2021

Crawford County Fair

COVID-19 Emergency Action Plan



Crawford County Fairgrounds

20939 Hamilton Road, Meadville, PA 16335

August 21st – 28th, 2021

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Purpose of the Plan

The Pennsylvania State Association of County Fairs (PSACF) and The Pennsylvania State Showmen's Association (PSSA) has created a plan template to allow for the safe reopening of the fair industry for 2021, while acknowledging the ongoing COVID-19 pandemic and offering a variety of mitigation measures to protect the health of all event employees and guests.

This plan is to supplement, not replace state and local health and safety rules. It is important to routinely monitor COVID-19 data and associated mitigation orders, and follow the guidance devised by the Pennsylvania Department of Health for the Crawford County Fair.

The Commonwealth established mask wearing policy that must be followed to help stop the spread of the COVID-19 virus. All fairs are expected to follow guidance from the Office of the Governor, the Pennsylvania Department of Health, and the Centers for Disease Control.

Mandatory requirements may be adjusted at any time during the 2021 fair season. Moving forward, it is important to consider that if the COVID-19 rate of infection is elevated in our area and the Commonwealth declares an emergency, the fair may be required to cancel or suspend operations.

The 2021 Crawford County Fair will not have grandstand concerts, amusement rides, fair queen pageant, or the circus at this time. Other events may be added based on changes in CDC and DOH mandates.

COVID-19 Fair Planning Team

The COVID-19 Planning Team consists of County Commissioners Eric Henry and Francis Weiderspahn, Fair Board Members Dean Maynard and Bill Good, Department of Public Safety Staff Allen Clark and Don Bovard, and Maintenance Director Mark Phelan. The COVID-19 Point of Contacts for any question is Fair Board President Dean Maynard.

Guiding Principles

The more people an individual interacts with at a gathering and the longer that interaction lasts, the higher the potential risk of becoming infected with COVID-19 and COVID-19 spreading.

The <u>higher the level of community transmission</u> in the area that the gathering is being held, the higher the risk of COVID-19 spreading during a gathering.

The size of an event or gathering should be determined based on state, local, territorial or tribal safety laws and regulations.

The risk of COVID-19 spreading at events and gatherings increases as follows:

Lowest risk: Virtual-only activities, events, and gatherings.

More risk: Smaller outdoor and in-person gatherings in which individuals from

different households remain spaced at least 6 feet apart, wear masks, do not share objects, and come from the same local area (e.g., community,

town, city, or county).

Higher risk: Medium-sized in-person gatherings that are adapted to allow individuals

to remain spaced at least 6 feet apart and with attendees coming from

outside the local area.

Highest risk: Large in-person gatherings where it is difficult for individuals to remain

spaced at least 6 feet apart and attendees travel from outside the local

area.

Targeting COVID-19's Spread

SARS-CoV-2, the virus that causes COVID-19, is thought to be mostly spread by respiratory droplets released when people talk, cough, or sneeze. It is thought that the virus may also spread to hands from a contaminated surface and then to the nose, mouth or eyes, causing infection. Therefore, personal prevention practices (such as https://maintaining.new.new.hem sick, maintaining.new.hem of feet of distance, and wearing.new.hem a mask) and environmental prevention practices (such as cleaning.new.hem and disinfecting) are important ways to prevent the virus's spread.

Promoting Healthy Behaviors that Reduce Spread

The Crawford County Fair will implement the following strategies to encourage behaviors that reduce the spread of COVID-19 among staff and attendees.

Staying Home when Appropriate

- Educate staff and attendees about when they should stay home.
 - Advise <u>employees and attendees to stay home</u> if they have tested positive for COVID-19 or are showing COVID-19 symptoms.
 - Advise employees, volunteers, and attendees to stay home and monitor their health if they have had a <u>close contact</u> with a person who has symptoms of COVID-19 within the past 14 days.
 - CDC's criteria can help inform when employees should return:
 - If they have been sick with COVID-19
 - If they tested positive for COVID-19 but had no symptoms

- If they have recently had a close contact with a person with COVID-19
- Consider developing flexible refund policies for attendees for events that involve a participation fee.
- Fair staff, volunteers, vendors, and patrons that are considered in the atrisk category should be discouraged from working at the fair.

Hand Hygiene and Respiratory Etiquette

- Require frequent employee <u>handwashing</u> (e.g., before, during, and after taking tickets; after touching garbage) with soap and water for at least 20 seconds and increase monitoring to ensure adherence.
- If soap and water are not readily available, employees can use hand sanitizer that contains at least 60% alcohol and rub their hands until dry.
- Encourage staff to <u>cover the mouth and nose with a tissue when coughing and sneezing</u>. Used tissues should be thrown in the trash and hands washed immediately with soap and water for at least 20 seconds.
- o Encourage attendees to wash hands often and cover coughs and sneezes.
- Attendees often exchange handshakes, fist bumps, and high-fives at events.
 Display <u>signs</u> (physical and/or electronic) that discourage these actions during the event.

Masks

- Require the use of <u>masks</u> among staff. Masks are **most** essential in times when physical distancing is difficult (e.g., when moving within a crowd or audience).
- Provide all staff with information and training on <u>proper use</u>, <u>removal</u>, <u>and</u> washing of masks.
- o Advise staff that <u>masks</u> should **not** be placed on:
 - Babies or children younger than 2 years old
 - Anyone who has trouble breathing
 - Anyone who is unconscious, incapacitated, or otherwise unable to remove the mask without assistance
- o Encourage attendees ahead of the event to bring and use masks at the event.
- Masks are meant to protect other people in case the wearer is unknowingly infected but does not have symptoms. Masks are not meant to be a substitute

- for personal protective equipment such as surgical masks, respirators, or other medical personal protective equipment.
- Masks are strongly encouraged in settings where individuals might raise their voice (e.g., shouting, chanting, singing).
- The County Commissioners will provide masks to the fair which will be securely stored in the first aid station.

Adequate Supplies

Ensure you have accessible sinks and enough supplies for people to clean their hands and cover their coughs and sneezes. Supplies include soap, water, a way to dry hands (e.g., paper towels, hand dryer), tissues, hand sanitizer containing at least 60 percent alcohol, disinfectant wipes, masks (as feasible), and notouch/foot pedal trash cans (preferably covered).

Signs and Messages

- Post <u>signs</u> in highly visible locations (e.g., at entrances, in restrooms)
 that <u>promote everyday protective measures</u> and describe how to <u>stop the</u>
 <u>spread</u> of germs by <u>properly washing hands</u> and <u>properly wearing a mask</u>.
- Broadcast regular <u>announcements</u> on reducing the spread of COVID-19 on public address systems.
 - "The Crawford County Fair Association would like to welcome you to the 75th Anniversary Crawford County Fair. In order to keep the fair as safe as possible, please wear a mask unless eating or drinking, and wash your hands with water or hand sanitizer frequently. If you begin to not feel well or have a fever, please leave the fairgrounds immediately and notify one of the gate workers when exiting."
- Include messages (for example, <u>videos</u>) about behaviors that prevent spread of COVID-19 when communicating with staff, vendors, and attendees (such as on the event website and through event <u>social media accounts</u>).
- Consider developing signs and messages in alternative formats (e.g., large print, braille, American Sign Language) for people who have limited vision or are blind or people who are deaf or hard of hearing.
- Find freely available CDC print and digital resources about COVID-19 on CDC's communications resources main page.

Maintaining Healthy Environments

Fair Association will implement the following strategies to maintain healthy environments.

Cleaning and Disinfection

- <u>Clean and disinfect</u> frequently touched surfaces within the venue at least daily or between uses as much as possible; door handles, sink handles, grab bars, hand railings, porta johns, golf carts, and cash registers.
- Clean and disinfect shared objects between uses—for example, payment terminals, tables, countertops, bars, and condiment holders.
- Develop a schedule for increased, routine cleaning and disinfection.
- o Plan for and enact these cleaning routines when renting event space and ensure that other groups who may use your facilities follow these routines.
- If transport vehicles like buses are used by the event staff, drivers should practice all safety actions and protocols as indicated for other staff—for example, washing hands often and wearing masks and maintaining social distance of bus riders. To clean and disinfect event buses, vans, or other vehicles see guidance for <u>bus transit operators</u> and <u>drivers for hire</u>, and adapt as needed.
- Ensure <u>safe and correct use</u> and storage of <u>cleaners and disinfectants</u> to avoid harm to employees and other individuals. Always read and follow label instructions for each product, and store products securely away from children.
- Cleaning products should not be used near children. Staff should ensure that there is adequate ventilation when using these products to prevent attendees or themselves from inhaling toxic vapors.
- Use disposable gloves when removing garbage bags or handling and disposing of trash.
 - After using disposable gloves, throw them out in a lined trash can.
 - Do not disinfect or reuse the gloves.
 - Wash hands after removing gloves.

Restrooms

- Consider limiting the number of people who occupy the restroom at one time to allow for social distancing.
- Do not allow lines or crowds to form near the restroom without maintaining a distance of at least 6 feet from other people. It may be helpful to post signs or

markers to help attendees maintain the appropriate social distance of at least 6 feet.

- o Ensure that open restrooms are:
 - Operational with functional toilets.
 - <u>Cleaned and disinfected</u> regularly, particularly high-touch surfaces such as faucets, toilets, stall doors, doorknobs, countertops, diaper changing tables, and light switches.
 - Clean and disinfect restrooms daily or more often, if possible, with EPA-approved disinfectants against COVID-19.
 - Ensure safe and correct application of disinfectants and keep products away from children.
 - Stocked with enough supplies for handwashing, including soap and water, a way to dry hands (e.g., paper towels, hand dryer), tissues, hand sanitizer with at least 60% alcohol (for staff and older children who can safely use hand sanitizer), tissues, and no-touch/foot pedal trash cans (preferably covered).
 - Provide additional portable handwashing stations and ensure that they remain stocked throughout the duration of the event. If possible, provide hand sanitizer stations that are touch-free.

Building Ventilation

- County Maintenance will ensure ventilation systems operate properly and increase circulation of outdoor air as much as possible, for example, by opening windows and doors. Do not open windows and doors if doing so poses a safety or health risk to staff or attendees (e.g., risk of falling or triggering asthma symptoms).
- If portable ventilation equipment devices like fans are used, take steps to minimize air from them blowing from one person directly at another person to reduce the potential spread of any airborne or aerosolized viruses.

Modified Layouts

 Capacity/Maximum Occupancy will be determined for each structure and outside area of the fairgrounds. As of May 31^{st,} there are no capacity or maximum occupancy limits. If capacity or maximum occupancy limits are reintroduced, the Fair Board will then implement the following precautions and mitigation measures.

- Signs will be posted at the entrance of each building and area of the occupancy capacity. Fair Volunteers and Vendors staffing these buildings will be responsible for maintaining this occupancy limit for that building.
- Entrance Only and Exit Only signs will be posted and arrows marking one-way directions visible on the floor or other areas to mark the traffic flow path.
- Limit attendance or seating capacity to allow for <u>social distancing</u>, or host smaller events in larger rooms.
- Use multiple entrances and exits and discourage crowded waiting areas.
- Block off rows or sections of seating in order to space people at least 6' apart.
- o Eliminate lines or queues if possible or encourage people to stay at least 6 feet apart by providing signs or other visual cues such as tape or chalk marks.
- Offer online attendance options in addition to in-person attendance to help reduce the number of attendees.
- Space out vendors to ensure lines of patrons can be at least 6' apart.

Physical Barriers and Guides

- Provide physical guides, such as tape on floors or sidewalks and signs on walls, to ensure that individuals remain at least 6 feet apart in lines and at other times (e.g., guides for creating one-way routes). Floor markings
- Install physical barriers, such as sneeze guards and partitions, in areas where it is difficult for individuals to remain at least 6 feet apart. Barriers can be useful at cash registers and other areas were maintaining physical distance of 6 feet is difficult.
- Change seating layout or availability of seating so that people can remain at least
 6 feet apart.

Communal Spaces

- Stagger use of shared indoor spaces such as inside dinning, exhibit buildings, restrooms, and offices as much as possible and <u>clean and disinfect</u> them between uses.
- Add physical barriers, such as plastic flexible screens, between bathroom sinks and beds, especially when they cannot be at least 6 feet apart.

Medical Response and Contact Tracing

- The First Aid Station at the Fairgrounds will be staffed with Basic and Advanced Life Support Personnel with the appropriate PPE to treat patients with and without COVID-19 symptoms.
- First Aid Staff will question all patients seeking medical help and their temperature will be taken prior to entering the first aid station.
- o The First Aid Station will be configured to isolate all patients entering the facility.
- The isolation room for first aid of known COVID-19 positive patients will be the large white trailer behind the first aid station.
- Meadville Medical Center will be notified of a known COVID-19 positive patient while enroute to the hospital.

Livestock Events and Venues

- Consider pre-registration of classes.
- Judges, participants and spectators encouraged to wear masks and maintain social distance. Recommend judges maintain six feet of distance from handlers.
- o Use facilities that provide adequate ventilation for animals and people.
- Consider relocating livestock and horse shows to temporary outside rings if possible.
- Prevent contact between pens of animals from different farms or households to prevent unnecessary interactions. Prevention may be accomplished by spacing out pens or staggering out animals with an empty pen in between.
- Clean and disinfect animal areas frequently, including between uses for different animal species.
- Limit interactions and maintain a distance of at least six feet between animals and people including fair staff and volunteers, judges, and the public who are not from the same farm or household as the animal or its caretaker.
- Split classes to limit the number of animals in the show ring.
- Limit the number of people and/or animals in the ring to ensure that at least six feet is kept between an animal and its handler and other people and animals including judges.

- Stagger activities in washing and grooming areas, or other shared spaces, so that animals from different farms or households do not interact unnecessarily and so people can maintain social distancing.
- Stagger animal move-in/move-out times to reduce contact between people and animals.
- Consider a "Show and Go" with animals stalled at a trailer and leaving immediately after the show
- Limit occupancy in spectator seating. Use tape or signage. Consider only admitting family members of exhibitors if occupancy cannot be managed.
- o Control ingress and egress points to control occupancy in show area.
- Fairs with livestock auctions should consider virtual auction options.

Food Service

- There is no evidence that COVID-19 is spread by food. However, people sharing utensils and congregating around food service areas can pose a risk.
- If the event includes food service, refer to CDC's COVID-19 considerations for restaurants and bars.
- Use touchless payment options as much as possible, if available.
- Ask customers and employees to exchange cash or card payments by placing them on a receipt tray or on the counter rather than by hand to avoid direct hand-to-hand contact.
- <u>Clean and disinfect</u> frequently touched surfaces such as pens, counters, or hard surfaces between use and encourage patrons to use their own pens.
- Provide physical guides, such as tape on floors or sidewalks and signs on walls, to ensure that individuals remain at least 6 feet apart when waiting in line to order or pick up.
- If a cafeteria or group dining room is used, serve individually plated meals or grab-and-go options, and hold activities in separate areas.
- Use disposable food service items including utensils and dishes. If disposable items are not feasible or desirable, ensure that all non-disposable food service items are handled with gloves and washed with dish soap and hot water or in a dishwasher.
- Individuals should <u>wash their hands</u> after removing their gloves or after directly handling used food service items.

 Avoid offering any self-serve food or drink options, such as buffets, salad bars, and drink stations. Consider having pre-packaged boxes or bags for each attendee.

Agricultural Exhibits

- Ensure indoor ventilation systems operate properly and increase circulation of outdoor air as much as possible, for example, by opening windows and doors.
- Judges and participants must wear masks and maintain social distance during judging.
- Suggest advance entries in all departments and set up staggered entry times to reduce the number of exhibitors at any one time.
- o Fairs should have all entry tags prepared prior to the arrival of exhibitors.
- Fairs should have staff or volunteers to accept entries from exhibitors and place the entries in the appropriate location.
- Consider reconfiguring judging areas for food products (where judge must remove mask to taste) so that judges may maintain physical distancing.
- Exhibit building capacity must conform with state and local regulations in effect at the time of the event. Be sure to include staff members and volunteers in the capacity calculation.
- Wider aisles and one-way pedestrian traffic may be needed to maintain physical distancing.
- Demonstration areas should be configured to maintain six -foot physical distancing or be eliminated.
- Sampling food should be restricted or prohibited.

Preparing for When Someone Gets Sick

Fair Association will consider several strategies to implement when someone gets sick.

Advise Sick Individuals of Home Isolation Criteria

- Communicate to sick staff members that they should not return to the fair until they have met CDC's <u>criteria to discontinue home isolation</u>.
- Isolate and Transport Those Who are Sick

- Make sure that staff and attendees know that they should not come to the event and that they should notify Fair Association (e.g., the designated COVID-19 point of contact) if they become sick with COVID-19 <u>symptoms</u>, test positive for COVID-19, or have been <u>exposed</u> to someone with symptoms or a suspected or confirmed case.
- Immediately separate staff and attendees with COVID-19 <u>symptoms</u> (e.g., fever, cough, shortness of breath) at the event. Individuals who are sick should go home or to a healthcare facility, depending on how severe their symptoms are, and follow CDC guidance for caring for themselves.
- Individuals who have had <u>close contact</u> with a person who has <u>symptoms</u> should be separated, sent home, and advised to follow <u>CDC guidance for community-related exposure</u> (see "Notify Health Officials and Close Contacts" below). If symptoms develop, individuals should follow <u>CDC guidance for caring for themselves</u>.
- Work with venue administrators, local officials, and healthcare providers to identify an isolation area to separate anyone who has COVID-like symptoms or who has tested positive but does not have symptoms. Event healthcare providers should use <u>Standard and Transmission-Based Precautions</u> when caring for sick people. See: <u>What Healthcare Personnel Should Know About Caring for Patients with Confirmed or Possible COVID-19 Infection</u>.
- Establish procedures for safely transporting anyone sick to their home or to a healthcare facility. If you are calling an ambulance or bringing someone to the hospital, call first to alert them that the person may have COVID-19.

Clean and Disinfect

- Close off areas used by a sick person and do not use these areas until
 after <u>cleaning and disinfecting</u> them (for outdoor areas, this includes surfaces or
 shared objects in the area, if applicable).
- Wait at least 24 hours before cleaning and disinfecting. If 24 hours is not feasible, wait as long as possible. Ensure <u>safe and correct use</u> and storage of <u>cleaning external icon</u> and disinfection products, including storing them securely away from children.

• Notify Health Officials and Close Contacts

- In accordance with state and local laws and regulations, Fair Association should notify <u>local health officials</u>, staff, and attendees of any case of COVID-19 while maintaining confidentiality in accordance with the <u>Americans with Disabilities</u> <u>Act (ADA)</u> and other applicable laws and regulations.
- Advise those who have had <u>close contact</u> with a person diagnosed with COVID-19 to stay home, <u>self-monitor for symptoms</u>, and follow <u>CDC guidance</u> if symptoms develop.

Building Occupancy Limits – If Needed

Indoor Events

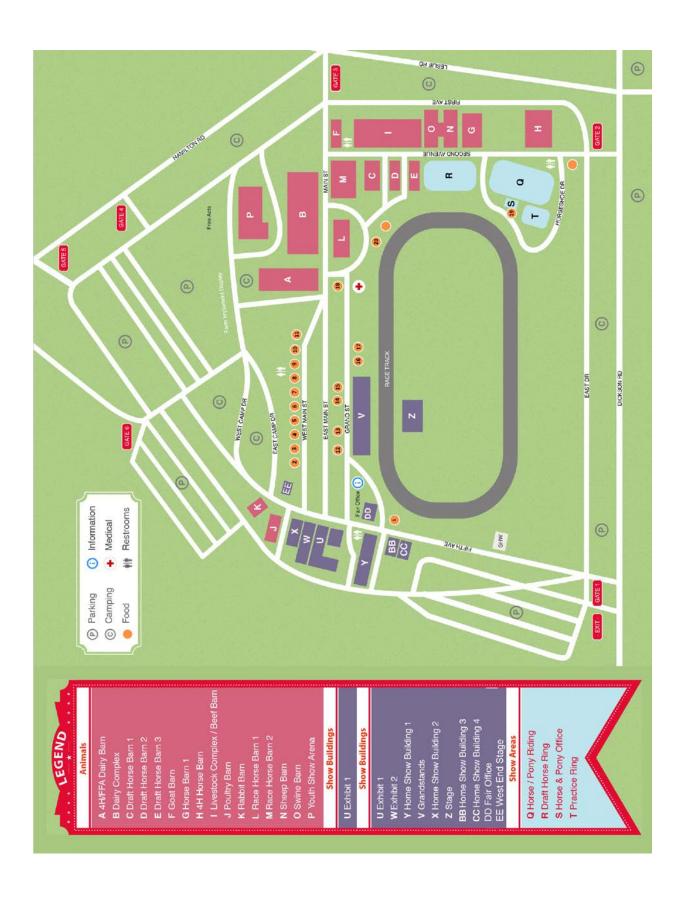
FACILITY NAME	SQUARE AREA	OCCUPANCY	25%	SEPARATE IN/OUT
4H/FFA Dairy Barn	16,107	3,221	805	
Draft Horse Barn 1	4,867	X	X	Animal stalls only
Draft Horse Barn 2	2,907	Х	Χ	Animal stalls only
Draft Horse Barn 3	2,911	X	X	Animal stalls only
Goat Barn	2,664	177	44	
4H Dairy Barn	6,876	1,375	343	
Livestock Complex	18,824	1,255	313	
4H Horse Barn	3,990	798	199	
Dairy Complex	38,421	2,561	640	
Poultry Barn	5,076	338	84	
Rabbit Barn	1,712	114	28	
Race Horse Barn 1	3,458	691	172	
Race Horse Barn 2	3,939	787	196	
Sheep Barn	792	158	39	
Swine Barn 1	1,200	240	60	
Swine Barn 2	1,056	211	52	
Saddle Horse/Pony	2,020	404	101	
Youth Show Arena	15,136	1,009	252	
Exhibit Building 1	8,879	591	147	
Exhibit Building 2	5,066	337	84	
Home Show Building 1	11,319	754	188	
Sportsman's Club	1,937	129	32	
Old Sertoma Club	1,704	113	28	
Christian Layman's	718	47	11	
Home Show Building 2	3,133	208	52	
Home Show Building 3	1,126	75	18	
Home Show Building 4	1,497	99	24	
Grandstands – Under	7,258	483	120	
Fair Office	3,653	243	60	
First Aid Station	762	50	12	
Permanent Restrooms	809			

This chart will be updated per CDC and DOH mandates prior to the start of the fair

Outdoor Events

FACILITY NAME	SQUARE AREA	OCCUPANCY	50%	SEPARATE IN/OUT
Grandstands – Seating	4,630 people		2,315 people	
Fairgrounds Open Space	69 acres		99,429 people	

Occupancy = square feet / 5 (standing) 7 (chairs only) 15 (tables & chairs) x by .25 or .50



Reference Links

<u>Latest COVID-19 Information</u>

Cleaning and Disinfection

Guidance for Businesses and Employers

Guidance for Schools and Childcare Centers

Guidance for Park Administrators

Shared and Congregate Housing

COVID-19 Prevention

Handwashing Information

Face Coverings

Social Distancing

COVID-19 Frequently Asked Questions

People at Higher Risk

People with Disabilities

Coping with Stress

HIPAA and COVID-19

CDC communication resources

Community Mitigation

PSSA and PSACF utilized the following resource guidance as the foundation of their 2021 reopening plan:

CDC: COVID-19 Considerations for Animal Entries at Fairs, Shows, and other Events: COVID-19 Considerations for Animal Activities at Fairs, Shows, and Other Events | CDC

CDC: COVID-19 Considerations for Traveling Amusement Parks and Carnivals: COVID -19 Considerations for Traveling Amusement Parks and Carnivals | CDC

CDC: Considerations for Events and Gatherings: Considerations for Events and Gatherings | CDC

IAFE: COVID-19 Crisis: Steps to Move Forward: International Association of Fairs & Expositions (fairsandexpos.com)

IAFE: Contingency Planning for Restricted Fair Opening: IAFE FairContingencyPlanning.pdf (ohio.gov)

Office of the Governor of Pennsylvania & Pennsylvania Department of Health Universal Masking FAQ (pa.gov) 20201117-SOH-Universal-Face-Coverings-Order-Update.pdf (pa.gov)

Order of the Acting Secretary of the Pennsylvania Department of Health Amending the November 23, 2020 Order of the Secretary of the Pennsylvania Department of Health for Mitigation and Enforcement (April 2021)

20201123-Order-of-the-Secretary-for-Mitigation-and-Enforcement-SIGNED.pdf (pa.gov) (November 2020-amended in April 2021 above) Social Media Resources (pa.gov)

PAPA-PA Amusement Parks & Attractions: Safe Play COVID-19 Reopening Guidance: Pennsylvania Amusement Parks and Attractions | Association for Pennsylvania's Attractions, Amusement Parks and Industry Suppliers (paamusementparks.com)

IAAPA: Reopening Guidance for the Global Attractions Industry: IAAPA, The Global Association for the Attractions Industry

OABA Outdoor Amusement Business Association: The Route to Reopening Carnivals: Outdoor Amusement Business Association (oaba.org)