

# Proposed Phases for Resuming In-Person Gatherings

St John's Lutheran Church  
Glendale, Arizona

Approved by Congregation Council, 21 May 2020

Revision 21 Oct 2021

## Phase 0

*Risk assessment: Sustained and intensive transmission; widespread community transmission.*

### People instructed to stay home.

1. Worship
  - a. Worship and prayer meetings: streamed from home. Organ and Band Music recorded.
  - b. Choir: no choir meetings; virtual choir
  - c. Bell Choir: no bell choir meetings
2. Fellowship
  - a. No in-person fellowship time; no potlucks; any "coffee hours" by online meetings;
3. Education
  - a. Sunday School, Confirmation, First Communion by online meetings only
  - b. Bible Studies: Online meetings only
  - c. Youth Group: Online meetings only
4. Administration
  - a. Council & other meetings: Online meetings only
  - b. Church Office closed. Calls forwarded to secretary's home
  - c. Custodian: Custodian will continue to work, observing strongest hygiene and distancing; focus will be on sanitizing the food pantry and courtyard bathrooms, especially all contact surfaces following CDC sanitization guidelines
  - d. Counters: Only two counters meet weekly and observe strongest hygiene and distancing measures
  - e. Check signers: Check signers come in separately and observe strongest hygiene and distancing measures.
  - f. Newsletter will transition to email and online, with as few as possible printed and mailed; one or two people maximum gather to assemble mailed newsletter, observing strongest hygiene and distancing.
  - g. Council and Finance Committee begins contingency planning: (a) What questions need to be asked to assess financial stability? For example, what are the current liquid resources measured in months of expenses? (b) What indicators will suggest changes need to be made? (c) Who are the conversation partners that need to be engaged in answering these questions? (d) What is leaders' comfort with risk? (e) What are the congregation's values that will guide decisions to cut? (f) What priorities? Expenses will be cut first, second, third, etc. (g) How will those cuts be communicated to the congregation?
5. Pastoral Care
  - a. Pastor works from home using phone and online meetings. No in-person visits

- b. Memorial services delayed without compelling reason. Any in-person funerals, memorials, or gravesides less than 10 people and observing the strongest hygiene and distancing measures.
  - c. Visitation Ministers making phone calls to care receivers at least every other day. Members of the congregation strongly encouraged to call 5 other people each day, using video if possible.
  - d. Weddings delayed
6. Outreach
- a. Food Pantry open with limited staff and strongest hygiene and distancing measures.
  - b. Family Promise: meals purchased individually, and driver takes to Family Promise's facility, observing strongest hygiene and distancing in both pickup and drop off
  - c. Other outreach cancelled or moved home (LSS-SW appoints by phone, email; storytellers cancelled; other community groups cancelled)

## **Phase 1 (Staff at Church)**

*Risk assessment: Community Transmission declining from plateau*

### **Staff returns to church; Mass Gatherings Cancelled**

1. Worship: Streamed only, but Pastor streams from Church with only one assistant
2. Fellowship: Online (Same as Phase 0)
3. Education: Online (Same as Phase 0)
4. Administration: Online (Same as Phase 0), but Church Secretary and Pastor resume working from church property on a limited basis, meeting by appointment only using masks and physical distancing.
5. Pastoral Care: Phone (Same as Phase 0)
6. Outreach: Food Pantry Only; Deliver Family Promise; no outside groups (Same as Phase 0)

## **Phase 2 (Gatherings of Less than 10)**

*Risk assessment: Community Transmission occurring (2 weeks of declining new cases in Maricopa Cty)*

### **Groups of 10 or less gather and streamed online; Mass Gatherings Cancelled**

1. Worship: less than 10 people to lead streaming service from sanctuary
  - a. Worship and prayer meetings: streamed from church sanctuary with less than 10 worship leaders, including Organist and Band.
  - b. Hygiene and distancing: Worship leaders enter through one door and exit through another. All wear masks and use hand sanitizer at door. Face Shields may be worn if someone has a medical condition that does not permit them to wear a mask.
  - c. Use powerpoint on screens; no hymnals to minimize number of things people touch with hands.



- b. Bible Studies: meet with masks and distancing measures while streaming online
  - c. Youth Group: meet with masks and distancing measures while streaming online
- 4. Administration: At church with masks and distancing, streaming online. Meetings not to exceed one hour.
  - a. Council & other meetings: Meet at church with masks and distancing streaming online.
  - b. Church Office open: Use masks and distancing.
  - c. Custodian: Facilitate increased ventilation of restrooms using fans
  - d. Counters: Meeting with masks and distancing
  - e. Newsletter will continue on email and online.
- 5. Pastoral Care: With masks and distancing
  - a. Pastoral staff makes hospital, care center, and home visits if allowed.
  - b. Memorial, funeral, and graveside services allowed as long as less than 50 people AND distancing measures can be observed.
  - c. Visitation Ministers making in-person visits if allowed.
  - d. Weddings allowed as long as less than 50 people AND distancing measures can be observed.
- 6. Outreach: With masks and distancing
  - a. Food Pantry open with masks and distancing
  - b. Family Promise: host at church if allowed with masks and distancing
  - c. All outreach activities open as long as masks worn and distancing measures observed (LSS-SW; storytellers; LD 30; other community groups)
  - d. Courtyard Bathrooms aired with fans between use

*Step back to Phase 2 when decided by the executive committee or council based on CDC recommendation that indoor gatherings should be no greater than 10 people.*

## **Phase 4 (In-person resumed)**

*Risk assessment: Isolated household transmission*

**Groups of 100 or less gather with masks for those unvaccinated or at-risk. People who are fully vaccinated do not need to wear masks unless they choose. (“Fully vaccinated” means “two weeks after having received the last shot for full vaccination.”)**

1. Worship: less than 100 people in sanctuary masks for those unvaccinated or at-risk
  - a. Pre-registration no longer necessary
  - b. Holy Communion by continuous line, wine in individual cups
  - c. Offering plate on stand; people drop in as they come up for communion
  - d. Choir: Choir may resume.
  - e. Bell Choir: Bell Choir may resume.
2. Fellowship: Food and drink may be served outside with distancing.
3. Education: In-person, masks for those unvaccinated or at-risk
4. Administration: Resumed
5. Pastoral Care: Resumed
6. Outreach: Resumed

*Step back to Phase 3 if cases per 100,000 exceeds 50 in Maricopa County or a positive case of a worshipper or a worship leader.*

## **Phase 5 (In-person, vigilant without masks)**

*Risk assessment: No imported or household transmission; herd immunity reached (70% of population has either been infected or vaccinated)*

**Normal activities, watching closely for the need to re-escalate**