

Shoreline Farmers Market COVID-19 Plan: 2021

4/8/2021

Saturdays, June 5 - October 2, 2021 (10am-2pm).

15415 Westminster Way N, Shoreline WA (physical location)

17500 Midvale Ave N, Shoreline WA (mailing address)

1- Health Screening:

Market staff - Describe how you will ensure all market staff are screened for COVID-19 before beginning work. Include what you plan to do with market staff who either have symptoms or have been exposed to someone with COVID-19 or symptoms.

The Shoreline Farmers Market (SFM) will check-in with all market staff 24 hours before each market day and remind staff to stay at home if they are sick, experiencing any symptoms or have been exposed to someone with COVID-19. SFM management will continue dialogue with each staff member to address individual concerns regarding personal safety and working within a public space. Staff and volunteers that do not feel comfortable working the market will be allowed to stay home. On market day, management will be present and talk to each staff member upon arrival regarding their physical, emotional and mental concerns. SFM will use the DOH recommended checklist to assess the health of market staff (Attachment 1) before the staff/volunteers start their shift to ensure they are not exhibiting any symptoms. If staff start to feel sick during their shift they will be asked to go home immediately. Market staff are required to wear a mask.

Vendors - Describe how you will ensure that all vendors are screened for COVID-19 symptoms before beginning work. Recommendation: Identify ways to check on vendors before they arrive at the market.

As each vendor arrives in the morning, SFM will re-check in with each vendor utilizing the DOH recommended checklist (Attachment 1). Market staff will communicate with each vendor that if they start to feel sick during market day, they are to leave immediately. Vendors suspected of illness should not return to work until they are symptom-free. Vendors are required to wear a mask.

Customers - Describe how you will ensure customers who exhibit symptoms are excluded.

SFM will post CDC or DOH guided signs at the entrance points of the market that states "If you are sick, experiencing any symptoms or have been exposed to someone with COVID-19, please stay home". Prior to market day, SFM will post this on our social media sites, customer newsletter and website.

Describe how you plan to discourage/communicate with customers, staff, vendors who are at a higher risk of illness.

Prior to market day, SFM staff will communicate with customers via our website, social media, and customer newsletter to stay at home if they are at a higher risk. We will also post signage that states if you are at higher risk of illness, we encourage you to stay at home. We will determine who is at a higher risk by CDC guidelines. For staff, we will communicate the same thing as noted above via phone and email. For vendors we will communicate the same as above via email.

Market staff - Identify market staff that will be charged with the responsibilities of health screening staff, vendors and customers.

SFM Market Director Kara Conner will be responsible each market day for health screening of staff, volunteers, vendors and customers.

2- Social Distancing Describe how you plan to ensure adherence to social distancing requirements at all times (vendors, customers, market staff).

Vendors: Vendor booths will be spaced at a minimum 6 feet away from other vendor booths. Staff will work with vendors on their booth set-up to ensure proper social distancing and public health and safety guidelines. Vendors will not be allowed to start selling until management has approved their booth set-up. Market staff will ensure these plans are being maintained by periodic checks each hour. Any vendor that does not follow their pre-approved set-up will be required to stop selling and immediately correct the issue.

Customers: SFM will have signage at the single entrance points of the market stating: *"If you are sick/experiencing any symptoms or have been exposed to someone with COVID-19, please stay home"*. We will make chalk marks on the ground to indicate the required 6 foot distance for both the vendor and the customer. Customers are encouraged to prepay. When a customer picks up their prepaid order, it will be placed on a table for pick-up. We will encourage contactless payment like, Apple pay (or similar forms of payment). Each vendor will receive information from market staff on CDC guidelines for conducting transactions prior to vending. Only 4 customers will be allowed in the market per vendor. This will be enforced by market staff who will be allowing customers to enter one at a time and counting as they enter. Another market volunteer will be counting the customers as they exit.

Market Staff: Market staff and volunteers will communicate with each other primarily through two-way radios. Staff will always interact 6 feet away from each other, vendors and customers. Staff will monitor and enforce this at all times.

Describe how you are ensuring market vendors are keeping adequate social distancing during set up and tear down.

SFM will require vendors to bring only the necessary staff, ideally 1-2 people. With a minimum distance of 6 feet between vendor's booths we believe this will be adequate space for vendors. All vendors will be required to minimize set-up and breakdown times. Staff will model and enforce social distancing. Vendors will be required to wear a face mask in public.

Describe your plan to ensure multiple customers aren't crowding a booth. Recommendations: Limit the number of customers at each booth to one household at a time. Other customers must follow social distancing requirements while in line.

SFM will have chalk marks on the ground to identify 6 feet of social distancing from one another and vendor booths. SFM will have a sign at the entrance that states: *"Maintain 6 foot spacing between customers, Stay home if Sick, Allow the vendor to select and bag your purchase, Limit your time"*. There will be a 6-7 staff/volunteers on site to help ensure social distancing is enforced, entrances/exits are enforced, and surfaces are regularly sanitized.

How do you plan to limit customer numbers to reduce indoor/outdoor crowding?

SFM will encourage customers to shop for their neighbors. This will be vocalized via social media, customer newsletter and our website before market day. We will have staff/volunteers closely monitoring all those that enter and exit the market to ensure appropriate social distancing. SFM will chalk every 6-feet on the pavement for safe spacing of customers. Only 4 customers will be allowed in the market per vendor. This will be enforced by market staff who will be allowing customers to enter one at a time and counting as they enter. Another market volunteer will be counting the customers as they exit.

Describe your plan to ensure customers that are waiting to get into the market or inside the market aren't congregating.

SFM will have 1 staff/volunteers monitoring the entrance. We will have staff/volunteers closely monitoring all those that enter and exit the market to ensure appropriate social distancing. SFM will chalk every 6-feet on the pavement for safe spacing of customers and make sure the layout is very clearly marked. Staff will rove the market layout to ensure customers are keeping a safe distance from other customers, staff, and vendors.

Describe how you plan to space booths, customers in line, and customers walking through the market so six-foot social distancing is followed.

SFM vendor booths will be spaced at a minimum 6 feet apart from one another so that vendors practice social distancing from other vendors. The SFM info booth will be spaced at a minimum of 6 feet from the vendor booths. SFM will chalk every 6-feet on the pavement for safe spacing of customers.

Describe the signage you will use to notify customers about social distancing expectations, not to gather in groups, staying home if sick/market guidelines and where you will have these posted.

SFM will have signs that indicate social distancing of 6 feet, not to gather in groups and to stay at home if you are sick or have been exposed to someone with COVID-19 or experiencing symptoms. DOH has provided farmers markets with signage graphics. Signage and outreach will also include the new directive that face coverings must be worn in public.

Identify market staff that will be charged with the responsibility of ensuring social distancing plan is followed.

SFM Director (Kara Conner) will be on site and held accountable for enforcement of the social distancing plan.

Describe how you will intervene with customers, vendors and staff that aren't complying with the social distancing requirements?

SFM will strictly enforce the social distancing requirements. SFM MM, staff, and volunteers will be roaming the market throughout the day including set-up and break down. If market staff observe customers or vendors that are not adhering to proper social distancing, they will be first asked to correct the behavior and if they continue, they will be asked to leave the market immediately.

3- Sanitation

Describe your overall sanitation plan, including sanitizing common contact surfaces, and disinfection of restrooms.

Vendors and staff will clean and disinfect all “high-touch” surfaces such as tabletops, phones, keyboards, cash register counters, restroom fixtures, toilets, faucets, handwashing sinks, and trash cans frequently. Market staff will be responsible for checking on the sanitization of the bathrooms. SFM will use CDC approved disinfectants.

Describe how you plan to provide adequate hand wash stations for vendors, customers and staff. Additional handwash sinks may be required. How will you keep them supplied with hot water, soap and paper towels throughout the day?

SFM will provide 2 handwashing stations located inside of the building (building restrooms for staff and vendors only). Hand sanitizing stations will be located at the entrance, information booth, and inside the market footprint. Vendors are required to have their own handwashing station or hand sanitizer (as directed by the King County COVID guidelines). Handwashing and hand sanitizing stations will be clearly marked and indicated in the market map. These stations will have signs encouraging use and indicating how to properly wash and/or sanitize hands. Market staff and volunteers will monitor proper set-up throughout the day to ensure sanitizer hot water, soap and paper towels.

Describe how you will provide adequate restroom access with adequate hand wash stations to the vendors, customers, and market staff.

SFM will have access to one bathroom facility inside of building. Market staff will ensure the bathrooms are sanitized and that they are equipped with proper supplies.

Identify market staff that will be charged with the responsibility of ensuring sanitation plans are met.

SFM Director (Kara Conner) will be in charge with ensuring sanitation plans are met and their name will be included on the monthly summary report.

4 - Vendors

Provide a list of vendors who will be participating at the market.

A list of vendors will be attached to this report (Attachment 2) along with a market map (Attachment 3). As new vendors are added, they will be submitted to PHSKC prior to attending the market. Vendors will be required to wear face coverings in public.

A temporary handwashing station will be required in every food booth.

MM will provide handwashing station guidelines prior to market day and ensure each vendor has a proper handwashing station set up (Attachment 5). Vendors will have sanitizers to wipe down their tables and high touch points inside their booths consisting of 1 teaspoon of chlorine per gallon of cool water. (The sanitizer can be in a bleach bucket with a wiping cloth stored in it or they can use a spray bottle and a paper towel.)

Sampling, prepared food, live entertainment and community booths.

SFM will allowing sampling in to-go cups only. No consumption of food will occur on site. Live music is suspended. Community booths will be allowed at the market under the same guidelines as market vendors.

5- Summary report

Describe your plan to document what went well, what didn't, and needs for improvement at the end of each market day.

On each market day, SFM will log what went well, what didn't and areas of improvement. The report will include: social distancing measures, health screening checks for staff and vendors, success of day, and specific items that need to be addressed and changed. MM will take photos to document compliance. The report will be shared with staff and volunteers each month to implement any changes necessary. It will also be sent to PHSKC.

Provide summary report to Public Health weekly.

SFM will take the report from above and forward it to PHSKC each month.

Identify market staff that will be charged with documenting and submitting the summary report to Public Health.

The SFM Market Director (Kara Conner) will be responsible for submitting the summary report to PHSKC.

6- Further Recommendations

PHSKC strongly recommends that vendors offer prepaid delivery and/or preorder options to customers to further reduce social interactions at the market.

SFM has added all vendors contact information to our website and is encouraging customers to pre-order and prepay. We will begin promoting this on our social media and customer newsletter. We will ask vendors to advertise this as well on their social media and websites. Vendors are encouraged to prepackage for quick and efficient order fulfillment.

Attachment 1

SHORELINE FARMERS MARKET HEALTH STATUS ASSESSMENT

To stop the spread of COVID-19, it is critical that anyone experiencing any of the symptoms should stay home or return home immediately. This includes farmers market staff, volunteers, vendors, shoppers, or other visitors. This health assessment will be used for market staff, volunteers, and vendors. This information will be displayed on market signage for customers to self assess.

DATE: _____

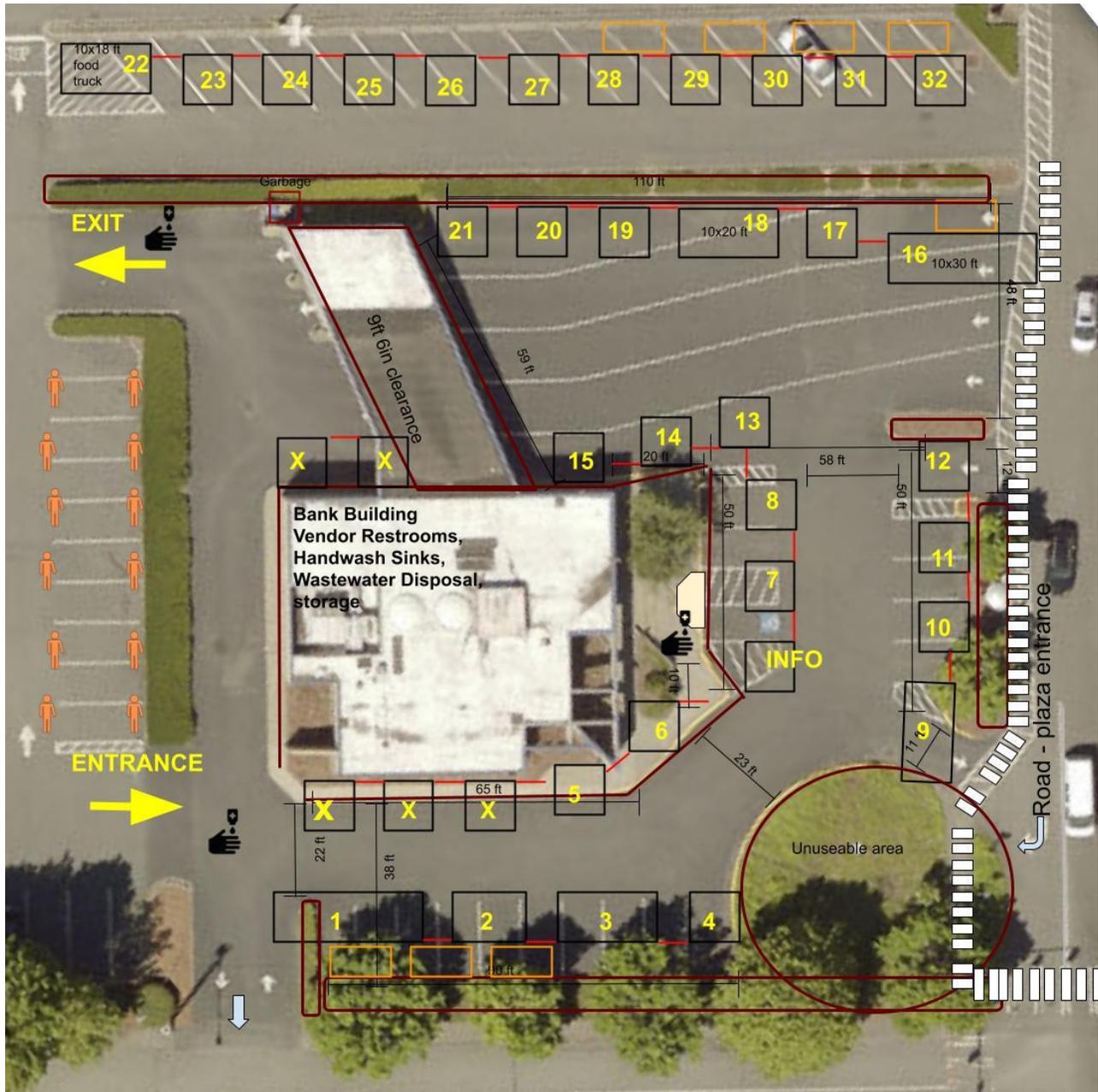
1. Do you have a fever (100.4F or higher) or a sense of having a fever?	Yes	No
2. Have you been exposed to someone with COVID?	Yes	No

3. Have you had a positive COVID-19 test in the past 10 days, or are you awaiting results of a COVID-19 test?	Yes	No
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Attachment 2: LIST OF VENDORS. Vendors may change weekly. Some vendors will be rotating on bi-weekly basis or on an alternating schedule.

1. SFM Information Booth/EBT & SNAP Processing
2. Alvarez Farm (Produce Farm)
3. Farias Farm (Produce Farm)
4. Amador Farm (Produce Farm)
5. Skagit Gourmet Mushrooms (Mushrooms)
6. Rainy Day Bees (Honey)
7. Kings Mozzarella (Cheese, alternating schedule)
8. North Fork Soap (Soap, alternating schedule)
9. Olsen Farm (Meat)
10. Martin Family Orchard (Fruit Farm)
11. Boa Lor (Flowers)
12. Teng Garden (Flowers)
13. Our Family Farm (Berry Farm, alternating schedule)
14. La Liath Bakery (Baked Goods, alternating schedule)
15. Snohomish Bakery (Baked Goods)
16. Patty Pan Cooperative (Tamales)
17. Ruiz Family Orchard (Cherries, alternating schedule)
18. Magana Farms (Produce)
19. Hayton Farms (Berries)
20. Egg Song Farm (Eggs)
21. Finn River Cidery (Cider)
22. Kathmandu MoMo Cha (Frozen Food)
23. Seattle Pops (Frozen Pops)
24. Salt Blade (Meat)
25. The Mediterranean (Packaged Food)
26. Tin Dog Brewing (Beer)
27. Je Neis Sais Cluck (Craft)
28. Mama Bear (Jam)

Attachment 3: Shoreline Farmers Market Map with 6ft spacing and physical distancing



Attachment 4: Example Signage



Attachment 5: Handwashing Station

Every open food vendor is required to have a working hand wash station at their booth. Hot water and waste water disposal is available at the market.

