

COVID-19 Preparedness Plan for Highland Ball

Highland Ball is committed to providing a safe and healthy environment for all our players, coaches, parents, spectators, and workers (collectively, these persons are referred to as “Highland Ball Patrons” or “Patrons”). “Workers” include field maintenance staff and umpires paid directly by Highland Ball. To ensure we have a safe and healthy environment, we have developed the following COVID-19 Preparedness Plan in response to the COVID-19 pandemic. This Plan incorporates and supplements, where applicable, the MBL/MYAS/MN Softball Guidelines for reopening youth baseball and softball (referred to as the “Guidelines”). A draft of the current Guidelines is attached – if there are changes, the final version will be published and posted.

Our COVID-19 Preparedness Plan follows applicable Centers for Disease Control and Prevention (CDC) and Minnesota Department of Health (MDH) guidelines, and Executive Orders 20-48 and 20-81 (Face Coverings), and addresses:

- hygiene and respiratory etiquette;
- administrative controls for social distancing;
- cleaning and disinfecting, and decontamination;
- identification and isolation of sick persons; and
- communications, training, and enforcement.

Screening and policies for persons exhibiting symptoms of COVID-19

The following policies and procedures are being implemented to assess the health status of Highland Ball Patrons prior to entering any Highland Ball facility and for Patrons to report when they are sick or experiencing symptoms.

- All Highland Ball Patrons must self-screen themselves and players for whom they are responsible for signs and symptoms of COVID-19 before the Patron comes to a facility for work or a Highland Ball event, including but not limited to practices and games;
- If a Patron has symptoms of COVID-19, that person should not come to any Highland Ball facility;
 - in the case of a player absence due to COVID-19 symptoms, the parent should report the reason for the absence to the player’s coach;
 - in the case of a coach absence due to COVID-19 symptoms, the coach should report the reason for the absence to a member of the board of directors;
 - in the case of a worker absence due to COVID-19 symptoms, the worker or the worker’s parent should report the reason for the absence to the worker’s supervisor;
- If a Patron exhibits COVID-19 symptoms while at a Highland Ball event, they will be asked to immediately leave the facility; if it’s a youth player or worker, the parents will be contacted and asked to pick up the player/worker; the player/worker shall be isolated at the facility with adult supervision until such time as they can be picked up;
 - According to the CDC, COVID-19 symptoms include cough, fever, chills, muscle pain, shortness of breath or difficulty breathing, sore throat, and new loss of taste or smell

- If a Patron or someone that resides with a Patron tests positive for COVID-19 and has been at a Highland Ball facility within 10 days of getting the test result, the Patron must report the positive test to the Minnesota Department of Health (MDH) and to a member of the board of directors within 24 hours and cooperate with contact tracing efforts by the MDH;
 - The Patron and members of the Patron's household may not attend Highland Ball events until they have met the applicable CDC guidance (<https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/when-its-safe.html>);
 - Highland Ball will cooperate and comply with all directives of the MDH in the event of a confirmed case.

Handwashing

Basic infection prevention measures are being implemented at Highland Ball facilities. Highland Ball Patrons are instructed to wash their hands for at least 20 seconds with soap and water frequently throughout the day, but especially prior to coming to a Highland Ball facility and after using the toilet. In addition, Highland Ball is implementing the following policies and procedures:

- At Highland Ball facilities, the primary hand cleaning method will be the use of hand sanitizer, which will be provided at the facilities and with each team for use during practice and games;
 - Strongly recommend patrons provide their own sanitizer
 - To the extent coaches or other league personnel purchase sanitizer for use at Highland Ball activities, they will be reimbursed by Highland Ball;
- During scheduled game times, portable and permanent restrooms will remain open with sanitizer and/or soap for hand washing;
- Designated coaches from each team will be responsible for reminding players (more frequently with younger players) to use sanitizer regularly and in an organized fashion.

Respiratory etiquette: Masks and covering a sneeze or cough

Highland Ball Patrons 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, in particular their mouth, nose and eyes, with their hands. They should dispose of tissues in provided trash receptacles and wash or sanitize their hands immediately afterward. In addition, Highland Ball is implementing the following policies and procedures:

- Highland Ball highly recommends the use of masks for all players, parents and spectators.
- Over-the-neck masks will be provided to all coaches, players, workers, and umpires who work Highland Ball games; all coaches, players, workers, and umpires are required to have a mask in their possession at all Highland fields and facilities
- Patrons will be expected to comply with the Guidelines and Executive Order 20-81 to the extent they require or recommend masks;
- To the extent not addressed in the Guidelines, coaches and umpires will be required to wear a mask at any time they are within 6' of a player, during practices or games.

Patrons will be reminded of respiratory etiquette through email communications and supported by making extra trash receptacles available to all Patrons.

Social distancing

Social distancing (also referred to as “physical distancing”) of six feet will be implemented and maintained between Highland Ball Patrons at all Highland Ball facilities through the following engineering and administrative controls:

- The playground and concession stand (at Highland Fields) will be closed to reduce movement and avoid congregating at the facility;
- The bleachers will be closed to spectators;
- There will be clearly-marked, designated areas for spectators along the outfield fence from the area just behind first base, around the outfield, and ending at the area just behind third base;
- To minimize the size of gatherings around the fields, it is strongly recommended that families bring no more than two spectators per player to games;
- The manner of physical distancing of players and coaches in practices and games will be set by the Guidelines;
- Practice times at Highland Ball facilities will be staggered by at least 15 minutes to minimize overlap between pick-up and drop-off;
 - Other than coaches, parents and spectators are encouraged to drop players off and return to pick them up or watch practices from their cars;
 - Players should arrive to practice shortly before the scheduled start and leave promptly at the end of practice;
- Game times will be staggered by at least 20 minutes to minimize overlap of Patrons between games;
 - Coaches and Players are not permitted to be at a Highland Ball facility more than 30 minutes prior to game time; the next-up teams shall have designated areas to gather and must maintain physical distancing at all times prior to the game;
 - Parents/spectators shall keep 6 feet of physical distance from non-family members at all times;
 - Postgame team meetings are not permitted on the field; players and spectators must leave the facility promptly after games;
 - After a game, 3 coaches work to (1) clean dugouts/disinfect, (2) rake and prep fields for next game and (3) manage player pick-up;
 - Prior to game, coaches confirm with leaving coaches that disinfecting has been completed and manage player warm-up;
- Game times will have hard stops and coaches will be encouraged to manage time, regardless of score.
 - Parents must know when their players will be ready for pick-up which should be orderly and efficient;
 - Players stay in the outfield until their parent/car is identified.

Cleaning and disinfection of surfaces

Appropriate and effective cleaning/disinfectant supplies will be purchased and available for use in accordance with product labels, safety data sheets and manufacturer specifications and are being used with required personal protective equipment for the product. Regular housekeeping practices are being implemented, including routine cleaning and disinfecting of amenities, equipment, and high-touch surfaces at Highland Ball facilities, including dugouts, restrooms, and equipment rooms. In addition, Highland Ball is implementing the following policies and procedures:

- Coaches will have sanitizer or a bleach/water solution to disinfect surfaces before, during, and after practices and games;
- Parents are encouraged to send sanitizer with their player for individual use to sanitize their own equipment;
- Dugouts shall not be used during practice;
- Sanitizing of the balls for play in practice or games will be set by the Guidelines;
- During scheduled game times, portable or permanent restrooms will remain open with sanitizer and/or soap for hand washing;

Communications, training, and enforcement

The Highland Ball COVID-19 Preparedness Plan will be communicated to all Highland Ball Patrons and training will be provided to all workers, coaches, league commissioners, and board members as follows:

- The Plan, along with any supplemental rules, will be posted in various common locations throughout the facilities;
- Frequent email communication regarding the Plan will be sent to Patrons;
- The Plan will be posted on the Highland Ball website;
- Social media sites may also be utilized to communicate elements of the Plan;
- Board members and commissioners will be trained on the Plan at Highland Ball facilities, in a physically distanced manner, and they will then host age-level coaches trainings that will be mandatory for coach participation;
- Umpires will be trained on the Plan at Highland Ball facilities in a physically distanced manner.

Members of the Board of Directors, league commissioners, coaches, parents, and workers are all responsible for implementing and complying with this Plan and the Guidelines. Our goal is to minimize the potential for transmission of COVID-19 in our environment and communities, and that requires full cooperation. The Board will be monitoring compliance with the Plan and coaches or other Patrons who intentionally disregard or repeatedly fail to adhere to the Plan will be subject to discipline in accordance with the Highland Ball Code of Conduct, including but not limited to preclusion from participating in or attending Highland Ball events.

This COVID-19 Preparedness Plan was approved by Highland Ball's Board of Directors as of May 25, 2020, and posted to the Highland Ball website. It was updated effective July 25, 2020 to refer to the requirements of

Executive Order 20-81. The updated version will be posted on the Highland Ball website and at facilities controlled by Highland Ball. It will be further updated as necessary.

Certified by:

[Signature]

[Title of official]

Appendix A – Guidance for developing a COVID-19 Preparedness Plan

General

Centers for Disease Control and Prevention (CDC): Coronavirus (COVID-19) – www.cdc.gov/coronavirus/2019-nCoV

Minnesota Department of Health (MDH): Coronavirus – www.health.state.mn.us/diseases/coronavirus

State of Minnesota: COVID-19 response – <https://mn.gov/covid19>

Businesses

CDC: Resources for businesses and employers – www.cdc.gov/coronavirus/2019-ncov/community/organizations/businesses-employers.html

CDC: General business frequently asked questions – www.cdc.gov/coronavirus/2019-ncov/community/general-business-faq.html

CDC: Building/business ventilation – www.cdc.gov/coronavirus/2019-ncov/community/guidance-business-response.html

MDH: Businesses and employers: COVID-19 – www.health.state.mn.us/diseases/coronavirus/businesses.html

MDH: Health screening checklist – www.health.state.mn.us/diseases/coronavirus/facilityhlthscreen.pdf

MDH: Materials for businesses and employers – www.health.state.mn.us/diseases/coronavirus/materials

Minnesota Department of Employment and Economic Development (DEED): COVID-19 information and resources – <https://mn.gov/deed/newscenter/covid/>

Minnesota Department of Labor and Industry (DLI): Updates related to COVID-19 – www.dli.mn.gov/updates

Federal OSHA – www.osha.gov

Handwashing

MDH: Handwashing video translated into multiple languages – www.youtube.com/watch?v=LdQuPGVcceg

Respiratory etiquette: Cover your cough or sneeze

CDC: www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/prevention.html

CDC: www.cdc.gov/healthywater/hygiene/etiquette/coughing_sneezing.html

MDH: www.health.state.mn.us/diseases/coronavirus/prevention.html

Social distancing

CDC: www.cdc.gov/coronavirus/2019-ncov/community/guidance-business-response.html

MDH: www.health.state.mn.us/diseases/coronavirus/businesses.html

Housekeeping

CDC: www.cdc.gov/coronavirus/2019-ncov/community/disinfecting-building-facility.html

CDC: www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/disinfecting-your-home.html

CDC: www.cdc.gov/coronavirus/2019-ncov/community/organizations/cleaning-disinfection.html

Environmental Protection Agency (EPA): www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2

Employees exhibiting signs and symptoms of COVID-19

CDC: www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/steps-when-sick.html

MDH: www.health.state.mn.us/diseases/coronavirus/basics.html

MDH: www.health.state.mn.us/diseases/coronavirus/facilityhlthscreen.pdf

MDH: www.health.state.mn.us/diseases/coronavirus/returntowork.pdf

State of Minnesota – <https://mn.gov/covid19/for-minnesotans/if-sick/get-tested/index.jsp>

Training

CDC: www.cdc.gov/coronavirus/2019-ncov/community/guidance-small-business.html

Federal OSHA: www.osha.gov/Publications/OSHA3990.pdf

MDH: www.health.state.mn.us/diseases/coronavirus/about.pdf