



COVID-19 Preparedness Plan September 24, 2020

COVID-19 Preparedness Plan for the 2020 Chocoholic Frolic 5K/10K and Kid's Run on Saturday, November 7, 2020

Prepared by Anderson Race Management in Collaboration with the Minnesota Running Industry Task Force (MRITF)

INTRODUCTION AND THE WHY

With the Chocoholic Frolic Race, getting our community safely back on course is our highest priority. Over the previous months, our team has worked judiciously to create a relaunch plan for our event. This plan has been designed to keep all racers and volunteers, meet strict government requirements, and hold the 8th Annual Chocoholic Frolic Race as safely possible.

Running has proven to combat other health issues like obesity, mental illness, addiction and other obstacles. While COVID is a major focus, we feel the other are also important and our team has been working to find a balance. For the running community, a race/event help people establish goals to work toward and helps maintain good health.

- We believe running events can be made as safe as possible under these circumstances, up to a certain number of runners and by maximizing the space and resources available
- We believe in the math behind social distancing and have been employing formulas to keep people separated in order to achieve the exact results that we need and expect
- We believe the current circumstances present a great opportunity to educate and inform others of the importance of healthy lifestyle choices

Generally, events associated with a low or very low risk of COVID-19 transmission and low strain on the health system, like running, have been considered sufficiently safe to proceed during this time. Over the previous months, Anderson Race Management has worked judiciously to create this plan for our event. It has been designed to ensure all racers and volunteers meet strict government requirements and allow the event to be held as safely possible. While COVID is a major focus, we feel the other are also important and our team has been working to find a balance. For the running community, a race/event help people establish goals to work toward and helps maintain good health.

- We believe running events can be made as safe as possible under these circumstances and can allow for a limited number of participants by maximizing space and resources available
- We believe in social distancing guidelines and have applied those protocols in appropriate situations to reduce risk of infection/spread
- We believe the current circumstances present a great opportunity to allow community members to participate in healthy lifestyle choices and advocate/inspire others to make similar choices

This is our plan to safely conduct the Chocoholic Frolic Race on Saturday, November 7, 2020.

PLAN DEVELOPMENT

Anderson Race Management has used the guidance of the Minnesota Running Industry Task Force (MRITF) to develop this plan and is committed to providing a safe and healthy venue for all volunteers, and participants. The plan is administered by the Race Director or their designee who maintains the overall authority and responsibility. However, volunteers and participants are equally responsible for supporting, implementing, complying with and providing recommendations to further improve all aspects.

In developing and implementing a successful COVID-19 Preparedness Plan, we have collected information from national events industry experts, the MRITF, race directors, race volunteers and participants as to how their operational area can incorporate mitigation procedures.

This plan follows the industry guidance developed by the State of Minnesota, which is based upon Centers for Disease Control and Prevention (CDC), Minnesota Department of Health (MDH) guidelines for COVID-19, Minnesota Occupational Safety and Health Administration (MNOSHA) statutes, rules and standards, and Minnesota's relevant and current executive orders.

It addresses:

- Ensuring sick volunteers and participants stay home and prompt identification and isolation of sick persons
- Social distancing of volunteers and participants
- Hygiene and source controls for volunteers and participants
- Venue cleaning and disinfection protocol
- Communications, training practices and protocol

The plan incorporates industry guidance provided by the State of Minnesota for recreational entertainment venues and other applicable circumstances. This includes additional protections and protocols for:

- Volunteers, participants, and spectators
- Personal protective equipment (PPE)
- Access and assignment
- Sanitation and hygiene
- Handwashing
- Social distancing and barriers
- Managing occupancy
- Limit face-to-face interaction

To assess volunteers and participant health status, the following policies and procedures are being implemented:

- Volunteers and participants have been informed of and encouraged to self-monitor for signs and symptoms of COVID-19. They are not to report if they are sick or experiencing symptoms prior to entering the venue/start line.
- Volunteers are asked to sign and date a volunteer waiver indicating they agree that they have not been exposed to COVID-19 and that they do not have any symptoms on the day of the event.
- Volunteers and participants who have tested positive for COVID-19 during the prior 4 weeks, are instructed not to come to the race site.
- Volunteers and participants who have been in a large group setting on or after October 24, that is not in compliance with the State of Minnesota guidelines, are asked not to be a part of this event.
- Additional information about COVID-19 can be found at <https://mn.gov/covid19/for-minnesotans/if-sick/is-it-covid/index.jsp>.

VOLUNTEER HYGIENE AND SOURCE CONTROLS

In addition to our standard hygiene measures, these additional steps will be taken:

- Volunteers and participants are instructed to wash their hands for at least 20 seconds with soap and water or hand sanitizer frequently throughout the event.
- Hand-sanitizer with more than 60% alcohol will be available in located at various locations around the start/finish lines. These to be used for hand hygiene in place of soap and water, if hands are not visibly soiled.
- Volunteers will be asked to wash their hands upon entering the event site at the beginning of their volunteer shift and encouraged to do so regularly during their shift.
- All volunteers and participants are required to wear face coverings and gloves at all times while on the event site. These will be provided by the event organizers.
- “Face Coverings Required in this Area” signage and announcer instructions will be placed throughout the venue.
- All participants shall be instructed that they are always to wear face coverings while on the event site, other than while they are running, eating, or drinking.

- Extra face coverings will be made available by the event organizers for any participants who have forgotten or lost theirs.
- Volunteers and participants are being instructed to cover their mouth and nose with their sleeve or a tissue when coughing or sneezing, and to avoid touching their face, particularly their mouth, nose and eyes, with their hands.
- Volunteers and participants are expected to dispose of participant waste in provided trash receptacles and wash or sanitize their hands immediately afterward.

These instructions will be communicated by email before the event and via announcer onsite.

VENUE CLEANING AND DISINFECTION PROTOCOL

To conduct appropriate cleaning and disinfection, Anderson Race Management/Chocoholic Frolic will:

- Carry out frequent cleaning and sanitization of volunteer and participant touch points during the event.
- Encourage participants to arrive at the event site having recently used the restroom to reduce use on-site.
- Any equipment known to be touched by a participant or volunteer ill with COVID-19 will be pulled from commission as soon as possible and cleaned and disinfected in compliance with relevant CDC guidelines.

Appropriate and effective cleaning and disinfecting supplies have been purchased and are available for use in accordance with product labels, safety data sheets, and manufacturer specifications. Cleaning and disinfecting will be performed with required personal protective equipment.

Cleaning supplies used will meet the EPA's requirements for use against COVID-19 and used to frequently clean all equipment and surfaces touched by participants and volunteers. Any volunteers responsible for cleaning will receive digital training beforehand.

COMMUNICATION

This COVID-19 Preparedness Plan will be communicated via email and reviewed to all participants and volunteers within two weeks of the race October 24, 2020. Additional communication and training will be held by webinar, YouTube or small socially distant in-person training, as needed. Training will be provided to all volunteers who did not receive the initial training and prior to initial assignment or reassignment.

Instructions will be communicated to all participants and volunteers about protections and protocols, including:

1. Social distancing protocols and practices
2. Practices for hygiene and respiratory etiquette
3. Recommendations or requirements regarding the use of masks, face-coverings and/or face-shields by participants and volunteers

All participants and volunteers will also be advised not to perform their duties or participate in the Chocoholic Frolic Race if they are experiencing symptoms or have contracted COVID-19.

A full copy of this plan will be available at packet pick-up for anyone who desires a copy. Additionally it will be placed on the Chocoholic Frolic/ARM website and sent to all individual participants and volunteers via their unique email address.

All participants and volunteers are to take an active role and collaborate in carrying out the various aspects of this plan, and update the protections, protocols, and training as necessary. This COVID-19 Preparedness Plan has been certified by MRITF and Anderson Race Management and the plan will be shared by all who have any type of responsibility either as a participant or as a volunteer. It will be updated as necessary by Anderson Race Management.

ADDITIONAL PROTECTIONS AND PROTOCOLS

Other conditions and circumstances addressed in this plan that are specific to the Chocoholic Frolic Race include:

- A virtual option will be offered to participants to run the race on a date and location of their choosing at their own request.
- The event will comply with current gathering size guidelines.
- As of September 2, 2020 - 250 in a controlled recreation venue on site at one time.
- Volunteers will be responsible for cleaning their own equipment during use and before returning it.
- Runners will be required to register online in advance.
- Packet pick-up will be a contact-less at Run N Fun/Fleet Feet Marathon Sports.
- An identifiable mark or identification, such as colored wristbands/stickers, will be used to identify corral participants and start times. Participants without the proper designation will be instructed to leave the site.

All information will be sent to registrants in advance, posted at Chocoholicfrolicrun.com, posted on-site at Harriet Island, and repeatedly announced via our PA system at the start. The running community is a very respectful and cultured community. It will be made clear that this is an opportunity to prove the impact of safety precautions at such events, and any disregard for our rules and restrictions could put the possibility of future events in jeopardy.

Registrants will also have to signify their understanding that the event could be converted entirely to a virtual run if the State of Minnesota, County or City guidelines change. Anderson Race Management also reserves the right to transition to a virtual race if our region sees a surge of COVID-19 cases or other safety concerns prior to the event. We'll be in contact with our medical staff up until the event date and have a final notice deadline set for our runners.

SOCIAL DISTANCING AND FACE MASK PROTOCOL

Social distancing of at least six feet will be implemented and maintained between participants and volunteers at the venue, aid stations, and during packet pick-up through the following controls:

- All areas where crowds may congregate or cues form, will have markings at a minimum of 6' apart that participants will be required to stand on while waiting.
- Race starts will be held in waves of not more than 25 runners and assigned to specific start times to allow for social distancing and limit the number of people in the event space.
- **No spectators allowed.** Those not signed up for the race will only be allowed to wait for runners and watch from their vehicle in the venue parking lots.
- Announcer instructions instructing participants to maintain social distancing and other guidelines.
- Participants will be instructed to arrive not more than 20 minutes before their wave start, to proceed directly to their corral and to stage themselves on their marking in the starting corral area without milling about. Participants whose wave is more than 10 minutes away will be discouraged from being physically present in the starting area
- At least 6 feet of spacing will be provided between portable restrooms.
- Ample hand-sanitizer stations will be placed around the event site with extra focus on areas where there will be interaction between participants and volunteers.
- Runners will be encouraged to bring their own on course water but will be given one bottle of water post-race.
- Water will be available at aid stations/finish area and placed on tables for participants instead of receiving from volunteers.
- Runners will be encouraged to discard bottles in receptacles. Volunteers will collect any discarded bottles while wearing the appropriate PPE at the end of the event.
- All post-race food and aid station fluids will be bagged and provided to the runner as soon as they cross the finish line, encouraging a rapid exit of the venue.
- "Face Coverings Required in this Area" signage and announcer instructions will be placed through the venue.
- All participants will be instructed that they are to wear face coverings at all times while on the event site, other than while they are running, eating, or drinking. Extra face coverings will be made available by the event organizers for any participants who have forgotten or lost theirs.
- Participants, workers, and volunteers will be instructed to take any concerns to the Race Director or their designee who will address them as needed and possible.

RACE REGISTRATION & EVENT ARRIVAL

Online registration only - Registration will only be allowed online. There will be no race day registration in person at the event. Limit of 250 runners per two hour slot. There will be no walk up registration at packet pick up.

Race packets - Bib numbers and t-shirts will be available for pickup over the course of two days (Thursday and Friday) prior to race day at Run N Fun St Paul or Fleet Feet Marathon Sports. Face masks will be available for those that need one (required of all volunteers, staff, and all runners prior to crossing the start line).

- At Packet Pick-up, 6 feet of distance will be maintained between all tables and between participants and volunteers. Touchless pick-up procedures will be implemented

TRAFFIC MANAGEMENT AT THE START AREA

Harriet Island Sidewalk will be used as the start line, allowing for runners to spread out. Runners will stay off the roads and utilize local running/bike trails. This allows for the event to be longer in duration which is key to allowing waves of small groups.

Runners will line up in their corrals on the South Side of the pavilion and moved to the North side – Start Line area when instructed to do so.

START PROTOCOL

Runners and walkers will sign up for a start time during the registration process that allows up to 25 participants per wave. Waves will be spaced 5 minutes apart. The start time interval will be from 7:00-7:10 AM; 9:00-9:10AM; 10:30-10:40 AM. Once the runner has been released, they will be able to race at their own pace, furthering the ability for social distancing.

There will be no more than 25 people in each wave. Only 250 runners will be allowed to participate in each Start Time. The course will close when the last runner has finished the race or by Noon.

No gear check will be provided.

Start Times – will have 10 different waves at 1 minute intervals

10K	5K	5K	
7:00 AM	9:00AM	10:30AM	25 runners
7:01 AM	9:01AM	10:31AM	25 runners
7:02 AM	9:02AM	10:32AM	25 runners
7:03 AM	9:03AM	10:33AM	25 runners
7:04 AM	9:04AM	10:34AM	25 runners
7:05 AM	9:05AM	10:35AM	25 runners
7:06 AM	9:06AM	10:36AM	25 runners
7:07 AM	9:07AM	10:37AM	25 runners
7:08 AM	9:08AM	10:38AM	25 runners
7:09 AM	9:09AM	10:39AM	25 runners

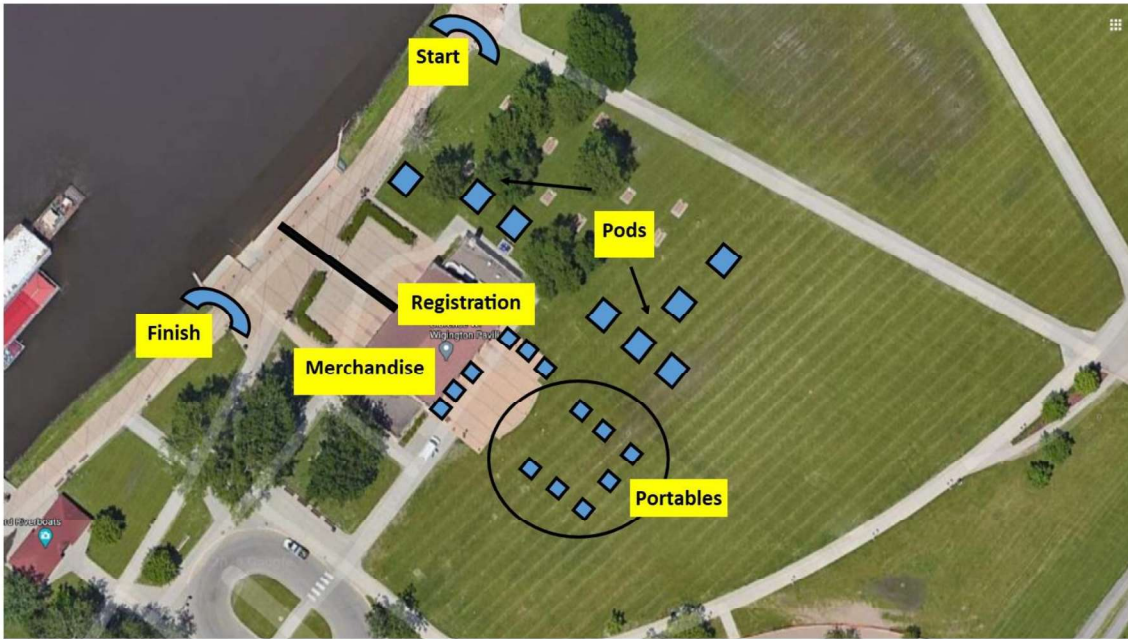
“Ready to Run” Waiver/Pledge - Participants will be required to sign a waiver/pledge to arrive ready to run as a part of our waiver. The pledge outlines the safety protocols and social distance guidelines that will help ensure a healthy experience for participants and volunteers.

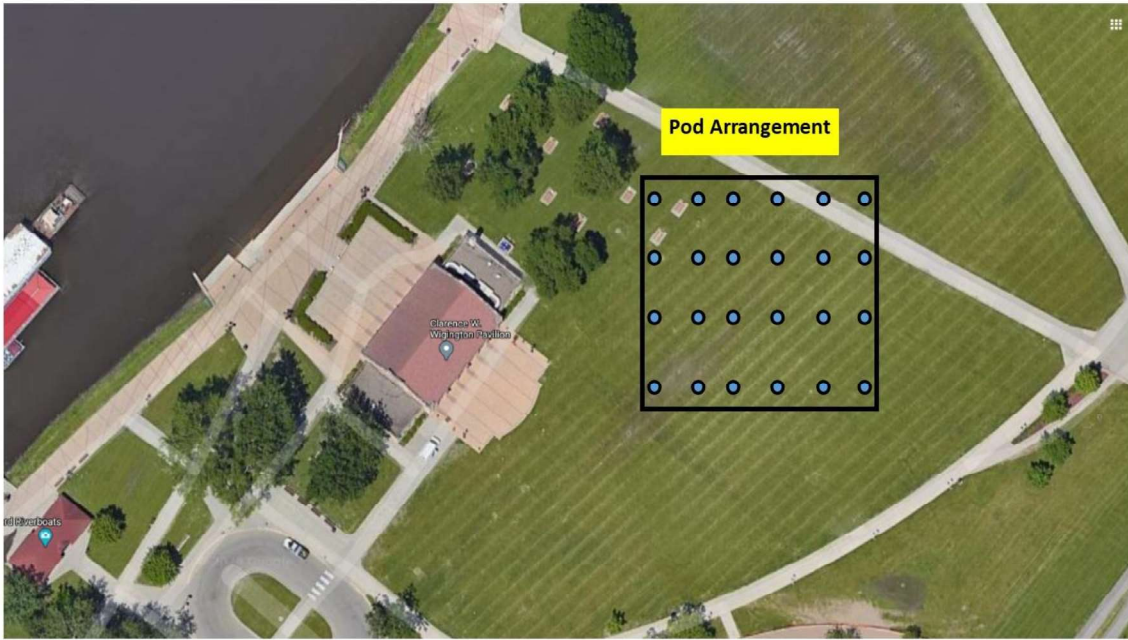
START CORRAL

The starting area will only be accessible via a checkpoint entrance, and then accessible via a walkway down the center that leads to marked standing points throughout the corral spaced 6 feet apart. Runners and walkers will find a standing point nearest the starting line and 'load' to the back of the corral until all the points are taken. Volunteers will be available to help guide participants. At the wave start time, participants will unload the corral in the same way to cross the timing mat, starting their run or walk.

FINISH LINE & RESULTS

All post-race items will be bagged in advance, along with the respective medal. After runners cross the finish line, they will be given a bag and strictly follow the orange coned exit path indicated on the map below back to their vehicle and exit the park immediately. This path will be monitored by volunteers and marked with signs and chalk. No spectators will be allowed in the start/finish area.





RISK ASSESSMENT

Our plan and advance training for staff and volunteers will employ the *World Health Org's Mass Gathering Mitigation Checklist for COVID-19*. Based on our assessment and including all measures not specifically detailed in this summary, as of October 24, the overall risk score for this event:

179 / 81% / Very Low Risk

Here are the links to our mitigation checklist and matrix:

- https://drive.google.com/file/d/1m3ktlbQh1I9p4WFxcl_YRYj32tMEPGlu/view
- https://drive.google.com/file/d/1EILFrjO31KmOLwOF_Djbl0cHSFjuI6gk/view

COVID-19 waiver for Participants and/or Volunteers

By racing, you **WARRANT AND CONFIRM** that you **ARE NOT** experiencing any the following:

- Fever of 100.4 degrees Fahrenheit or higher
- Cough
- Shortness of Breath or Difficulty Breathing
- Chills
- Muscle Pain
- Sore Throat
- New Loss of Taste or Smell

Furthermore, by entering the race and participating, you **WARRANT AND CONFIRM** that you have not experienced any such symptoms within the past 72 hours or come in close contact with anyone confirmed or suspected to have COVID-19 in the last two weeks. Finally, if you have experienced any of the above symptoms in the past, by entering the race and participating, you **WARRANT AND CONFIRM** that you have been symptom-free for 72 hours without the use of fever-reducing medications and at least seven days have passed since the symptoms first appeared.

By signing (or electronic submission via email) below, I acknowledge that I understand the inherent risks associated with exposure to COVID-19 and am voluntarily assuming such risks in order for me and/or my child to participate in the Chocoholic Frolic Races. I hereby release and waive, and further agree to indemnify, hold harmless, or reimburse the Anderson Race Management and its individual agents, employees, and representatives, from and against any claim which I, my child, or any other party, may have or claim to have, for any losses, damages, or injuries arising out of or relating to exposure to COVID-19 in connection with my or my child's participating in the Chocoholic Frolic. Participant or parent/guardian certifies that they will comply with any applicable Executive Order from the Governor of Minnesota regarding participating in the Chocoholic Frolic. Participant and parent/guardian understand that if participant displays any of the symptoms of COVID-19 they are NOT to participate in the Chocoholic Frolic Race and must quarantine for 14 days.

If you cannot certify to the above, DO NOT race.

Cleared for Entry and Participation? Masks are required any time you are unable to practice social distancing.

Race Number: _____

Print Name: _____

Sign Name: _____

Today's Date: _____

GOAL SUMMARY

Anderson Race Management believes this plan will help execute a successful and socially responsible race event. We believe it will provide a safe, comfortable experience for runners to participate in an event within CDC and MDH guidelines. We have judiciously looked for ways to reduce risk and hope for it to become a prominent model for other organizations to host beneficial community events safely during the COVID-19 pandemic.

Certified by:

Mary E. Anderson

9/24/2020

Anderson Race Management

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This document has been prepared with a collaboration of race directors, timing company and race management personnel with the MRITF.