

**Eugene Friends Meeting (EFM)
Memorandum of Agreement (MOA)**

COVID-19 Risk and Responsibility for Building User Groups and Gatherings
Revised to LOW-Risk Status as of September 25, 2022

Welcome! Eugene Friends Meeting is inclusive of all and engages in practices that support the safety of all who enter our facilities. EFM chooses to safeguard the health of individuals in our Meeting and our wider community. We do so by seeking guidance from our Spirit-led Light Within and by following local, state, and national Public Health Authorities recommendations.

We ask you to do your part to protect our Meeting space and each other. Every event at the Meeting House will continue to have a Health Monitor present. The Health Monitor is an accountable, empowered individual who will set-up the space prior to the event so as to minimize risk of exposure to COVID-19 for the participants.

The Host of Your Group is hereafter known as the **Health Monitor**.

- Health Monitors are needed before and after each meeting to set-up air purifiers and heat pump systems, to open/close access, and provide guidance.
- EFM opens the Meeting House to outside user groups on their own accord as long as there isn't risk presented to others meeting in the building.
- The Health Monitor is expected to communicate with our Hearth Keeper Safety Monitor: Ethen Perkins 541-953-7478 epandlk@efn.org and
- Follow the duties and protocol listed below.

Note: the wearing of masks and social distancing is now optional.

As the Host/Health Monitor, I affirm that I will follow the current Health Monitor Duties and the Food Handling Protocol of EFM.

Signature: _____

Printed Name: _____

Group: _____ Date: _____

Phone: _____ Email: _____

Health Monitor Duties – As of September 25, 2022

Arriving:

- Arrive 30 minutes ahead
- Turn heat pump system off in Meeting room
- Start air purifiers on high and reduce to low for gatherings
- Open south vent windows, east and north vent openings
- Set out supplies: tissues, waste baskets, sanitizer, face masks
- Open interior Meeting room doors to hallway and entryway

During:

- Adhere posted room occupancy

After:

- Wipe down used surfaces
- Set air purifiers on high and set the timer for one hour
- Turn on heat pump system in rooms
- Assure all doors and windows are closed and locked

Note: Adhere to three hours between groups

Food Handling Protocol – As of September 25, 2022

Use of the kitchen:

- The Kitchen is not accessible to outside user groups.
- People may continue to bring “brown bag” refreshments (no sharing)