

**SOUTHERN MARYLAND SAILING ASSOCIATION
(SMSA)**

**COVID-19 SAFETY PLAN
AND GUIDELINES**



REVISION HISTORY

Change Number	Date	Changed Pages	Description
0	17 June 2020	N/A	Original Release of the document
1	26 June 2020		Added sections for Smallboat Racing; added unique requirements for use of RC Boat; added unique requirements for Smallboat Checkout that were previously in the basic Policy Manual
2	24 July 2020	6	Added section for SMSA Cruises
3	30 July 2020	2, 3, 4, 5, 6	Revised plan to comply with latest MD Executive Order 20-07-29-01 regarding use of Face Coverings
4	20 February 2021		Revised Plan to allow use of club assets as within the law
5	25 Feb 2021		Added half capacity restriction (CDC & Maryland) to document Corrected Director data in table

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BACKGROUND

The purpose of this document is to provide guidance on SMSA's response to COVID-19 and the related guidance will help inform our Board of Directors to help in their decision-making process for all activities, both on-the-water and shore-based.

The current SMSA Board of Directors shall be responsible for creating COVID-19 specific policies. Any policy changes for COVID-19 will be documented in the overarching SMSA Policy Manual which can be found on the SMSA Website (www.smsa.com).

Any questions regarding this document should be directed to the Commodore at commodore@smsa.com.

2021 SMSA LEADERSHIP ROSTER

Board of Directors (BOD)		
Position	Name	E-Mail
Commodore	Marc Briere	commodore@smsa.com
Vice Commodore	Peter Quinn	vicecommodore@smsa.com
Rear Commodore	Chris Staley	rearcommodore@smsa.com
Secretary	Cristin Shiffer	secretary@smsa.com
Treasurer	Russell Miller	treasurer@smsa.com
Director	Lowell Martin (23)	LowellMartin@smsa.com
Director	Rich Freeman (21)	RichFreeman@smsa.com
Director	Joe Frost (21)	JoeFrost@smsa.com
Director	James Keen (23)	JimKeen@smsa.com
Director	Carl Kemp (22)	CarlKemp@smsa.com
Director	Shawn Stanley (22)	ShawnStanley@smsa.com

(##) – indicates year term ends

FRIDAY HAPPY HOUR

- 1) Effective February 20 at 5:30 pm the clubhouse will open to Friday Night Happy Hours only with the following steps:
 - a. Access is no longer limited to the front room.
 - b. After use, members are required to wipe down the surfaces touched including all knobs/handles

- 2) Occupancy Limits
 - a. 50% of maximum occupancy must be maintained (max front room is 99)

- 3) Restrooms
 - a. Both restrooms are be available for use.
 - b. Restroom: disinfecting wipes will be located in the restroom. After use members are required to wipe down the surfaces touched, including all knobs/handles.

- 4) Seating
 - a. Seating at the bar: social distancing must be maintained
 - b. Seating inside of the club will be limited, and members are not to rearrange the tables or chairs into other configurations.
 - c. Seating will be limited to 4 or 6 persons per table depending on the table configuration.
 - d. If members are not seated at a table and walking around inside the clubhouse to socialize, they will be required to wear a mask.
 - e. For outdoor seating (front patio or back of the club under the canopy) we ask that members socially distance appropriately.
 - f. Face Coverings outdoors are required when you are unable to consistently maintain at least six feet of distance from individuals who are not members of your household . The exception to this is only when consuming food or beverages.
 - g. Wipes or spray bottles labeled "Sanitizing Liquid Mixed per CDC recommendation" and paper towels will be available for you to sanitize your seating areas when you leave the area.

- 5) Members Health
 - a. If a person feels sick, or has a temperature over 100.4 degrees, they should stay home
 - b. If a member/guest has had any signs or symptoms of COVID-19, or has been in the presence of someone who has, they should avoid coming to the club/facility

- 6) Bartenders
 - a. All bartenders whether paid or volunteer shall be required to wear a face mask and follow CDC guidelines with regards to handwashing and sanitization in the work area as well as the rest of the clubhouse.

7) Hours of Operation

- a. Without sufficient volunteers to assist with sanitizing the club after Happy Hour, we are going to change the hours to 5:30 pm - 8:30 pm. At 8:30 pm our bartender will begin the process of sanitizing the tables, bar area, restroom and outside seating areas. Last call will be at 8:20. Members will kindly be asked to begin moving outside of the clubhouse at 8:30 pm.

SMALLBOAT RACING

For Smallboat Racing events the following guidelines shall apply:

- 1) Restrooms
 - a. The restrooms will be available for use.
 - b. Disinfecting wipes will be located in the restroom. After use members are expected to wipe down the surfaces, and all knobs/handles.
- 2) Smallboat Launch and Recovery:
 - a. TBD
- 3) Crane Use
 - a. TBD
- 4) Face coverings
 - a. In accordance with Executive Order 20-07-29-01 “ All persons in Maryland over the age of five (5) years old are required to wear a Face Covering when they are outdoors and unable to consistently maintain at least six feet of distance from individuals who are not members of their household”

SMALLBOAT CHECKOUT PROCEDURES

- 1) Smallboat Checkout Procedures can be found in Appendix B of the SMSA Policy Manual.
- 2) Due to COVID-19 the Smallboat Checkout Procedures are modified as follows:
 - a. Item 1: An SMSA member may sign out a Holder 20, Sunfish, 420, Opti, sailboat. AFTER they have completed a “Check Out Assessment” to ensure proper rigging, launching and docking. *(See Smallboat Chair for checkout). The small skiff may also be checked out when available and only to accompany sailors. The operator shall attach the safety lanyard to themselves. The skiff common touch surfaces (wheel/shift/key/lift control) must be wiped down with disinfecting wipes post-use.
 - b. Item 2: When signing out a boat, the member must indicate name, names of additional sailors, type of boat & it’s identifying name or number, departure time, and expected time of return, in the log book located in the Middle Room.
 - c. Item 3: A minor member must have a permission slip signed by their parent / guardian on file with SMSA before they can sign out a boat. For members under the age of sixteen an adult must be present and monitoring their sailor for the duration of their sail and assist in both launch and retrieval of the boat. CDC recommended social distancing and face coverings shall be practiced in the SMSA boatyard. Dollies that could be handled by someone else shall

be wiped down after use. Members under the age of 16 may not sign out a Holder 20 or the small skiff.

- d. Item 6: Boats may be signed out for SMSA racing events at the discretion of the appropriate Race Chair(s). Sign out is limited to one event at a time. Refer to the Race Chair for applicable fees and any rules regarding scoring or participation. Boats may be checked out for the purpose of participating in a sanctioned Smallboat event outside of the prescribed season. (May 1 to September 30)

KEELBOAT RACING

Details regarding the Keelboat Racing Program can be found on the SMSA Website by clicking "Keelboat" at the top of the homepage with the exception of the following:

- 1) Face Coverings - In accordance with Executive Order 20-067-1029-01 "all persons in Maryland over the age of five (5) years old are required to wear a Face Covering when they are outdoors and unable to consistently maintain at least six feet of distance from individuals who are not members of their household"

RC BOAT PROCEDURES

- 1) RC Boat Procedures can be found in Appendix F of the SMSA Policy Manual.
- 2) Due to COVID-19, the RC Boat Procedures are modified as follows:
 - a. Due to COVID precautions, the minimum crew is 2 persons, the use of flags and course letters is suspended, and socially distance. Face coverings are required if you are unable to consistently maintain at least six feet of distance from individuals who are not members of your household.
 - b. Once the RC Boat is back in the slip, rinse the boat with a fresh water washdown of the exterior and a sanitizing wipe down of touch surfaces using disinfecting wipes or a bleach solution per the CDC guidelines.

SMSA CRUISES

Raft-Ups

- 1) Masks are required while securing and unsecuring boats if unable to consistently maintain at least six feet of distance from individuals who are not members of their household.
- 2) Boats can raft up, you can move between boats as long as a 6 ft distance is maintained or a mask must be worn
- 3) Congregating in a single cockpit is discouraged

RESOURCES

- 1) Center for Disease Control (CDC) Coronavirus (COVID-19)
(<https://www.cdc.gov/coronavirus/2019-nCoV/index.html>)
- 2) Maryland COVID-19 Pandemic: Orders and Guidance
(<https://governor.maryland.gov/covid-19-pandemic-orders-and-guidance/>)
- 3) Gowrie Risk Report: COVID-19 Risk Management & Best Practices for Sailing Organization
- 4) Requiring Use of Face Coverings Under Certain Circumstances and Requiring Implementation of Certain Physical Distancing Measures (<https://governor.maryland.gov/wp-content/uploads/2020/04/Masks-and-Physical-Distancing-4.15.20.pdf>)