



## Block build protocol

This is a very fluid time and a lot changes daily, however we have every intention of going forward with our event in a compartmentalized fashion and would love for your support and participation based on your comfort level. We have taken great care in altering the event structure to limit large group contact (full details below) while maintaining the full-scale impact we have achieved in past years events. Additionally, we have a variety of project opportunities that can be designed around your comfort level. As always, we are here to support you in having a great experience; taking your suggestions and concerns into account.

I can share we have had a great response from our sponsors, helping us reach a new high in such a great time of need in our community. Sponsors have contributed in a variety of ways, with some sending volunteers and others sending financial support and no volunteers. If you are not comfortable sending volunteers, we will be happy to fill the volunteer spots for you while maintaining the promised marketing and media exposure.

In addition to following the CDC guidelines, we will be providing PPE for anyone who does not have their own. We do, however recommend you bring any PPE of your own that you are comfortable wearing. Please see below for a summary of what we will promise to provide:

**While we are here to make a positive impact on our community our greatest concern is always the safety of our clients, volunteers, and staff.** The needs in our community have not diminished, and we are making it a priority to meet those needs while remaining safe. We are closely monitoring the evolving COVID-19 outbreak and guidelines. RM will follow all CDC, State, and City guidelines to ensure homeowners and volunteers are safe throughout the event. These guidelines will also be posted in large print form in various areas throughout the event. In addition to following those guidelines we will be doing the following to assure that **Block Build: Deconstructed 2020** remains safe and impactful.

### Heightened Hygiene Protocols:

1. PPE will be provided and be in abundance:
  - Masks and gloves are mandatory while onsite at the event.
  - Tyvek suits will be available in many different sizes.
  - Hand sanitation stations will be at the entrance to each home (in addition to other areas including restrooms). Sanitation is **required** upon each entry and exit of a home.
  - Hand washing will be **required** upon arrival to site.

- Vigorous hand washing will be recommended and hand washing protocol steps will be posted at each restroom area.
2. Homeowners will be consulted regarding their personal concerns while volunteers are in their homes. If any requests fall outside CDC guidelines and the steps we are already taking they will be posted outside the home by the hand sanitation station. All volunteers will be **required** to abide by homeowners' additional requests.
  3. Homeowners or family members with exceptional health concerns i.e. those that are considered "at risk" are aware there will be increased contact risk during this event. It has been suggested if possible, those at risk not be present in the home during the increased event day traffic. If this is unavoidable, the homeowner will take personal measures to distance themselves to mitigate risk.

#### General Structure Protocols:

1. Volunteer, partner, vendor, VIP guest, RM staff and board member registration will be staged. Each group will be given a time window and registration location that must be followed.
2. A waiver **must** be signed upon arrival by all participants indicating they have not been in exposed to or had symptoms of COVID-19 in the past two weeks.
3. Temperatures of all homeowners, RM staff, and volunteers participating in BB will be taken upon arrival.
4. Breakfast, snacks and meals will be delivered to each separate home site to reduce large group gatherings.
5. Water and other beverages will be delivered and on stock at each separate home site.
6. House leaders will manage all tools/supply requests through a runner. Runners will gather and return all items you are in need of or done with.
7. All tools will be disinfected before use and once returned by the tool shed/supply volunteers (whom will be trained in sanitation protocol)
8. This last one makes us sad...but it is necessary. We will not be having our celebration dinner together. Please take the opportunity to make your time together with your group a day of celebration. We have a little something extra to celebrate the close of the day with your group...so make sure you hang out until your leader dismisses you.

This event is always impactful, transformational, and uplifting for volunteer teams and homeowners alike. We are taking important steps to keep everyone safe. Thank you for the support of our community and those we help. Our thoughts and prayers go out to all those who have been affected by the virus. Together we shall persevere.

These are difficult times with everyone doing their very best. I am happy to answer any questions from you or your team.

Please contact Lynnea directly with any questions or concerns, or for further detail regarding our plan to keep everyone safe at this event. Lynnea can be reached by phone at 414-704-1581 or by email at [lynnea@rtmilwaukee.org](mailto:lynnea@rtmilwaukee.org)

We are so grateful for your support this year. It will be different, but amazing nonetheless.

## Maintaining Healthy Environments during Block Build

In accordance with CDC event guidelines, at RM's Block Build you will see the following safety protocols being implemented.

- **Cleaning and Disinfection**
  - We have developed a schedule for increased, routine cleaning and disinfection.
    - Frequently touched surfaces will be clean and disinfected between uses as much as possible—for example, door handles, sink handles, bars, hand railings.
  - House leaders and team should ensure that there is adequate ventilation when using disinfecting 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 trashcan.
    - Do not disinfect or reuse the gloves.
    - **IMPORTANT:** You must wash hands **after** removing gloves.
  
- **Restrooms**
  - Every site will have access to their own portable toilet and hand washing station.
  - No lines or crowds will be allowed to form near the restroom or hand washing stations without maintaining a distance of at least 6 feet from other people.
  - Restrooms and hand washing stations will be cleaned and disinfected regularly, particularly high-touch surfaces such as faucets, toilets, stall doors, doorknobs, and countertops.
  - Restrooms will be stocked with soap, water and hand sanitizer with at least 60% alcohol (for staff and older children who can safely use hand sanitizer), paper towels, tissues, and no-touch trashcans.
    - Restrooms and hand washing stations will be checked regularly to keep supplies in stock.

## Ventilation

- 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 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**
  - No large gatherings will take place during the event. Volunteers will stay at their site the duration of the day, with check-in, building supplies and food all being delivered right to their home
    - This will decrease the amount of people volunteers are exposed to over the course of the day and small numbers will allow people to maintain social distancing at their site.
  - Signs and other visual queues will be displayed at all sites to remind and encourage social distancing and use of PPE
  - We encourage volunteers to be outside of the home when they are not completing indoor tasks (during meal breaks, at registration, etc.)
- **Communal Spaces**
  - When entering and exiting homes, you **must** sanitize.
- **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, for this reason...
    - All food will be delivered to your work site, rather than congregating to a communal space for meals.
    - All food, breakfast, lunch and dinner, will be individually packaged.
  - When eating, volunteers are asked to maintain a safe social distance from others.
  - All utensils will be disposable and should be disposed of after completion of meal.
  - Individuals should wash their hands before and after eating.
- **Shared Objects**
  - One person, known as a runner, will be in charge of delivering and returning all construction materials from each site.

- All materials will be cleaned and disinfected before and after each use.

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On behalf of the RM team, we thank you for taking these protocols seriously and taking the appropriate measures to keep yourself, our homeowners and your fellow volunteers happy and healthy!