

Minnesota Dairy Initiative COVID-19 Preparedness Plan

In accordance with Executive Orders issued by Governor Tim Walz, the Minnesota Dairy Initiative's (MDI) COVID-19 Preparedness Plan establishes and explains the policies, practices and conditions MDI will implement to meet the industry guidance that are based on Centers for Disease Control and Prevention (CDC) and Minnesota Department of Health (MDH) guidelines, federal Occupational Safety and Health Administration (OSHA) standards and applicable executive orders related to safety and health in their workplaces.

Minnesota Dairy Initiative is committed to providing a safe and healthy environment for all coordinators and clients. To ensure we have a safe and healthy environment, the Minnesota Dairy Initiative has developed the following COVID-19 Preparedness Plan in response to the COVID-19 pandemic. This plan applies to MDI coordinators, contractors, and volunteers including MDI region boards, farm teams, networking groups, and MDI State Board of Directors. Our goal is to mitigate the potential for transmission of COVID-19 in our environment and communities, and that requires full cooperation among our coordinators, volunteers, and teams. Only through this cooperative effort can we establish and maintain the safety and health of all persons.

This plan was prepared with input from the MDI State Board of Directors, MDI Executive Committee, and State Director. This plan has been communicated with all coordinators and regional boards. Additional communication and training will be conducted as needed to ensure the safety and health of coordinators, teams, volunteers, and board members across the state of Minnesota.

The COVID-19 Preparedness Plan is administered by the MDI State Board of Directors who maintains the overall authority and responsibility for the plan. However, coordinators, regional boards, team volunteers, and non-MDI team members are equally responsible for supporting, implementing, complying with and providing recommendations to further improve all aspects of this COVID-19 Preparedness Plan. Minnesota Dairy Initiative's State Board of Directors have our full support in enforcing the provisions of this plan.

Minnesota Dairy Initiative's COVID-19 Preparedness Plan follows the industry guidance developed by the state of Minnesota, which is based upon Centers for Disease Control and Prevention (CDC) and Minnesota Department of Health (MDH) guidelines for COVID-19, Minnesota Occupational Safety and Health Administration (MNOSHA) statutes, rules and standards, and Minnesota's relevant and current executive orders.

1. Allowable Activities

- a. MDI coordinators, contractors, volunteers, board members, networking groups, and regions are highly encouraged to work from home whenever possible. This includes hosting farm meetings, board meetings, or other events electronically.
- b. MDI coordinators, contractors, volunteers, board members, networking groups, and regions may sponsor and/or organize an activity such as farm meetings, board meetings, or gatherings as long as no more than 15 people can convene in an outdoor environment. Outdoors includes areas that are outside and not enclosed. Individuals will be situated six feet apart and are highly

encouraged to wear face coverings. Waivers are to be made available for attendees of the meeting to sign.

- c. MDI coordinators, contractors, volunteers, board members, networking groups, and regions may sponsor and/or organize an activity such as farm meetings, board meetings, or gatherings as long as no more than 10 people can convene in an indoor environment. Indoor environments include meeting spaces, barns, machinery sheds, house/home, or other outbuildings. Individuals will be situated six feet apart and are highly encouraged to wear face coverings. Employees of MDI are required to wear a face covering. Waivers are to be made available for attendees of the meeting to sign.
 - d. MDI coordinators, contractors, volunteers, board members, networking groups, and regions may sponsor and/or organize an activity such as farm meetings, board meetings, or gatherings at restaurants as long as parties of no more than six people are seated together. Other parties must sit six feet apart from each other. Individuals are highly encouraged to wear face coverings. Waivers are to be made available for attendees of the meeting to sign.
 - e. Events and entertainment held outdoors includes gatherings of up to 250 people provided that only 25% capacity is used, individuals are required to be situated six feet apart. It is highly encouraged for individuals to wear face coverings. The venue must also have a COVID-19 Preparedness Plan. Waivers should be made available for attendees of the event to sign.
 - f. Events and entertainment held indoors includes gatherings of up to 150 people provided that only 25% capacity is used, individuals are required to be situated six-feet apart. It is required for individuals to wear face coverings. The venue must also have a COVID-19 Preparedness Plan. Waivers should be made available for attendees of the event to sign.
2. Ensuring sick persons stay home
- a. Persons should self-monitor for symptoms such as fever, cough, or shortness of breath. If they develop symptoms, they should notify the MDI coordinator and stay home.
 - b. If a farmer, coordinator, team member, volunteer, or board member is feeling ill, persons will not attend meetings and stay home.
 - c. If a farmer, coordinator, team member, volunteer, or board member is residing with someone that is ill, persons will not attend meetings and stay home.
 - d. Coordinators must ask if the farmer, team members, and volunteers have been sick or have been experiencing symptoms of COVID-19 within the two weeks prior to the scheduled meeting date. If persons have been experiencing symptoms, they will stay home and not attend the farm meeting.
 - i. Farm meetings can be held without the sick person or rescheduled once their symptoms have improved (this can take up to 14 days) AND at least 10 days have passed since symptoms first appeared AND at least three days have passed since fever has gone (without use of fever reducing medications).
 - ii. It is highly encouraged that meetings be held electronically/online if possible. Coordinators are to ask farmers, team members, and volunteers if they are comfortable meeting in person. If individuals are not comfortable or are experiencing COVID-19 symptoms, an electronic conferencing service should be used.
 1. MDI employees and contractors who are considered vulnerable or at high risk of COVID-19 contraction or who live with high risk individuals are highly encouraged to hold and attend events and meetings electronically.

- iii. The MN Department of Health informs individuals if they have tested positive for COVID-19 and will follow up with others who may have been exposed to the person with COVID-19.
3. Social Distancing
 - a. MDI coordinators, team members, volunteers, contractors, and board members will practice social distancing by keeping space between themselves and others by six feet.
 - i. Six-foot spacing between individuals will be practiced at farm team meetings and events.
 - b. MDI coordinator office spaces are in their homes or at local U of MN Extension offices. The offices located at U of MN Extension offices will abide by the guidelines in place set by U of MN Extension and in accordance to MDH, MNOSHA, and CDC.
4. Cleaning and Disinfection Protocols
 - a. Frequently clean and disinfect all high-touch items, such as doorknobs, countertops, barriers, railings, handles, and other surfaces.
 - b. Frequently clean and disinfect all areas, such as offices, restrooms, common areas, shared electronic equipment, machinery, tools, controls, etc.
5. Worker Hygiene and Source Control
 - a. Coordinators should use hand sanitizer before and after meetings. In addition, coordinators can bring hand sanitizer and have it available for others to use at the team meetings.
 - b. Individuals should practice coughing/sneezing into their arm or a tissue and wash hands afterwards.
 - c. Frequently wash hands. Individuals will wash hands with soap and water for at least 20 seconds. If soap and water are not readily available, use a hand sanitizer that contains at least 60% alcohol.
 - d. Individuals should avoid touching their eyes, nose, mouth.
 - e. Individuals will be discouraged from sharing food. Pre-packaged food and beverages will be used in place of homemade options if an event or meeting requires food.
6. Face Coverings and Personal Protective Equipment (PPE)
 - a. Face coverings (paper or disposable mask, a cloth mask, a neck gaiter, a scarf, a bandanna, or a religious face covering) must be worn to cover the nose and mouth and is not a substitute for maintaining at least six feet of distance from other individuals.
 - i. Face coverings are highly recommended to be worn during an outdoor on-farm team meeting and are required during an indoor on-farm team meeting.
 - ii. Face coverings are required to be worn by MDI coordinators, contractors, volunteers, board members, team members, and networking groups in all public indoor spaces and businesses, including when waiting outside to enter the public indoor space or business.
 - iii. Face coverings are strongly recommended but not required in any public outdoor space or business when it is not possible to maintain six feet of physical distance from others or where close person-to-person interaction is possible or likely.
 - iv. A face covering can be temporarily removed while eating or drinking. Individuals are to keep at least six feet of distance between themselves and others who are not members of the same household.
 - v. Even in situations where face coverings are not required, all persons should carry a face covering to prepare for close interactions with others or to enter an indoor space.

- vi. Persons who have medical, other health conditions, or difficulty breathing are exempt from wearing a face covering.

7. Communication and Training

- a. At events such as workshops or peer groups hosted by MDI, notices of social distancing, handwashing, and respiratory etiquette will be posted.
- b. Coordinators will communicate guidelines with volunteers, farmers, board members to ensure observance. Documentation for farm meetings can be logged with provided checklist.
- c. The State Director will be responsible with providing training and communication to MDI coordinators regarding the COVID-19 Preparedness Plan and updates to guidelines to ensure safety and health for individuals.

This COVID-19 Preparedness Plan has been reviewed by the MDI State Board of Directors on June 26, 2020. It will be updated as necessary.

Certified by:

A handwritten signature in black ink, appearing to read "Leah Bischof". The signature is written in a cursive, flowing style.

Leah Bischof
January 20, 2021
State Director