notify the local public health department, and
 - b. Within 24 hours, notify any co-workers, contractors, or suppliers who may have come into contact with the person with a confirmed case of COVID-19.
 - c. The Club shall follow Executive Order 2020-36, and any executive orders that follow it, that prohibit discharging, disciplining, or otherwise retaliating against employees who stay home or who leave work when they are at particular risk of infecting others with COVID-19.

INFECTION-CONTROL PRACTICES

7. The Club shall implement a system of ground markings, signs, and physical barriers to keep everyone on the Club's premises, including Employees and members of the Club ("Members") and their guests, at least six feet from one another to the maximum extent possible.
8. The Club shall provide to all Employees non-medical grade face coverings, which are to be worn when employees cannot consistently maintain six feet of separation from other individuals while in the workplace.
9. The Club shall implement the following cleaning and disinfection procedures in the clubhouse and, as appropriate for outside functions, in the exterior spaces occupied by Employees, Members, service-providers and delivery services.

- a. All high-touch surfaces (e.g., door handles, railings), shall be disinfected by wiping with an approved disinfecting solution, at least every hour.
- b. Employees shall use proper hygiene to minimize the likelihood of Covid19 spread and/or infection, including regular handwashing (for a minimum of 20 seconds), wearing masks as provided in paragraph 8, above, using hand-sanitizer regularly.
- c. Cleaning supplies that are EPA-approved for disinfecting Covid19 will be available to Employees upon entry and at the worksite.
- d. Signs are posted at entrance(s) to the Club instructing Members and their guests of their legal obligation to wear a face covering when inside the club, except when seated at a designated seating area with persons of their own household.
- e. Signs are posted at entrance(s) to the Club instructing Members and their guests not to enter if they are or have recently been sick.
- f. Members and guests will be requested to notify the Club if they become symptomatic of Covid19 within three weeks of visiting the Club.
- g. The Club will notify appropriate health department officials of any Member described in 9(f) or any Employee reporting symptoms and shall assist in contact-tracing to the extent allowed and/or required by law.
- h. The Club has installed a designated hand-washing sink and has provided individual hand sanitizer dispensers for each Employee to facilitate these Infection-Control Practices.
- i. Each Employee shall be provided adequate time to wash hands frequently or to use hand sanitizer often.
- j. Two hand sanitizer stations have been installed for use by Members and their guests and, as appropriate, by Employees.
- k. A plexiglass barrier has been installed to separate and isolate the front desk space and Employees at the front desk from other individuals.
- l. Entry to the kitchen shall be restricted to Employees only.
- m. Employees and Members shall be encouraged to use respiratory etiquette, including sneezing and coughing into a mask, sleeve or other cloth and then washing hands.
- n. The Club shall adopt any additional infection-control measures that are reasonable in light of the work performed at the Club and the rate of infection in the surrounding communities (including communities from which Members have travelled to visit the Club).
- o. The Club has adopted the following plan and guidance related to Members and their Guests who may have contracted or been exposed to Covid19: Should a Member or Guest of a Member test positive for Covid19, have a fever of 100.4, oxygen level below 90%, or any other symptom reported by the Center for Disease Control to demonstrate Covid19 illness (please check list at cdc.gov), or come in contact with a person known to be suffering from Covid19 that in the

opinion of such Member or Guest is sufficiently close contact to pose a risk of infection of the Member or Guest (as the case may be), such Member or Guest shall refrain from entering the Club, and the Supervisor shall request and require that such Member or Guest refrain from entering the Club until either (i) fourteen (14) days after the last symptom of Covid19 has abated or (ii) the Member or Guest tests negatively for active Coronavirus infection.

~~e.p.~~ Stickers and flow indicators are used in the interior of the clubhouse and on the front porch to encourage distancing and movement through the Club so as to minimize situations in which un-related persons come within six feet (6') of each other.

~~p.q.~~ Deliveries will be accepted by the Supervisor and delivery service providers shall not be allowed to enter the Club.

OUTDOOR OPERATIONS

In addition to implementing the Infection-Control Practices, the following shall apply to the Club's outdoor operations:

10. Gatherings in which people cannot maintain six feet of distance from one another are prohibited.
11. Personal protective equipment such as gloves, goggles, face shields, and face coverings, shall be used by Employees as appropriate for the outdoor activity being performed
12. The Club has designated the tools and equipment to be used by each Employee so as to minimize sharing of same and encourages frequent and thorough cleaning and disinfection of tools, equipment, and frequently touched surfaces, in accordance with the Infection-Control Practices.

RETAIL OPERATIONS

In addition to implementing the Infection-Control Practices, the following shall apply to the Club's retail operations:

13. The Club will not allow individuals who are non-Members or unrelated to and unaccompanied by a member to enter the Club for any purposes, including to facilitate a retail purchase.
14. All retail sales shall be on-line until otherwise provided by amendment to or rescission of the Plan.
15. The Club has created signage material for customers (e.g., signs or pamphlets) and information on the Club's website to inform them of changes to the Club's retail sales practices.

DINING and COCKTAIL PROCEDURES

In addition to implementing the Infection-Control Practices, the following shall apply to the Club's dining and cocktail/bar operations:

16. In order to limit capacity to 50% of normal seating, the Club's traditional "Thursday Night Dinner", which accommodated 72 persons, shall be suspended and instead the Club shall host a dinner for 36 persons on Wednesday and a dinner for 36 persons on Thursday.
17. All other dining events at the Club will be scheduled to ensure that the Club's capacity is maintained at 50% of full capacity.
18. The Club has suspended all food service that requires the use of buffets.
19. The Club will offer catered dinner options, to order, with sufficient advance notice to the Supervisor. Catered dinners may be delivered or picked up at the member's option, and if to be picked up, delivery will be made at the back door to the dining room.
20. The Club will maintain six feet of separation between parties or groups at different tables or bar tops (e.g., spread tables out, place tables on porch or in yards, use every other table, remove or put up chairs or barstools that are not in use).
21. The self-serve ice station and beverage dispenser shall be restricted to use by Employees only. Members and their guests will be provided with individual ice coolers and shall provide their own mixers for beverages. Provide physical guides, such as tape on floors or sidewalks and signage on walls to ensure that customers remain at least six feet apart in any lines.
22. Dining and Cocktail services shall be suspended immediately if an Employee, member or guest of a member while in the Club displays symptoms of COVID-19, defined as either the new onset of cough or new onset of chest tightness or two of the following: fever (measured or subjective), chills, rigors, myalgia, headache, sore throat, or olfactory/taste disorder(s), and the Club shall perform a deep clean, consistent with guidance from the FDA and the CDC. Such cleaning may occur overnight.
23. The Club requires servers, and staff to wear face coverings in the dining area.
24. Employees must wear face coverings and gloves in the kitchen area when handling food to be served to Members and their guests, consistent with guidelines from the Food and Drug Administration ("FDA").
25. Signage shall be posted to inform Members and their guests:
 - a. Of changes to dining and cocktail practices and to explain (by reference to this Plan and its availability on the Club's website) the precautions that are being taken to prevent infection.
 - b. Of the legal requirement that they wear face coverings until they are seated with their party.

LODGING PROCEDURES

In addition to implementing the Infection-Control Practices, the following shall apply to the Club's lodging operations

26. The Club has engaged a single dock porter to transport Members' belongings to the Club upon arrival on the island, and will provide instructions to Members regarding exclusive use of this dock porter's services.
27. Members will be responsible for transporting their belongings from the entrance to the Club to their assigned room(s), and when necessary, an Employee will assist.
28. Members in residence at the Club shall be requested to use the bathroom facilities connected to their rooms, so as to minimize the use of the shared bathrooms on the first floor of the Club.
29. Room cleaning will occur prior to a Member's occupancy of a room, and so as to minimize contact between Members and Employees, will thereafter [not be provided/ be provided every [#] days]. The Club will provide cleaning supplies and fresh linens and towels upon request.