

**EASTERN MICHIGAN UNIVERSITY REC/IM**  
**COVID-19 REOPENING PLAN**  
**PHASE I**



OCTOBER 20, 2020

# Rec/IM Phase I Reopening Plan

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## UNDERLYING ASSUMPTIONS

- We will employ a phased approach to facilities, programs, and services reopening.
- We will strive to prepare the environment (facilities) first to create programmatic and service reopening considerations subsequently.
- Reopening plans were developed with the student staff and patrons in mind to create a sustainable level of safety and risk mitigation.
- Available staffing (professional and student) may limit some of our planning efforts and execution.
- Available Personal Protective Equipment (PPE) may limit our ability to open on the date planned.
- We will employ a dynamic process of updating and reviewing progress and adjust the plan as needed.
- All phases of reopening (facilities, programs, and services) will be developed on a priority-scheduling basis. Some areas may take place simultaneously while others will be dependent on areas becoming operational.
- Decisions to continue or discontinue an operation will be largely driven by health and safety considerations.

## RECOVERY

### Facility and Staff Preparation

- Provide three-week notice to open the facility
- Move, mark-off and remove equipment
- Close non-use areas
- Disinfect equipment
- Determine appropriate traffic flow
- Install signage
- Place barriers at all staffed desks
- Staff training on new cleaning protocols and distancing enforcement
- Ensure there is a 14 day supply of:
  - Hand Sanitizer
  - Masks

### Communication

- Partner with University communications team to inform EMU community of opening date and limited operations.
- Prepare social media communication.
- Communicate with members through membership software, Fusion.
- Floor Stickers: Social Distancing stickers on the floor and provide directional insight.
- Signage: Social Distancing, Be Well/Stay Well, Clean Equipment Before and After Use, etc.
- Signage: Self-screen before going into a gym or exercise facility or class



- Signage: Number of patrons allowed in each space; patience when at capacity
- Signage: Face masks are required at all times and 10 feet of separation is required when exercising

## PHASE I - HOURS OF OPERATION

Monday – Friday  
8 a.m. - 10 p.m.

Saturday  
9 a.m. - 4 p.m.

Sunday  
12 p.m. (noon) - 6 p.m.

## REVISED EMERGENCY PROCEDURES

### Non-Life-threatening Emergency

- First responder will remain standing six feet from the participant & will ask the following questions to determine if additional PPE should be used:
  - Do you have or have you experienced a fever, cough, shortness of breath, chills, sore throat, muscle pain, or loss of taste/smell in the last 24 hours?
  - Do you currently have COVID-19?
  - Have you been exposed to anyone who has COVID-19?
  - If yes is answered to any of the questions above, the responder will put on provided PPE, including a mask, gloves and a face shield or goggles.
  - If no is answered to all questions, responder will still wear appropriate PPE for the situation including a provided washable facemask.
- Staff will respond and provide care as determined.
- EMU PD will be notified of the emergency as needed, including potential COVID-19 status.

### Life Threatening Emergency

- EMU PD will be called
- All life threatening cardiac and breathing emergencies will be treated as potential COVID-19 positive cases.
- First responders certified in Red Cross CPR/AED will provide care.
- First responder will look to determine an initial assessment for breathing at six-foot distance and put on PPE, including mask and gloves.
- Responders will check for responsiveness and provide care as required. Respiratory support will be provided with a breathing barrier and an AED will be utilized as quickly as possible.
- Response team providing care will be limited to two people to limit the number of staff who encounter the victim.



- Face shields used during care will be cleaned with CDC approved disinfectant. All other items will be discarded in a biohazard bag.

## FACILITY AREAS

Rec/IM Software – Fusion – will enable us to track the number of occupants in the facility to ensure we stay at or below 25% occupancy, as mandated in the current executive order. 25% capacity will allow us to accommodate up to 150 students, faculty, staff, and emeriti at one time inside the facility. Occupancy limits will be enforced in each area of the facility.

### Main Entrance

- The east access point will serve as the only entrance into the Rec/IM facility.
- Members will swipe their own ID to enter the facility.
- Rec/IM Staff will disinfect card scanners hourly and throughout the hour when applicable.

### North Entrance

- This will serve as the only exit area
- Members will swipe their own ID as exiting to ensure occupancy numbers are enforced.
- Rec/IM Staff will disinfect card scanners hourly and throughout the hour when applicable.

### Membership Services & Equipment Rental

- Equipment rental
  - Members will be asked to bring their own equipment through Phase I.
  - Minimal equipment rentals will be available for tabletop games on level one.
    - All items will be disinfected upon checking out and returned.
    - Staff will wear proper PPE equipment and use approved disinfectant.
    - Members will swipe their own ID to check out equipment.
    - Rec/IM Staff will disinfect card scanners hourly and throughout the hour when applicable.
- Credit card sales only
  - Rec/IM Staff will disinfect card scanners hourly and throughout the hour when applicable.
- Guest passes, membership and locker sales will be suspended until further notice due to occupancy limits; this will allow the Rec/IM to focus services on students, faculty, staff, and emeriti during Phase I of our reopening plan.
- Guided tours of 4 or less can be performed (all parties must wear masks and practice physical distancing).

### Main Weight Room

- Equipment will be moved or marked off to create appropriate spacing between patrons (10 ft.).



- Additional staff will be placed on level two to continuously clean equipment and heavily touched areas as well as enforce physical distancing.
- All porous equipment (ropes, bands, etc.) will be removed from the fitness floor and placed in storage.
- Close Functional Training Areas
  - We will rotate what functional equipment is available for patrons to ensure physical distancing.

### Basketball Courts

- Closed
- The space may be used for group exercise, individual intramural sports contest, academic classes or any other approved activity.

### 4<sup>th</sup> Floor Cardio/Strength Room & Track

- Closed

## AQUATICS

### Jones Natatorium

#### Check in

- A reservation system will be put into place to ensure we are able to maintain social distancing of 6 feet, unless you are from the same household.
- Reservations will be made online Via the member portal.
- Reservations should be made ahead of time. Any walk-in registrations will take place at the Rec/IM front desk to avoid a backup at the check in station. A QR code will also be available for mobile use.
- No more than 3 patrons will be allowed to reserve a lap lane for any given time.
- Appropriate signage will designate lap lane speeds/preferences to help maintain appropriate distances.

#### Entrance/Exit

- All patrons for the Jones pool will enter from the Northwest doors, go down the 4 steps to enter the Rec on the first floor.
- ADA access will need to contact Rec/IM's front desk (734-487-1338) to gain access.
- All patrons will show their COVID pass to the check in staff member, then be directed down the Jones locker room hallway.
- All patrons should come with their swim gear already on or under their clothes.



- Patrons will be directed to use the single use shower/restrooms to take a required shower before entering onto the pool deck.
- Masks will be worn upon entering the space and may be removed during shower. No patrons will be required to wear a mask while in the pool.
- At the end of their reserved time, members will exit the pool, retrieve their items, put on their mask, and change in one of the single use shower rooms. Then proceed to the exit, the Northeast doors directly behind the diving boards.
- Patrons will exit Jones Pool on the southeast doors and swipe upon exiting.

### Locker Rooms

- Day lockers will not be available. Members will place their items on a chair appropriately spaced on the north end of the lane lines, and on the bench attached to the wall on the south end of the lane lines, that will be pre-marked and appropriately spaced out.
- Shower rooms will be sanitized every hour after each reserved time.

### Swim Time – Club Pool

- A reservation system will be in place to ensure that we are able to maintain social distancing of 6 feet.
- Reservations should be made ahead of time. Any walk-in registrations will take place at the Rec/IM front desk to avoid a backup at the check in station.
- No more than 3 patrons will be allowed to reserve a lap lane for any given time; 3 lap lanes will be available, maximizing lap swim to 9 individuals.
- Appropriate signage will designate lap lane speeds/preferences to help maintain appropriate distances.
- A max of 9 patrons will be allowed in the open swim area.
- The hot tub and sauna will remain closed during Phase I.
- A 15-minute break in between reservations will be used to sanitize all lane equipment and immediate touch points.

### Entrance and Exit

- All patrons will enter the Pool from the 1 st floor Warner hallway. ADA entrance access will be granted through the ADA locker room door, and will be let in by a staff member.
- Patrons will check in with a Rec/IM staff member at the check in Station to confirm their reservation. Patrons will then proceed to their respective changing location (Women's, Men's or Family Locker Room) and shower before entering the pool.
- Masks will be worn upon entering the space and may be removed during shower. No patrons will be required to wear a mask while in the pool.
- At the end of their reserved time all patrons will exit the pool, retrieve their items, put on their mask, and enter their respective changing location.
- All patrons will exit via the Family Locker room.





## Locker rooms

- Day lockers will not be made available, and all belongings will be stored in appropriately spaced out and marked spaces on deck.
- Lap Lanes will have (3) 6-foot tables on the North end of the pool to place their items.
- No more than 5 people should utilize the showers at one time.
- The shower area will be sanitized every hour after each reserved time has been checked in.
- At no time will more than 1 staff member be in the Lifeguard Office.

## Day Use Lockers

· Closed

## Administrative Suite

- A staggered schedule will be identified to ensure physical distancing.
- This will be done on a weekly basis to ensure a presence is onsite for all events with appropriate staff.
- PPE items will be provided for all staff.
- Increased cleaning schedule for all major touchpoints in the office suite.

## Marketing Suite

- Only 1 staff will be scheduled in the suite at any given time.
- This will be done on a weekly basis to ensure a presence is onsite for all events with appropriate staff.
- PPE items will be provided for all staff.
- Increased cleaning schedule for all major touchpoints in the office suite.

## All Lounge Spaces

- Some furniture will be removed and existing items will practice physical distancing guidelines.
- Staff will clean all furniture and heavy touch points on an hourly basis.

## Locker Rooms

- Showers will remain open due to swimming pool policies, but locker rooms will be closed.
- Restroom stalls and sinks will be open, with every other fixture offline as required by physical distancing guidelines.

## Staff Kitchenette

- One occupant at a time
- Increased cleaning schedule and staff are required to clean/wear PPE when accessing this area



## Multipurpose Room

- We will utilize one multipurpose room for fitness classes. We will limit the number of participants in this area and clearly mark the floor to identify physical distancing requirements.

## Racquetball Courts/Table Games/Esport Lounge

- Closed

## PATRON/PARTICIPANT RESPONSIBILITY

- It is our expectation that each participant will take responsibility for their own safety and minimize the risk of transmission. Do not rely on others to maintain safety and disinfect equipment.
- It is required that users will wear a mask while working out.
- Wipe down equipment before and after each use.
- Individuals must self-screen before coming to the facility.
- Bring personal equipment with you (mats, belts, etc.).
- Bring your own water bottle and refill at our stations. Drinking fountains will be closed.
- Patrons will self-check-in and wait for staff acknowledgement before entering.
- Arrive at the facility ready for your activity; all clothing changing spaces are closed.

## PROGRAMS AND SERVICES

### In person

- Fitness classes will be primarily performed virtual.
- We will offer a significantly reduced in-person fitness schedule that will take place outside and/or in the main gym or one fitness studio.
- We will offer individual intramural sport competitions.
- Personal Training will be performed virtually.
- Esports will offer various programs throughout the semester.

### Virtual

- Fitness Competitions
- Group Exercise
- Personal Training
- Intramural Competitions
- Esport Programming

### Suspended

- Fitness assessments
- In-person intramural team sports
- Face-to-face club sport practices and competitions



# FACILITY CLEANING AND MAINTENANCE

## Professional Building Attendants

- Staff will be:
  - assigned to work independently.
  - recommend to wear provided face masks when social distancing cannot be met.
  - issued disposable gloves.
  - instructed to maintain physical distancing while on break.

## Facility Areas

- Hourly: **clean all touch points with a CDC approved disinfectant.**
- Each Shift: empty trash/recycling as needed and wipe down lids and surrounding area, clean entrance doors and windows, straighten and disinfect furniture (ensure furniture is placed to maintain physical distancing), check and replenish hand sanitizer.

## Elevators

- Hourly: **clean buttons and handrails with a CDC approved disinfectant.**
- Each Shift: wipe down elevator walls.

## Corridors/Hallways

- Hourly: **clean all touch points including door handles, handrails and vending machines buttons with a CDC approved disinfectant.**
- Each Shift: empty trash/recycling as needed and wipe down lids and surrounding area, straighten and disinfect furniture, dust TV monitor, spot mop, check and replenish hand sanitizer as needed, dust, wipe down vending machines.

## Men's and Women's Restrooms

- Hourly: **clean all touch points including door handles, bathroom stall handles, faucet handles, paper towel handles and counter tops with a CDC approved disinfectant.**

## Weight and Cardio Spaces

- Hourly: **clean handrails/monitors with a CDC approved disinfectant.**

## Track

- Phase I: Closed

## Member Services Desk/Laundry Room

- Each Shift: **Clean all touch points with CDC approved disinfectant.**



## Studios

- After events: **clean all touch points including ballet bars and door handles with a CDC approved disinfectant.**

## Lounge Spaces

- Open with furniture moved to ensure physical distancing guidelines are met.
- Hourly cleaning includes all high touchpoint areas.

## Tabletop Game Lounge

- Open with restrictions and physical distancing.
- Hourly cleaning includes all high touchpoint areas.

## Racquetball Court Area and Esports Gaming Lounge

- Phase I: Closed



## Rec/IM Department Contact Information

Email: [rec\\_im@emich.edu](mailto:rec_im@emich.edu)  
[www.emich.edu/recim](http://www.emich.edu/recim)

### Professional Staff

Director

Justin Jett  
[jjett@emich.edu](mailto:jjett@emich.edu)

Assistant Director, Student Personnel, Front Counter Operations, Warner Locker Access

Michelle Owens  
[mowens@emich.edu](mailto:mowens@emich.edu)

Assistant Director, Fitness, Emergency Procedures, Summer Fun Camp

Kristi Teasdale  
[kteasdale@emich.edu](mailto:kteasdale@emich.edu)

Administrative Secretary

Lisa Mayes  
[lmayes@emich.edu](mailto:lmayes@emich.edu)

Aquatics Facilities Coordinator

Jeff Norris  
[jnorris3@emich.edu](mailto:jnorris3@emich.edu)

