



Tukwila Village Farmers Market COVID-19 Safety Plan

Tukwila Village Farmers Market is implementing the following COVID-19 Safety Plan to ensure the safety of staff, volunteers, and vendors and prevent the spread of COVID-19.

If staff, volunteers, vendors or customers are not following market guidelines around social distancing, Food Innovation Network staff will first educate the individual, then if they are not compliant, they may be asked to leave the market.

1. Health Screening

At the start of each market day, staff, volunteers, vendors will be screened for COVID-19 symptoms or risks. This information will be logged on a spreadsheet.

Farmers Market Staff and Volunteers:

Best practices as defined by the Center for Disease Control and Seattle King County Public Health will be followed to ensure that staff is not contributing to the spread of COVID-19. Many recommendations will be exceeded by Tukwila Village Farmers Market. This includes:

- At the start of each day, staff and volunteers will be screened for COVID-19 symptoms before they report to the market. Market staff will check in by text or Slack.
- If a staff member or volunteer has tested positive for COVID-10 or has COVID-19 symptoms (fever with cough, shortness of breath): they will not return to work until they have had no fever for at least 72 hours (that is, 3 full days of no fever without the use of medicine that reduces fevers) AND respiratory symptoms have improved (for example, cough or shortness of breath have improved) at least 10 days have passed since their symptoms first appeared.¹
- Any staff or volunteer who has been in close contact with a sick person (within 6 feet for 10 minutes or longer) will self-isolate for 14 days, and will not come to the Farmers Market. If they have been in contact with a sick person, but not in close contact and they do not have symptoms, they will monitor their health for 14 days. If they develop symptoms, they will follow #2 above.
- Staff and volunteers will wear approved face coverings at all times.

¹ <https://www.cdc.gov/coronavirus/2019-ncov/community/general-business-faq.html>

Vendors:

Vendors will follow the same guidelines as staff and volunteers. Vendors will wear approved face coverings at all times.

- Before noon on market day, the market manager or coordinator will contact each vendor by phone or text to screen for symptoms.
- If the vendor has tested positive for COVID-10 or has COVID-19 symptoms (fever with cough, shortness of breath) they will not be permitted to have a booth at the market that day. If the vendor does have symptoms or has been in close contact with a sick person, they will be asked to follow the same guidelines as Farmers Market Staff and Volunteers as described above.

Customers:

Entrance to the market will be regulated by staff and volunteers. The market perimeter will be marked off to limit entrance other than through a screening point. Customers will be encouraged to line up following the attached map, and the line will be marked with 6 feet distances to help customers maintain social distancing. While in line, they will be able to read information signs on social distancing, face coverings, screening questions, and other explanations of how the market is operating. They will be given a face mask if they aren't already wearing one and if they say that they are able to wear one.² Customers will be expected to wear face coverings at all times if they are able. At the entrance point, each customer will be screened for symptoms:

- Their temperature will be taken using a contactless thermometer.
- They will be asked screening questions suggested by Washington State Department of Health.³
- These screening questions will also be posted at various points along the line, to help individuals self-screen without waiting in line.

High risk individuals:

A high risk individual is someone who is 60+ years old, has underlying health conditions such as heart disease, lung disease, diabetes, or weakened immune systems, or are pregnant. Communication on outreach materials, social media, and the web site will encourage high risk individuals to avoid the market, to make use of pre-ordering and no-contact pick up, or to take advantage of a special early entrance to the market. Signage will also be used at the market to let these individuals know about pre-ordering, no-contact pick up, and special early entrance. Residents of the nearby senior housing complex will be told about these options in advance, through building management and resident services.

² <https://publichealthinsider.com/2020/05/28/not-everyone-needs-to-wear-a-face-covering-but-why/>

³

<https://www.doh.wa.gov/Portals/1/Documents/1600/coronavirus/Employervisitorscreeningguidance.pdf>

Market staff who will be responsible for health screening of staff, volunteers, vendors and customers:

- Faizah Shukru, Program Coordinator
- Kerrie Carbary, Incubator Program Manager
- Kara Martin, Program Director Director
- Sheelan Shamdeen, Program Assistant
- FIN Community Advocates: Muslima Osman, Purnima Kafley, Zozan Shamdeen, Ehler Win, Bryan Lagasca, Bernice Fernandez, Frank Bukasa
- Other volunteers to be later identified.

Screening for Staff, Volunteers, Vendors and Customers:

1. Ask: In the last 14 days, have you had any of these symptoms?
 - Cough
 - Shortness of breath or difficulty breathing
 - Or at least two of these symptoms
 - Fever
 - Chills
 - Repeated shaking with chills
 - Muscle pain
 - Headache
 - Sore throat
 - New loss of taste or smell
2. Take a temperature using contactless thermometer and record the temperature.
3. If the answer to any of these questions is YES, or if the individual has a fever, they will not be allowed to enter the market, and they will be given resources for more information on COVID-19, if needed. Any surfaces that they may have touched will be sanitized.

2. Social Distancing

Basic Social Distancing:

The overall market layout has been redesigned to allow space for following Social Distancing guidelines recommended by WSDOH. To avoid congregating both in line to enter the market and in the market itself, the following setup will be created:

- The market will be encircled by barriers to limit entry other than through a screening point.
- Customers will be guided to a line that will be clearly marked every 6 feet to aid in social distancing while in line. Market staff will monitor this line and educate customers as needed.
- At the screening point/entrance, customers will be reminded of social distancing tools as they are inside the market area. Six foot intervals will be marked to make sure that staff and customers are maintaining the 6 foot social distancing rules as well.
- Pathways will be marked in the market, to show lanes that are wide enough to allow for social distancing, and directional flow. Each pathway will be one way only, to keep foot traffic flowing and to allow for distancing. See diagram.

- Each market booth will be placed 10 feet apart, 10 feet from the edge of the market perimeter, and 10 feet from the entrance point.
- Six feet around each booth will be marked, to help customers keep distancing from vendors and produce. The market will work with vendors to create ways to keep that distance while serving their customers, and could include rope barriers, markings on the ground or extra tables to create a barrier. Electronic payment and pre-payment will be encouraged.
- Customers will only be allowed into the market in a way that will allow social distancing; 2 customers per booth will be allowed in the market at a time. As a customer leaves the market, staff will allow a new customer to enter.
- All SNAP/EBT/SNAP Market Match transactions will happen at the Market Manager's booth and will follow limited customer contact, including a barrier table to increase distance between customers and market staff. Farmers market currency will be sanitized after each touch, or allowed to sit isolated for one week to minimize germs. All staff will wear gloves and replace those gloves frequently throughout the day.
- Brochures, flyers, and handouts will be kept away from customers and given directly to them by staff, to minimize touch.
- Table coverings will be a material that allows wiping down with sanitizer.

Basic Social Distancing Practices

- Foot traffic will be guided to interact with vendors in the 10 foot gap between booths; the space in front of the booth will be reserved for one way foot traffic through the market. This will allow for social distancing while conducting transactions and will keep clusters of customers from gathering in front of the booth.
- At each vendor booth, the market will require two workers: one to handle produce and give purchases to the customer, and one to handle payments.
- Payment by credit card or pre-order will be encouraged to limit cash changing hands.
- The two booth workers will be inside the 10x10 foot booth, with space for social distancing between each other and the customers. A double table, or barrier will show customers where to stand to maintain 6 feet of social distancing.
- The use of an extra table will allow vendors to place payment processing tools or purchases on the table, step back, then allow the customer to enter their payment information, leave payment, or collect their purchases while not coming within 6 feet of each other.
- Customers will not be allowed to handle produce. The vendor will show and package produce. Vendors will be encouraged to pre-package produce.

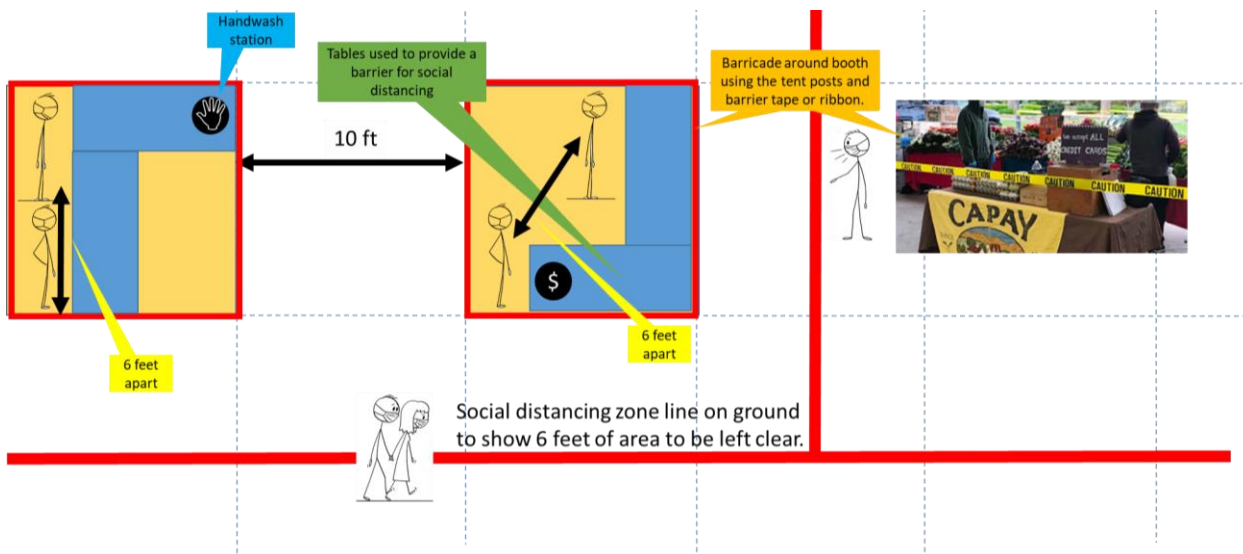
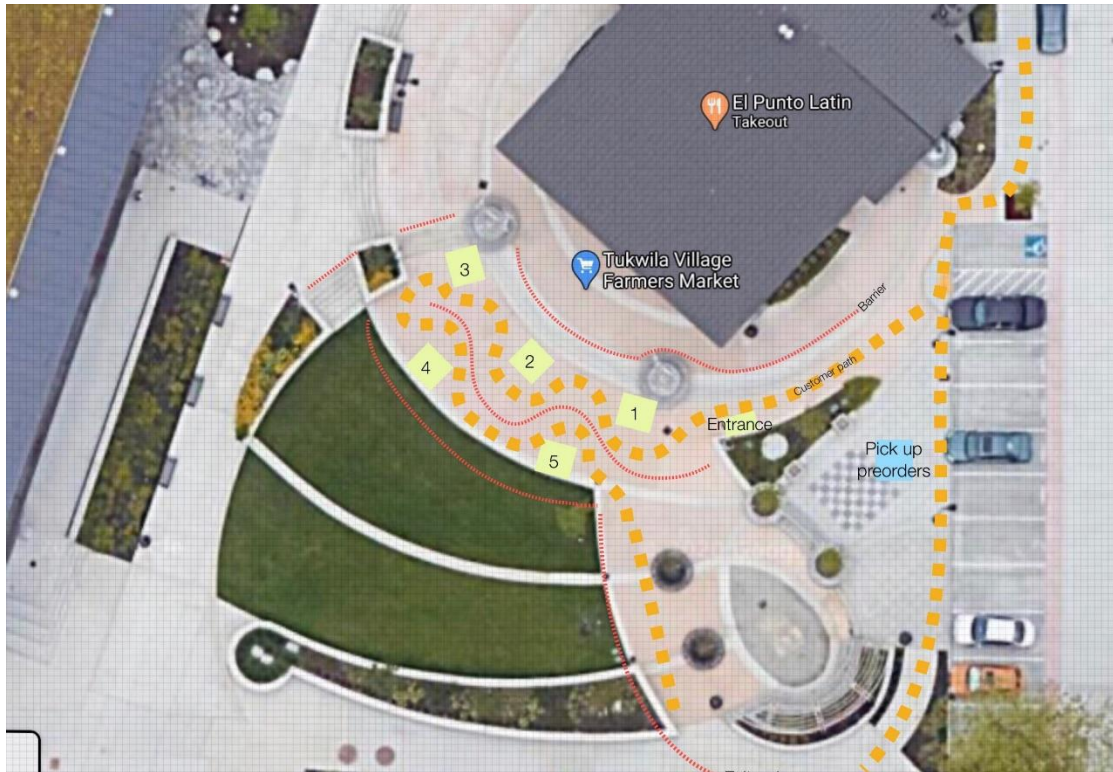
Set up and break down Social Distancing for Vendors

During set up and break down, vendors will be asked to follow the same guidelines set up for customers. Before the set up begins, market staff will mark booth locations, showing the recommended 10 feet between booths. Vendors will be expected to follow the same pathways as customers, and will be educated on waiting if necessary, to keep 6 feet between themselves and other individuals.

Vendors will be asked to maintain social distancing while unloading their booth supplies and products. During setup, market hours, and breakdown, they will be asked to stay within their 10x10 foot booth whenever possible.

Avoiding Customers Crowding a Booth and Limiting Customers Entering the Market

Customers will be only allowed into the market at a rate of 2 customers per booth. At most, the market will have 5 booths, which allows for 10 customers at a given time. They will be asked to follow markers to wait at safe intervals of 6 feet to approach a vendor's booth, the market manager's booth, hand wash and sanitizing stations. As a customer leaves the market, staff will allow a new customer to enter. Entrance to the market will be regulated at the main entrance, which will also serve as a screening station and hand sanitizing station.



Waiting to get into the market:

A line will form at the entrance to the market and stretch along the sidewalk next to the parking lot, shown on the map. Along this corridor, 6 foot distances will be clearly marked. Multiple signs will be posted for customers to read as they are waiting in line, that will explain the way that the market works, produce that is available that day, and guidelines around shopping the market.

Signs that will be used are shown below. When possible, multiple languages will be posted.

<p>PLEASE PROTECT ONE ANOTHER FROM COVID-19</p> <p>Please wear protective face coverings and keep 6 feet from others while you are visiting us.</p> <p>CLOTH FACE COVERINGS SHOULD:</p> <ul style="list-style-type: none"> Fit snugly but comfortably against the side of the face Be secured with ties or ear loops Include multiple layers of fabric Allow for breathing without restriction Be able to be laundered without damage Be worn by children over age 2 <p>Public Health Seattle & King County</p>	<p>PLEASE PROTECT YOURSELF AND COWORKERS FROM COVID-19</p> <p>Stay home if you have any of these symptoms:</p> <p>Common symptoms:</p> <ul style="list-style-type: none"> fever shortness of breath cough chills repeated shaking with chills muscle pain headache sore throat loss of taste or smell <p>Wash your hands often for 20 seconds.</p> <p>This is about as long as singing the "Happy Birthday Song" twice.</p> <p>DO wear a fabric mask safely.</p> <ul style="list-style-type: none"> Always wash your hands before and after wearing a mask. Use the ties or loops to put your mask on and pull it off. Don't touch the front of the mask, especially when you take it off. Put on and remove your mask while inside your home. Public transportation, elevators and stairwells can be high-contamination areas. Wash and dry your cloth mask daily and keep it in a clean, dry place. Remember that masks offer only limited protection and work best in combination with hand washing and physical distancing. <p>DO NOT: Wear the mask below your nose. Leave your chin exposed. Wear your mask loosely with gaps on the sides. Wear your mask over your eyes. Push your mask under your chin to rest on your neck.</p>	<p>CUSTOMER FACING</p> <p>WE'RE PROTECTING OUR ATTENDEES FROM COVID-19</p> <p>In response to a Health Officer Order, we:</p> <ul style="list-style-type: none"> Screen employees daily for any of these symptoms. Wash our hands frequently. Make hand washing and hand sanitizer available. Clean and sanitize our facility. Ensure sick employees stay home. <p>Clear symptoms:</p> <ul style="list-style-type: none"> fever shortness of breath cough chills repeated shaking with chills muscle pain headache sore throat loss of taste or smell <p>Please help in protecting everyone:</p> <ul style="list-style-type: none"> If you have a cough, fever, or shortness of breath, please go home. If you are at high risk for COVID-19, please go home. Stay 6 feet away from other attendees (about two arm's length away). Wash/sanitize hands often. <p>Public Health Seattle & King County</p>
<p>Health SHOP SAFELY at Your Farmers Market</p> <p>Help us practice safe and healthy shopping for all during the COVID-19 Pandemic</p> <p>SOCIAL DISTANCING</p> <ul style="list-style-type: none"> Maintain 6 foot distance between yourself and others at all times <p>HANDWASHING</p> <ul style="list-style-type: none"> Use hand washing stations when entering the market and regularly while shopping <p>NO CONTACT</p> <ul style="list-style-type: none"> don't handle products use card or exact change if possible bag your own purchases <p>BE PREPARED</p> <ul style="list-style-type: none"> send one person per household if possible pre-order if possible shop and depart quickly <p>DO YOUR PART to prevent the spread of coronavirus</p> <ul style="list-style-type: none"> stay home when sick or experiencing symptoms such as fever, cough, sore throat, or shortness of breath cover your coughs and sneezes wear a cloth face covering don't touch your face 	<p>BE PREPARED</p> <ul style="list-style-type: none"> send one person per household pre-order if possible shop and depart quickly <p>HANDWASHING</p> <p>use hand washing stations when entering the market and regularly while shopping</p>	<p>SOCIAL DISTANCING</p> <p>maintain 6 foot distance between yourself and others at all times</p> <p>6 Feet</p>

3. Sanitation

Hand sanitizer stations will be placed at the entrance to the market, and all customers will be asked to either sanitize their hands, or wash their hands at a hand wash station. Hand wash stations will also be placed throughout the market, one per vendor booth.

Hand sanitizer stations made up of automatic dispensers and signage.

Hand wash stations will be made up of a hot water dispenser, bucket, paper towels, soap and signage.

Fully equipped bathrooms are available on site for customers and vendors use.

During market hours, contact surfaces will be wiped with disinfectant after each customer encounter. Contact surfaces include all tables including vendor tables and other high-contact surfaces, hand wash and sanitizer stations, electronic payment equipment. Vendors will be expected to wash or sanitize their hands after every time they come in contact with a customer or a customers' credit card, and/or wear gloves and dispose of those gloves after each contact. Sanitizer will be in a spray bottle with paper towels or a bucket with a sanitizer solution and a wiping cloth stored in it. Handmade sanitizer will be made up of 1 teaspoon chlorine bleach per gallon of cool water.

A sanitizing schedule will be kept, and a log will be kept of when sanitizing of high touch points; customer hand wash stations, hand sanitizer stations, staff booth etc.

To limit customer contact, at each booth there will be one person in charge of measuring out produce, weighing and bagging produce, and another worker in charge of taking payment. Social distancing will be maintained at all times.

Staff will check hand wash and sanitizing stations at least hourly, and will resupply as needed. Staff will log when surfaces are sanitized and when hand wash and sanitizing stations are checked and resupplied.

Vendors

- Namuna Gardens (farm)
- Namaste Gardens (farm)
- IRC (farm)
- Highline College Urban Agriculture Program (farm)
- Mary Gay Park Growers (business name to be determined) (farm)
- Food Innovation Network (managers' booth and fruit from Collins Orchard)
- Taste Around the Globe/Food Innovation Network Incubator Program (packaged food only)

The market will supply hand wash stations to each booth if necessary. Handwash stations will include hot water, soap, paper towels, and a waste basket to safely dispose of paper towels.

There will be no food sampling, demos, or other activities at the market in 2020.

4. Summary Report

The market will provide a summary report each week, which will be compiled by Faizah Shukru, Program Coordinator or Kerrie Carbary, Incubator Program Manager. The report will summarize daily tracking sheets which will be kept for each market day, and will contain:

- Staff, volunteer, vendor and customer screening.
- Sanitization schedule and checklists.
- Records of social distancing that was followed.

Market staff will debrief after each market about what went well, what should be improved on, and lessons learned, and will summarize that information in the weekly report to Public Health.

5. Further Plans

The market is working with vendors and business coaches to help vendors:

- Set up preorder and contactless pickup options.
- Explore other distribution models, such as CSAs, pre-filled produce bags, and delivery, especially to nearby seniors living in SHAG buildings.

6. Market Rules

Market rules will be posted on Food Innovation Network's social media and on the Tukwila Village Farmers Market web site, as well as in person at the market.

Market Rules Draft

- Please don't come to the market if you are ill with COVID19 symptoms or if you have been exposed to someone with COVID-19
- Wear a mask or face covering.
- Wash your hands or use hand sanitizer before entering the market and during your market visit.
- Keep 6 feet away from others to social distance. We have a one-way path through the market to help social distance.
- Please no touching of products; vendors will put produce in a bag for you.
- Pay with credit or debit cards when possible, to avoid handling cash.
- Preorders are available at some vendors.
- The first hour of the market (3-4pm) is reserved for at risk individuals.