

Door County Public Health Event Planner Safety Assessment



Public Health
Prevent. Promote. Protect.
Door County

Large events and mass gatherings can contribute to the spread of COVID-19. The purpose of this tool is to assist those planning and hosting events in making decisions during the COVID-19 pandemic.

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

- **Lower Risk:** Virtual-only activities, events, and gatherings.
- **More Risk:** Smaller outdoor gathering in which individuals from different households remain spaced at least 6 feet apart, wear cloth face coverings, do not share objects, and come from the same local area (e.g., a community, town, city, or county)
- **Higher Risk:** Medium-sized in-person gatherings that are organized/laid out to allow individuals to remain spaced at least 6 feet apart, some wear cloth face coverings and some come from outside the local area (e.g., a community, town, city, or county).
- **Highest risk:** Large in-person gatherings where it is difficult for individuals to remain spaced at least 6 feet apart, individuals do not wear cloth face coverings and many travel from outside the local area.

CDC: <https://www.cdc.gov/coronavirus/2019-ncov/community/large-events/considerations-for-events-gatherings.html>

Wisconsin DHS: <https://www.dhs.wisconsin.gov/covid-19/community.htm>

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Considerations Before Holding an Event

- ✓ Strongly consider whether the benefits of an in person gathering outweigh the risks of COVID-19 spreading in our community.
- ✓ Is [COVID-19 transmission in](#) the county and immediately surrounding counties none to minimal?
- ✓ Events that last longer pose more risk than shorter events.
- ✓ Events where people engage in behaviors such as singing, shouting, not maintaining physical distancing, or not wearing masks consistently and correctly, can increase risk.
- ✓ Travel to the event from those who do not live in our community increases risk
- ✓ Do medical and public health systems in the county and immediately surrounding counties have the [capacity](#) to respond to an outbreak? (<https://www.dhs.wisconsin.gov/covid-19/disease.htm>)
- ✓ Are you prepared to cancel the event and tell attendees if there has been an outbreak or increased community spread?



If your event will involve high risk activities from above, our county's disease prevalence is high, or our local and/or surrounding hospital capacity is low, **Door County Public Health discourages you from holding the event.**

Recommended Health and Safety Actions

- ✓ Modify layouts BEFORE event
 - Adjust size of event to allow distancing between different households (at least 6ft)
 - Install physical barriers, such as sneeze guards, where distancing is difficult
 - Stagger entrances and exits
 - Space seats and patrons 6ft from each other
 - Limit the formation of lines by changing and adding markings on the floor, such as tape, or barriers

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✓ Promote [healthy hygiene practices](#) and have the following available:

- Hand washing stations
- Hand sanitizer (at least 60% alcohol)
- Disposable masks
- No touch garbage bins
- Procedure for frequent cleaning and disinfecting

✓ Limit food and beverage

- No self-serving buffet
- Space lines
- Close water fountains and only allow water bottles
- Consider prepacked food options
- Use pre-packaged utensils
- Use single serve condiments

Ongoing Monitoring and Messaging

✓ Train all staff on health and safety protocols, educate them on disease signs and symptoms, and discourage them from coming to the event if they have any

✓ Add messaging on your event website, in emails, and at your event telling attendees that you will be following COVID-19 safety precautions such as:

- Requiring face coverings
- Social distancing
- Washing hands regularly
- Do not attend event if ill

✓ If someone develops symptoms during the event, they should leave immediately and seek COVID-19 testing

✓ Be prepared to work with Door County Public Health and notify attendees if confirmed cases are linked to your event

If you're unable to comply to all of the above, we advise to not hold the event.

If you're in compliance with all of the above and hold the event, please continue safety monitoring.

Door County Public Health 920-746-2234

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