



FLINTFIELDS HORSE PARK COVID-19 ACTION PLAN

Covid-19 Mitigation Protocols

V6 as of 8/19/2020

Traverse City Horse Shows (TCHS) is committed to running safe and controlled sport and lays out the following guidelines and best practices for operation at Flintfields Horse Park. The national governing body of equestrian sport, the United States Equestrian Federation (USEF), has established a comprehensive set of guidelines which we have used as a basis for our protocols. These protocols are also in line with state, local, and federal regulations as well as guidelines from the World Health Organization (WHO), the Center for Disease Control (CDC) and the FEI Policy for Enhanced Competition Safety During the Covid-19 Pandemic.

The full USEF protocols are updated on Tuesday of each week and may be reviewed here: <https://www.usef.org/forms-pubs/XhKGVYiivTA/usef-covid-19-action-plan-for-operating>

The proposed plan will have no spectators. We are confident that we can successfully implement these protocols, as the equestrian sport is an individual, non-contact activity with social distancing measures already incorporated for safety. When utilizing proper planning efforts and the proposed protocols, the Traverse City Horse Show competitions are considered low risk according to the WHO Mass Gathering for Sports Risk Assessment Tool.

We ask that everyone please do their part in following all of the outlined protocols and guidelines to ensure a safe environment for all. Attendees should be respectful of community and local guidelines while visiting. Community updates regarding positive case reports and exposure sites are posted to the following links:

- Grand Traverse County Covid-19 Resource site (<https://gtcountycovid19.com/>)
- Grand Traverse County Covid-19 Joint Operations Facebook page (<https://www.facebook.com/GTCCOVID19JOC/>)

TCHS has hired a Health and Safety Manager to coordinate the health preparedness and response planning and to oversee that the guidelines and protocols are being executed. If you have any questions or concerns, please contact Caitlin Lane at caitlin@traversecityhorseshows.com.

COVID-19 Protocols

General

- **Screening and monitoring** – Everyone entering the venue will have their temperatures taken daily when entering the facility. Masks **MUST** be worn for the temperature check. Anyone with a temperature of 99.5° F (37.5° C) or above may not enter the facility.
- **Personal Protective Equipment (PPE)** – A face mask or face covering is required for everyone on the venue at all times while on competition grounds except when mounted on a horse. This is a requirement of the USEF Action Plan as of July 28, 2020. Gloves will be required in specified communal locations.
- **Social Contract** – By attending and participating, athletes, trainers and grooms agree to follow the horse show protocol or will be asked to leave; they also agree to follow/respect community and local rules while visiting the area. Trainers will be responsible for distributing necessary protective gear as required by state and local regulations to all employees and athletes. We will



FLINTFIELDS HORSE PARK COVID-19 ACTION PLAN

Covid-19 Mitigation Protocols

V6 as of 8/19/2020

have additional PPE on site if necessary. If someone onsite starts to show symptoms, they will be asked to leave the venue.

- **Social Distancing** - All individuals must practice social distancing (or physical distancing) at all times while on the competition grounds by staying at least 6 feet (about 2 arms' length) from any person who is not a member of their immediate household. Members of the same household are still required to wear masks or face coverings at all times while on competition grounds.
- **Social Distancing and Mask Enforcement** – TCHS staff and additional safety coordinators will monitor and have the authority to warn and remind anyone on Flintfields Horse Park property of the necessity of social distancing. During a competition, Stewards and Technical Delegates will report non-compliance to competition management, and individuals who continue to demonstrate non-compliance with social distancing or mask/face covering requirements will be promptly removed from the competition grounds by competition management. Stewards and Technical Delegates will document and include in their report to the USEF all incidents of non-compliance, so that USEF can address any deficiencies.
- **Signage** – There will be posted signage throughout the facility displaying applicable CDC, state, federal and local governmental safety advisories.
- **Communication** – We will clearly inform all participants, officials and competition personnel of protocols and safeguards implemented for their protection against spreading COVID-19 by providing them with a list of such measures. Updates and competition information will be included in the prize lists, schedules and will be readily available through the website and app.

Venue Access

- Everyone entering the venue will be required to have their temperature taken at the front gate to enter the competition grounds. Anyone with a temperature of 99.5° F (37.5° C) or above may not enter the facility.
- You also may not enter the facility if any of the following apply:
 - Anyone who exhibits COVID-19 symptoms,
 - Anyone who has tested positive for COVID-19 within last ten days,
 - Anyone who has tested positive outside of the past 10 days, but is still symptomatic, or
 - Or anyone who has been in close contact* with someone who has tested positive for COVID-19 within the last 14 days (exception: Healthcare personnel who have treated patients using appropriate medical grade PPE during the course of performing professional duties are exempted from this restriction.

* Close Contact – For purposes of this document, close contact as defined by the CDC is someone who was within six (6) feet of an infected person for at least 15 minutes starting from two (2) days before illness onset (or, for asymptomatic patients, two (2) days prior to specimen collection) until the time the patient is isolated. It is important to note that close contact has occurred even if one, or both individuals is wearing a mask. (Refer to CDC FAQ). Anyone who has been in contact with an individual who is



FLINTFIELDS HORSE PARK COVID-19 ACTION PLAN

Covid-19 Mitigation Protocols

V6 as of 8/19/2020

confirmed or suspected to be COVID19-positive should quarantine in accordance with CDC Guidelines.

- It is strongly recommended that if people are going to travel together in the same vehicle to a competition, they should take their temperature prior to getting into the vehicle to ensure no one travels to the competition with an elevated temperature.
- Competition organizers will restrict access to competition grounds in accordance with state and local travel and quarantine restrictions.
- If you have tested positive for Covid-19 or if you are denied access to the venue due to your exhibiting a temperature or Covid-19 symptoms, you must present a negative test for Covid-19 before you will be permitted to enter the venue or, if it has been ten days since the day you were denied access (the onset of symptoms), you must show a 72-hour period of no fever while off any meds that lower fevers (NSAIDs or Tylenol). If you have been in contact with someone who has tested positive for COVID-19 within the last two weeks, you must self-isolate for 14 days.
- Public access and spectators are prohibited for 2020. Events will be available for free to view online for spectators.
- Those entering the facility will need an access/parking pass to enter.

Staff, Officials and Service Providers

- TCHS will provide a training video and resources for competition staff and officials regarding all procedures and requirements associated with the plan.
- Staff and officials will be supplied with necessary PPE and hand sanitizer as required by state and local regulations as well as the US Equestrian Federation.
- Service providers will be scheduled to come during off hours of operation as possible to reduce risk.
- Judges' and other officials' areas will be arranged to comply with social distancing requirements.
- All staff radios, computers, clip boards, judges' cards, etc., will be delivered to their location before the show and picked up after completion and sanitized each day.
- Staff and officials who feel sick must request to stay home.

Competition and Practice Areas

- There will be posted orders of go for classes and estimated ride times so that athletes/trainers know when and where they will show to reduce congregating in holding areas. Priority rings will be established on daily numbers and time constraints and will be communicated to riders/trainers. Ingate communications will be thorough and frequent.
- Routine PA announcements announcing protocol requirements via facility system to ensure exhibitors are aware of ongoing procedures and any new protocol.
- A protective shield will be added to the ingate booth to protect staff.



FLINTFIELDS HORSE PARK COVID-19 ACTION PLAN

Covid-19 Mitigation Protocols

V6 as of 8/19/2020

- Athletes will be given awards following their events using a method that reduces or eliminates hand-to-hand contact and maintains social distancing. Award presentations for special classes will be communicated to riders and will follow proper social distancing protocols.
- TCHS staff will wipe down jump equipment throughout the day. Anyone touching warm up jump will be required to wear gloves.
- If necessary, exercise areas and schooling times (including morning schooling in show rings) will be restricted to limit number of athletes on horses to practice social distancing guidelines.
- In classes where riders compete collectively, we will determine and communicate to participants the maximum number of horses permitted in each competition area at one time based on the size of the competition areas and social distancing requirements.
- Face masks must be worn during course walks. Stewards and staff will monitor course walks to ensure they comply with social distancing requirements and that there is adequate space between barn groups. Management will schedule smaller groups in separate sections or make other adjustments as needed.
- Schooling areas will be monitored and controlled by stewards, schooling supervisors and/or ingate personnel. A maximum of two people will be allowed per schooling jump and on opposite sides. Jumps will be spaced to accommodate people on both sides with social distancing.
- Mounting blocks will be available in schooling areas to avoid one-on-one contact between riders and grooms/assistants.
- Seating areas will be limited and compliant with social distancing requirements. They will also be sanitized regularly.
- Golf Carts: All individuals MUST wear face masks and cart capacity may not exceed the number of seats on the cart. Congregating on or around a parked or stationary golf cart or vehicle is prohibited.
- If you are eating or drinking outside of a dedicated Food and Drink area including in golf carts, you must move at least 6' away from others to eat or drink. Your mask must be immediately replaced when finished.

Stabling Area

- Stabling will be configured to comply with social distancing requirements between groups in order to manage concentration of horses and people, utilizing stabling separation as needed.
- Stabling locations will be posted at the Stabling Office or by contacting Tom Blankenship at 843-269-4737. To order feed and bedding, please contact Jimmy at 941-915-9253 or jimmy@traversecityhorseshow.com Security will regulate unloading if needed so groups can stay apart during this process.
- Access will be restricted to athletes, trainers, grooms, veterinarians and other essential personnel only. Trainers must manage their barn areas and minimize the number people in the stable area.
- Groups congregating is discouraged; people must practice safe social distancing protocols.



FLINTFIELDS HORSE PARK COVID-19 ACTION PLAN

Covid-19 Mitigation Protocols

V6 as of 8/19/2020

- Routine PA announcements announcing protocol requirements via facility system.
- Gloves (in addition to the required masks) will be required in communal areas like wash racks, to use hoses, etc.

Show Office

- The show office will be configured to allow proper social distancing and will be restricted to essential personnel only. Clear plexiglass protective shields have been installed in front of office staff and there will be separate entrance and exit doors to prevent bottlenecks and cross-traffic.
- Please process entries and necessary paperwork online at www.horseshowsonline.com. All necessary paperwork can be done online including entering a competition, add/scratches and billing and invoicing. Billing will be prepared in advance as possible. Horse Show Office phone number: (231-267-3080).
- The amount of people in the show office will be limited to one person per show secretary at a time. If necessary, lines will form outside the office and will follow social distancing guidelines with markers delineating 6' spacing. Only one representative per barn may come to the show office at a time.
- If entries need to be limited, TCHS will notify USEF and information regarding stabling and entries will be posted on the competition website or in the prize list.
- TCHS will publish their policy regarding entry and stall refunds within the prize list and/or on the competition website.

Hospitality, F&B, Bars

- All food vendors, hospitality areas and bars will need to follow state and local regulations and guidelines. Grand Traverse Resort & Spa is our catering and concessions partner and will be up to date on local health department guidelines.
- Masks are required and must be worn when in food and beverage areas. You may only take your mask off when seated at your table and eating or drinking a mask must be worn when you are not eating or drinking.
- In viewing pavilions, a mask must be worn when you are not eating or drinking. Do not move the furniture in these areas.
- Food and beverage areas will provide markers to delineate 6 feet spacing for concessions lines.
- Food and beverage areas are open air with reduced capacity to follow social distancing guidelines for table placement.
- Outdoor automatic hand sanitizing stations throughout food and beverage areas.
- Tables will be wiped down and disinfected frequently.
- If you are eating or drinking outside of a dedicated Food and Beverage area including in golf carts, you must move at least 6' away from others to eat or drink. Your mask must be immediately replaced when finished.



FLINTFIELDS HORSE PARK COVID-19 ACTION PLAN

Covid-19 Mitigation Protocols

V6 as of 8/19/2020

Sanitation

- All tables, chairs, common surfaces and equipment are sanitized routinely throughout the day with Fight Bac RTU hospital grade disinfectant.
- Outdoor hand sanitizing dispenser stands will be placed around the facility in high touch point areas (to include by ingate, at entrance to schooling arena, stabling, show office, VIP area, judges' boxes, restrooms etc)
- Additional restroom trailers are available. They will be cleaned often and stocked with soap and sanitizer.

Communication

- TCHS will use signage, radio, phone, e-mail and online communication methods as much as possible and clearly communicate important information frequently throughout the competition grounds. There are various speaker systems around the facility to communicate update and we are looking into a group text software to send venue-wide alerts.
- Athletes and trainers can check results of classes, orders of go and live scorings in real time on the Show Competition app to minimize in person interaction.
- Multi-modal communication strategies will be utilized for ongoing updates (signage, social media, website updates, email, mass texting app, etc.) to establish clear lines of communication between media team, event organizers, event staff, athletes and their personnel.
- All participants, staff and officials will be notified if the organizers/medical personnel learn of a confirmed case of Covid-19 at the event.

Adverse Weather Protocol

- TCHS is in direct contact with Gregg Bird from the Grand Traverse County Emergency Management Office with weather forecasts daily and direct line communication on adverse storms and warnings.
- No crowding to shelter in tents or pavilions around the facility. Everyone is encouraged to shelter in their own vehicles.
- Event will go on hold ahead of any weather warnings allowing participants to properly shelter keeping social distancing with an announced restart time.

Merchandise/Vendors

- Vendors must comply with local retail requirements. Please refer to the Grand Traverse Health Department Retail Tool-Kit:
<https://www.grandtraverse.org/DocumentCenter/View/14151/Retail-Toolkit-1?bidId=>
- Vendors are responsible for distributing necessary protective gear as required by state and local regulations to all employees.
- Clearly inform customers of in-store practices and precaution in place to prevent infection.



FLINTFIELDS HORSE PARK COVID-19 ACTION PLAN

Covid-19 Mitigation Protocols

V6 as of 8/19/2020

- Limit the number of customers allowed in the store at one time to comply with social distancing rules and, if lines are required to regulate entry into the store, create markings 6' apart for line
- Design spaces in the store and activities that encourage 6 feet of distance from one another and develop ways to reduce touchpoints, eliminate lines and streamline service.
- Install physical barriers at checkout or other service points
- Establish an enhanced cleaning schedule and train employees on appropriate cleaning procedures including for cashiers on cleaning between customers and how to manage symptomatic people
- Notify TCHS of any employees or visitors who test positive for Covid-19 as soon as possible

Positive Test Protocol

- Exhibitors must notify TCHS if they test positive for Covid-19 within 14 days of the competition.
- TCHS will notify USEF, all participants and competition staff if a person who was present on the competition grounds tests positive for Covid-19 within 14 days of the conclusion of competition.
- If there has been an infected person onsite, TCHS will temporarily shut down the appropriate areas or full venue if necessary to deep clean and disinfect (the duration of closure will align with CDC recommendations and in compliance with local health officials).
- Competition Organizers must report confirmed cases including any relevant information on circumstances of transmission and contacts of the infected to assist contact tracing to local health officials within 24 hours.
- Any competition delays, suspensions or cancellations will be communicated promptly to participants and the local community.
- Competition Organizers will work with local health officials to establish a site-specific response plan for confirmed cases and to make decisions regarding competition delays, suspensions and facility closures.
- Competition Organizers will continue to monitor the WHO Mass Gathering for Sports Risk Assessment score and, if the risk increases, they will assess the need to delay, suspend, close or cancel the event.
- If staff or a participant tests positive for Covid-19, they may not re-enter the venue until they either present two negative tests for Covid-19 within a 72 hour period or if it has been seven days since the onset of symptoms, one must show a 48 hour period of no fever while off any meds that lower fevers (NSAIDs or Tylenol).
- Immediately isolate and seek medical care for any individual who develops symptoms. Staff and participants with symptoms (based on self-assessment, screening etc.) will be sent home.
- Review case details and show participant list to assist in contact tracing.



FLINTFIELDS HORSE PARK COVID-19 ACTION PLAN

Covid-19 Mitigation Protocols

V6 as of 8/19/2020

Responsibilities of Participants – Trainers, Owners, Riders, Support Personnel

- Trainers are responsible for the entire group including riders, grooms, support personnel, etc. We ask that you please make sure your entire group is aware of protocols and prepared to comply with all facility protocols.
- Trainers should provide thermometers, hand sanitizer, gloves, masks, and other PPE deemed necessary to your barn staff and other personnel and encourage them to use these items on a regular basis.
- Participants should self-monitor their temperature prior to arriving to the competition grounds to ensure they do not have symptoms.
- It is strongly recommended that if people are going to travel together in the same vehicle to a competition, they should take their temperature prior to getting into the vehicle to ensure no one travels to the competition with an elevated temperature.
- Trainers should have a support plan in place for any member of their team that is denied access to the event due to medical concerns. Do not mix equipment (tack, grooming supplies, lead shanks, etc.) and sanitize between each use.
- Regularly sanitize golf carts, bikes, cars/trucks and stable doors, buckets, light switches, equipment in your barn area including tack, grooming, feeding, stall cleaning materials, surfaces in common areas, etc.