



## YMCA Camp Minikani COVID-19 PLAYBOOK

Hello from YMCA Camp Minikani!

For over 100 years of Camp magic, the health and safety of campers and staff has been of utmost importance. While we are eager that hope is on the horizon, with vaccines and testing more accessible, we are actively preparing for adjustments to run Camp safely in a world where COVID-19 is still prevalent. We have been working hard to understand the impacts of COVID-19 on our program and how to implement risk mitigation strategies that will best allow us to run programming at Camp in 2021. This playbook is a collection of best practices that has been informed by guidance provided by the CDC, the American Camping Association, the Association of Camp Nurses, local health agencies, the YMCA of Milwaukee, the Minikani advisory board and Camp's consulting physician to lower the risk of COVID-19 entering our Camp community and to limit the spread if it does enter our community.

We want to be clear that there is no way to eliminate the risk. Camp is using the philosophy of layering NPIs (Non-Pharmaceutical Interventions) to *lower* the risk of spreading COVID-19. **We also know that the information surrounding COVID-19 continues to change and evolve. As such, this document is a living document. As current information changes and evolves, so too will this handbook to reflect current information.**

To safely run summer camp, it will be necessary to make changes – both small and large – to all aspects of our programs. We will be asking our full-time staff, summer staff, campers, and camper families to join us in creating the safest possible environment we can. To help prepare you and your camper/s for this summer, we ask that all parents/guardians review this playbook with their campers. All staff are required to review this playbook and will be trained to implement these best practices.

There will be changes at Camp this summer, but we are fully committed to providing a safe, impactful, and magical experience for all, just as always. For questions about this handbook or anything else at Camp, please contact the Camp office.

In the Spirit,

Eli Fyksen – Executive Director

Rachel Kornetsky – Summer Camp Director

Kallie Larson – Equestrian Director

AJ Laughlin – Business Specialist

Seth Blanchard – Member Engagement Director

Patrick Quella – Property Director

Emily Gilmore – Groups and Environmental Education Director

Tracy Hennes – Camp Administrator



## Before Camp

In order to lower the risk of COVID-19 entering camp, campers and staff are asked to take the following additional safety measures in the **14 days prior to their arrival**:

1. Monitor temperature
2. Monitor for signs and symptoms of COVID-19
  - If you have questions regarding signs and symptoms, please contact your medical provider
3. Contact trace to determine if camper/staff has been in contact with a person who has been diagnosed, tested for, or quarantined as a result of COVID-19
4. Limit interactions to those inside of their family pod for 14 days prior to their arrival.
  - If they must leave the house, we ask that they wear masks, wash their hands often, and maintain 6ft physical distancing.
5. All campers who fall between the ages of 12-16 are highly recommended to be fully vaccinated by the start of their camp session should a vaccine be available to them.

## Arriving at Camp

To keep everyone safe upon arrival at camp, we will be making some changes to our drop off and pick up procedures. Camp will continue to provide bus transportation from Downtown Milwaukee. Given the nature of COVID-19, we are encouraging all families who are able, to consider dropping their camper off at Camp. To limit potential exposure and ensure a timely drop off, we ask all campers and their guardians to wear masks and maintain distance from other families when outside of their vehicle.

**Detailed drop-off and pick-up procedures will be sent to families in the check-in email 2 weeks prior to arrival at camp.**

### ***Intake Screening***

Camp has been working with our consulting physician, the Washington County Health Department, and the American Camping Association to build out our screening protocols. Upon arrival on site, campers will be given an initial health screening and temperature check. This will include COVID-19 specific questions as well as the existing screening questions in place per ACA Health Standard HW.6. These health checks will be completed outdoors (when possible), and face masks or cloth face coverings will be required initially for all staff and campers. If the camper is exhibiting any symptoms or has a temperature of 100.4 degrees or higher, they must be tested and leave camp. If positive test, must go by CDC/Health department guidelines (detailed below). Upon a successful screening, Campers will be directed to check into their cabin.

### ***Testing***

Camp will be testing on site for COVID-19 as an additional layer of our safety protocol. As per guidance from the CDC and our consulting physician, this test will serve as *one of many* precautions we are taking this summer, and does not limit our need to wear masks, distance, etc. during certain parts of our program.



At this time, these testing strategies will include the following:

1. All overnight campers will receive a rapid antigen test and a PCR test upon arrival as an added layer of safety. This is a lower non-invasive nasal test.
  - a. Should that antigen test come back positive a PCR test will be conducted and camper will only be allowed to come to camp if the PCR test is a negative result.
  - b. If the PCR test is positive, the camper will not be able to return to camp for 10 days. Families will be given the option of moving to a session later in the summer (depending on availability), receiving a full refund, or moving dollars forward to next year
2. All 2-week campers, including explorer campers and Leadership Trainees, will receive a second antigen test when a new group of 1 week campers arrive
3. All day campers will receive an antigen test and a PCR test on Tuesday of their camp session.
  - a. Should that antigen test come back positive a PCR test will be conducted and camper will only be allowed to come to camp if the PCR test is a negative result
  - b. If camper has positive PCR test, families will be given the option of moving to a session later in the summer depending on availability, receiving a full refund, or moving dollars forward to the next year
4. All unvaccinated staff members will be tested weekly upon arrival from their day off
5. Testing (antigen, and PCR) will be utilized on site in the case that a camper or staff member demonstrates any signs or symptoms of COVID-19.
  - a. This process will be detailed below in section entitled "Response and Management of Suspected COVID-19 Symptoms and/or Positive Test"

## **During Overnight Camp**

In order to lower the risk of the transmission of COVID-19 in Camp, we have adjusted our camp procedures, policies, and lowered our capacity for the time being. We may need to change any or all of these procedure as we adapt to the latest data and guidance from public health officials. These expectations will be announced to all campers during the first days of camp and throughout their time at Camp as needed.

### ***Mask Wearing Policy***

In order to contain possible exposure and spread of COVID-19, Camp will be requiring the use of [facemasks](#) that cover both the nose and mouth when campers and staff have interactions that include people outside of their cabin group while in inside spaces at camp.

The exception to this rule is if there is ONLY one cabin in the space (whether indoor or outdoor), then no mask is required because everyone is in the same pod.

Masks will not be required when:

- Campers and/or staff are located inside their own cabin with their own pod
- Campers and/or staff are outdoors and
  - Are only with their cabin or cohort group.
  - Are more than 6 feet apart from other cabins
- Campers and/or staff are seated at their table and eating



- Camper and/or staff are taking showers or brushing teeth
- Campers and/or staff are taking part in waterfront activities

### ***Physical Distancing***

Cohorts:

In order to minimize any potential spread of COVID-19 and create systems for accurate contact tracing, Camp will adopt a cohort system. Each cabin group will live, eat, wash, and do activities together as a small group of 6-8 campers and 1-2 staff members when possible. Each cabin will be assigned to a cohort of 2-3 cabins total. Cohorts will be able to interact consistently over the course of their week (or two) at camp. Camp will limit mixing between cohorts in order to allow us to contact trace. When needing to interact for programs or activities, mitigation measures such as physical distancing and facemasks will be utilized as appropriate.

Maintaining Physical Distance:

Physical distancing provides protection by reducing risk of exposure and limiting the number of close contacts when someone is infected with COVID-19. Day campers will be expected to maintain distancing, both indoors and outdoors, of

- At least 6 feet between all campers outside of their group
- At least 6 feet while eating and drinking, including among people within the same group

### ***Cleaning, Handwashing & Sanitization Procedures***

Camp has increased our cleaning and sanitations protocols as well this year to keep everyone safer. Our cleaning processes follow current recommendations of the Centers for Disease Control and Prevention (CDC) and the Wisconsin Department of Health.

Here are the highlights for our summer sanitation policy:

- New hand washing stations will be installed outdoors, hand sanitizer dispensers will be installed on the exterior of the main camp buildings, and all staff will be equipped with hand sanitizer to encourage frequent use
- Campers and staff will be expected to disinfect or wash hands:
  - Before and after eating
  - Entering any building
  - Before any camp activities or in any skill area that utilizes shared equipment
  - After touching frequently used surfaces such as railings, doorknobs, counters, etc.
  - After using the restroom
  - After coughing, sneezing, or blowing their nose
- Frequently touched surfaces, bathrooms, and communal spaces will be cleaned a minimum of once daily. Higher use areas can be expected to be cleaned more frequently
- Each activity area has adopted individualized sanitation plans to ensure for consistent cleanliness of supplies
- All cabins will be deep cleaned and sanitized in between cabin groups



### ***Meals***

Meals will look different than a typical summer at Camp. Meals will be served outside under a tent in order to be able to ensure excellent airflow and to allow for proper physical distancing between cohorts. Meals will still continue to be served family style. Cabins will eat together and tables will be grouped, distanced by cohorts. Prior to meals, all campers will be instructed to wash their hands with soap and water or to utilize hand sanitizer as appropriate.

### ***Activity Areas***

Camp will apply many of the mitigation strategies described above to our activity areas at Camp. In general, here are some modifications your camper can expect at program areas:

- Washing or sanitizing hands prior to the start of an activity.
- Participating within your cabin and/or cohort
- Maintaining physical distancing
- Program staff will wear masks at all areas and when interacting with all campers, other than those in their own cabin.
- Equipment will be sprayed and wiped down in between group use.
- Washing or sanitizing hands following the end of an activity.

### ***Rainy Day Protocol***

In case of inclement weather, we will utilize the many indoor spaces around camp to keep your campers safe, dry, and physically distanced. Camp will give each cohort pre-assigned indoor spaces. As per our mask protocol, all campers and staff will be expected to wear masks when indoors and maintain physical distance when possible.

### ***Inside the Cabin***

While inside their cabin, campers and staff do not need to wear face masks. Campers in bunk beds will be required to sleep in opposite directions. (Head to toe)

### ***Shower Time/Bath House Use***

Cabin groups will have assigned shower times. Campers should avoid sharing bathroom supplies. Campers need to bring their own supplies and a container for toiletries. Restrooms will be available for use whenever needed. Campers and staff should wear masks upon entering the building and all campers and staff should wash their hands and sanitize after using the bathroom.



## Explorer Program Specific Protocols

Our Explorer program is a core part of the Minikani experience, and we are eager to bring it back this summer. To help limit the risk of exposure and spread of COVID-19, camp will be utilizing the following safety strategies while off site:

- All explorer campers and unvaccinated staff will be tested with a rapid antigen test prior to going up north. (This is in addition to the antigen and PCR test upon arrival)
- All explorer campers and staff will remain with their unit while on and off camp
- Physical distancing and mask usage will occur when interacting with groups from other cohorts indoors.
- Vans and busses will be deep cleaned and disinfected before each use
- Camping in tents will occur with campers sleeping head to toe-cohorts will not be allowed to sleep in tents together, only cabin groups.

## Day Camp Specific Protocols

**Detailed Day Camp specific protocols will be sent out in your check-in email a week prior to your session at Camp.**

Please see "Arriving at Camp" section for detailed notes on check-in screening and protocol. You can expect the following Day Camp specific guidelines to be in place:

### **Screening/Intake**

Day Campers will be screened daily for COVID-19 signs and symptoms, including a temperature check.

### **Mask Wearing Policy**

In order to contain possible exposure and spread of COVID-19, Camp will be requiring the use of facemasks that cover both the nose and mouth for Day Camp participants when indoors.

The only exceptions to this are when:

- Campers and/or staff are outdoors and 6 feet apart from any person
- Campers and/or staff are seated eating 6 feet apart from any person
- Campers and/or staff are taking part in waterfront activities

### **Physical Distancing**

Cohorts:

In order to minimize any potential spread of COVID-19 and create systems for accurate contact tracing, Camp will adopt a cohort system for Day Campers. Each day camp group of 8-10 campers will be assigned to a cohort of 2-4 groups total. Cohorts will have the same staff stay with the same group of campers, and camp will limit mixing between cohorts. Groups will still be expected to physically distance and wear masks when within their own cohort.

Maintaining Physical Distance:

Day campers will be expected to maintain distancing, both indoors and outdoors, of

- At least 3 feet between all campers within their group
- At least 6 feet between all campers outside of their group
- At least 6 feet while eating and drinking, including among people within the same group



- At least 6 feet between campers and staff
- Day campers will be asked to wear a mask at all times while riding the bus and maintain as much distance as possible.

## Leadership Training Program Specific Protocols

Our Leadership Trainees (LTs) are vital to our camp community. LTs will be following the same protocols as all other program participants, with these specific adaptations:

- LT1s will exist as an individual "household", as will LT2s. This means that when they are with ONLY their group of LTs and LT Directors, they will not need to wear masks or physically distance.
- LT1s and LT2s together will be viewed as a cohort. They will be expected to wear masks and physically distance when interacting with the other group of LTs indoors.
- LTs will work with one cabin and cohort for the duration of their time on camp so to minimize contact with campers and to allow for appropriate contact tracing.
- When interacting with **all campers and staff**, LTs must:
  - Wear masks when indoors or within 6 ft from others outdoors
  - Maintain 6ft physical distance when possible

Camp is still planning to facilitate the LT hiking and service trips. To maintain safety, the following protocol will be in place:

- All LTs and unvaccinated staff will be tested with a rapid antigen test prior to leaving camp
- All LTs and staff will remain with their group when off site
- Physical distancing and mask usage will occur when interacting with groups from other cohorts or with those outside of our camp community
- Vans will be deep cleaned and disinfected before each use
- Camping in tents will occur with LTs sleeping head to toe

All eligible LTs are *strongly encouraged* to get fully vaccinated with a COVID-19 vaccine two weeks prior to arriving at camp.

## Response and Management of Suspected COVID-19 Symptoms and/or Positive COVID Test

Should a camper or staff member begin to exhibit COVID-19 symptoms, they will be immediately removed from their cabin/ group to allow for health center evaluation. If determined necessary, the participant will be quarantined, and tested for COVID-19.

If a rapid test is positive for COVID-19, the following steps will be taken:

1. Camper or staff will have a PCR test completed to confirm the positive test.
2. Camper or staff will remain in quarantine or sent home until the results of the test are confirmed.
3. Contact tracing will be completed and additional tests administered as warranted.
4. While maintaining confidentiality, Camp will notify the parents of the affected



participants and the steps that Camp has taken.

5. Upon confirmation of a positive test, camper must go home and stay in isolation until the following are met:
  - AT LEAST 10 days have passed since symptoms first appeared AND
  - At least 3 days have passed since fever resolution without use of fever reducing medication AND
6. Upon confirmation of a positive test, all campers and unvaccinated staff in their cabin will be isolated and tests administered.
7. If a camper tests positive for COVID 19 after attending camp please notify Camp Minikani as soon as possible.

Camp Minikani will communicate true exposure events to participants based on guidance from the Washington/Ozaukee County health department.

## Staff Specific Protocol

Employee safety is key to maintaining an overall successful program as is of utmost importance. All staff have been and will continue to be provided with extensive resources and training in regard to self-screening, sanitation practices, and all safety protocol. Staff will be expected to follow all applicable safety practices, existing regulatory requirements, policies, and procedures as put forth by governing bodies or expert recommendations.

### ***Vaccinations***

All staff members at YMCA Camp Minikani have been strongly encouraged to get fully vaccinated with a COVID-19 vaccine at least two weeks prior to their arrival on site. Religious and Dr. Notes will be required for staff not receiving vaccine on a case-by-case basis. Vaccination status may affect where and how staff are positioned in which program. Regardless of their vaccination status, all staff will be expected to follow all COVID-19 guidelines including mask wearing (indoors and with those outside of their cabin group), testing and physical distancing where possible.

### ***Staff Time Off***

Time off for our staff is crucial to the success of our programming, mental well-being, and care of your children and required by law. Staff time off will be incorporated into Camp programming as usual, daily time off and a full 24 hours each week. At this time, seasonal staff will be asked to remain on Camp property during their two hours off, but will not be mandated to remain on Camp property on their full day off. They will be expected to abide by a COVID-19 protocol (masks, minimizing interacting in large groups, etc.) and will be tested upon return to camp if unvaccinated.