



# VALLEY MUSICAL THEATRE

Disaster Preparedness:  
Covid-19 Response

Submitted by:

VMT: Disaster Preparedness Committee

[www.valleymusicaltheatre.com](http://www.valleymusicaltheatre.com)

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## **SECTION 1: INTRODUCTION/ COMMITTEE MEMBERS/ RESOURCES**

Performing arts centers across the country are actively developing strategies for resuming operations and reopening their doors once they are authorized to do so. We recognize that until a COVID19 vaccine and/or effective therapeutics become widely available, it may be many months before Valley Musical Theatre can return to the performance venues where we typically hold our rehearsals and productions. We also understand that if current social distancing measures are required or recommended as part of our reopening plans, it may be financially and/or logistically impossible for either us or the venues we use to engage in our primary business.

Nevertheless, we believe that in order for Valley Musical Theatre (referred to as VMT) to reengage with Ellensburg and the surrounding communities between now and when we can return to something that resembles normal operations, it is necessary to prepare for various reopening scenarios. To that end, this document has been created as a roadmap to reopening with a “menu” of mitigation measures. We recognize that the nature and timing of the reopening process and the strategies adopted by VMT will vary based upon state and local guidelines and/or mandates and upon the unique circumstances and conditions of each theatrical production.

Our primary goal is to provide information and resources, restore confidence to our community in attending theatre in a phased approach in returning to normal operations while simultaneously protecting the health and safety of our actors, crew, and patrons. We assume that for the foreseeable future, “normal operations” will require us to adopt reasonable measures that respond to the evolving circumstances surrounding the COVID-19 pandemic.

The measures that VMT will adopt to resume operations will also be influenced by factors such as the willingness of the public to return to large gatherings and to submit to the health and safety precautions that we are required to or choose to implement; the availability and requirements of our performing artists; and the feasibility, cost, and revenue impacts of proposed health and safety measures. Any plan adopted by VMT must address and reconcile these potentially competing factors.

In order to remain useful over the course of this pandemic and beyond, this is a living document. Our recommendations will continue to be informed by the evolving guidelines and/or mandates of governmental and scientific authorities, and we will revise and redistribute this document as necessary to reflect changing circumstances and new information. Because our recommendations are so dependent upon governmental authorities, we have reviewed closely restrictions mandated by local and state agencies and representatives to ensure that the unique needs and conditions of performing arts centers are represented in the development of governmental guidelines.

As you are aware, in developing our individualized reopening plans, we are all continuing to work in an environment of uncertainty. As a result, any plans that we adopt must include flexibility and a robust communication strategy that will enable us and our patrons to successfully adapt to rapidly changing circumstances.

### **ADVISORY COMMITTEE MEMBERS:**

Mike McCloskey, Committee Chair (Manager, Morgan Performing Arts Center)  
Jim Denison, VMT Board Vice President (Attorney, LWHSD)  
Erin Slaughter, VMT Board Member, (Human Resources, CWU)  
Jessica Solberg Black, VMT Executive Director  
Kelle Vandenberg, VMT Board Member (Owner, One Crow Consulting)

### **VMT Board of Directors**

Mia Spencer, President  
Jim Denison, Vice President  
Kathleen Beech, Secretary  
Patrick Nolan, Treasurer  
Easton Benson  
CharRé Burnum  
Mike McCloskey  
Hal Ott  
Erin Slaughter  
Joey Thornton  
Kelle Vandenberg  
Adrienne Zimny



## RESOURCES INFORMING OUR PLAN

### Virus Risk Thresholds

Source: WA Dept of Health Recommendations for Events and Public Gatherings

### Event/Theatre Specific Resources

1. [Guide to Reopening Theatrical Venues](#), PERFORMING ARTS CENTER CONSORTIUM ADVISORY COMMITTEE ON REOPENING, 2nd Draft Edition, Principal Authors: C.J. Marshall and Dionne Christian
2. [The Event Safety Alliance Reopening Guide](#): For Event Professionals During the COVID-19 Pandemic (5/11/2020)
3. [4-Gorton-Center - Emergency Preparedness Manual](#) (PDF)
4. [Video: COVID-19 Recovery Webinar for Community Theatres](#). Presented by AACT & Hytoppy Reverse Disaster, Recorded 03/31/2020  
<https://www.cdc.gov/coronavirus/2019-ncov/community/large-events/mass-gatherings-ready-for-covid-19.html>

In the next several pages we will layout each area of production, from auditions and rehearsals, to performance, and break each area down into our policies and procedures based on risk threshold. This will be updated as we continue to evaluate the novel COVID-19 crisis with extreme seriousness and diligence.

## SECTION 2: SCOPE AND USE OF THIS DOCUMENT

This document has been developed heavily based on the PERFORMING ARTS CENTER CONSORTIUM ADVISORY COMMITTEE ON REOPENING. In addition, with careful consideration of state, governmental, and county public health guidelines to provide information and recommendations for VMT in our reopening processes. Our risk/mitigation analysis focuses on the reopening process from an operations perspective and is intended to be one component of an overall performing arts center reopening strategy.

In designing the risk mitigation measures outlined below, we have analyzed the exposure points and risk levels for two main categories: 1) Front of the House 2) Back of the House, which includes staff, cast, volunteers. By assessing the risks for both of these categories, we believe that we have developed useful recommendations.

Valley Musical Theatre will take all measures possible to ensure the health and safety of our volunteers, patrons, and actors. However, we also make no representation regarding the effectiveness of any risk mitigation measure in preventing or reducing the risk of contracting or spreading COVID-19. Valley Musical Theatre is not responsible nor liable for any individual that develops COVID-19.



### **SECTION 3: GUIDING PRINCIPLES AND PRACTICES**

- Mitigation measures must be consistent with public health guidelines and timing recommendations.
- Mitigation measures must be effective, manageable, consistent, and tenable.
- Communication to staff, patrons, and actors must be transparent, empathetic and meaningful.
- Training and support programs will be in place to empower production staff/volunteers with a level of confidence to return to rehearsals and production schedules.
- Expectations regarding volunteers, patrons, and actor's responsibility for adhering to VMT guidelines must be effectively communicated.
- VMT is prepared to assess and adjust their operations based on changing circumstances.
- VMT will support continued remote work whenever possible and limit onsite work to essential roles and responsibilities.
- Venues must remain ADA compliant when implementing mitigation measures.
- Vulnerable and at-risk staff and guests should be encouraged to stay home.

### **SECTION 4: COMMUNICATION STRATEGIES**

Advance and onsite communications of the health and safety measures being adopted by VMT is critical to making people feel confident enough return to our productions. It is especially important to be transparent about these health and safety measures and to clearly communicate expectations regarding staff, patrons, and actor behavior upon their return to our theatres.

Communications to patrons and the company should emphasize the importance of good hygiene and should clearly outline the new mitigation protocols they will encounter when attending the venue. In addition to describing measures that are being implemented in accordance with public health guidelines, it is also critical to convey that VMT simply cannot guarantee that all exposure to the virus will be eliminated. Disclaimer language to that effect should be included in all communications and other materials received by volunteers, patrons, and actors.

VMT will engage their volunteers, patrons, and actors by emphasizing the importance of their role in minimizing the risk of exposure and spread of COVID-19. Volunteers and patrons should understand our expectation that they assess their health and make responsible decisions before entering the facility. Valley Musical Theatre will offer options regarding ticket(s) exchange or refund if they are unable to attend, and these options should be communicated to guests in advance to encourage them to act responsibly.

Ultimately, the goal of our organizations should be to provide a level of transparency and openness that allows patrons and volunteers to make informed choices about returning to our productions while not promising anything that is beyond our control.

### **SECTION 5: REOPENING PHASING**

The following pandemic phasing model is taken directly from Washington State's reopening roadmap developed by Governor Inslee. The phases help determine the timing of and requirements for reopening certain components of our business. Some components (e.g., large theatre seating) may not be at the same phase as other components (e.g., small group rehearsals). We assume almost all mitigation measures we adopt will occur in Phases 3 and 4. It may be possible for small cast productions of less than 10 to hold limited rehearsals during Phase 2, utilizing appropriate social distancing measures and gathering restrictions; but are not encouraged unless a show has already started production when Phase 2 is implemented. Performances would either need to be streamed virtually or avoided entirely in Phase 2.

<h1>PHASE 1</h1>	<p><b>High Risk Populations:</b> Continue to stay at home  <b>Outdoor Recreation:</b> Hunting, fishing, golf, boating, hiking  <b>Gatherings:</b> None  <b>Drive-In Spiritual Service:</b> (one household per vehicle)  <b>Travel:</b> Essential Travel/Limited Non-essential travel  <b>Open Businesses:</b> Essential businesses only, existing construction may resume, landscaping, auto/rv/boats sales, retail (curbside pick-up only), car washes, pet walkers.</p>
<h1>PHASE 2</h1>	<p><b>High Risk Populations:</b> Continue to stay at home  <b>Outdoor Recreation:</b> Activities involving fewer than 5 people outside your household (camping, beaches, etc.)  <b>Gatherings:</b> With no more than 5 people outside your household per week  <b>Travel:</b> Essential Travel/Limited Non-Essential travel  <b>Open Businesses:</b> Manufacturing, additional construction phases, in-home domestic services (nannies, house cleaning etc.), retail (in-store with restrictions), real estate, professional services/office-based (strongly encouraged to telework), hair and nail saloons/barbers, pet grooming, restaurants at less than 50% capacity, party size max of 5</p>
<h1>PHASE 3</h1>	<p><b>High Risk Populations:</b> Continue to stay at home  <b>Outdoor Recreation:</b> Group sports (5-50 people), recreational facilities at less than 50% capacity (gyms, pools, etc.), spectating professional sports (horseracing, baseball, etc.)  <b>Gatherings:</b> With no more than 50 people  <b>Travel:</b> Resume nonessential travel  <b>Open Businesses:</b> Restaurants/taverns at less than 75% capacity, party max of 10, bars areas inside restaurant/taverns at less than 25% capacity, movie theatres at less than 50% capacity, customer-facing government services (telework strongly encouraged), libraries, museums, all businesses except nightclubs or events larger than 50 people.</p>
<h1>PHASE 4</h1>	<p><b>High Risk Populations:</b> Continue to stay at home  <b>Outdoor Recreation:</b> Open  <b>Gatherings:</b> Gatherings with more than 50 people  <b>Travel:</b> Open  <b>Open Businesses:</b> Night clubs, concert venues, large sporting events, unrestricted staffing of worksites with social distancing and good hygiene</p>

## Virus Risk Thresholds

The WA Dept of Health Recommendations for Events and Public Gatherings resource details steps event organizers can take based upon the level of community virus risk (or threshold). Depending upon the threshold different strategies for events are recommended, and we factored these recommendations in to VMT's plans for each phase.

**Low Virus Risk** -Threshold 1: Unmitigated or uncontained community transmission is occurring elsewhere but there may not be evidence of significant community transmission in WA yet. In such a circumstance, authorities should consider initiating minimally restrictive, or burdensome, but effective mitigation measures.

**Moderate Virus Risk** - Threshold 2: There is evidence that unmitigated or uncontained community transmission of the disease is occurring in 2 large jurisdictions within the state.

**High Virus Risk** - Threshold 3: Widespread community transmission of disease within Washington State.



## APPLICATION:

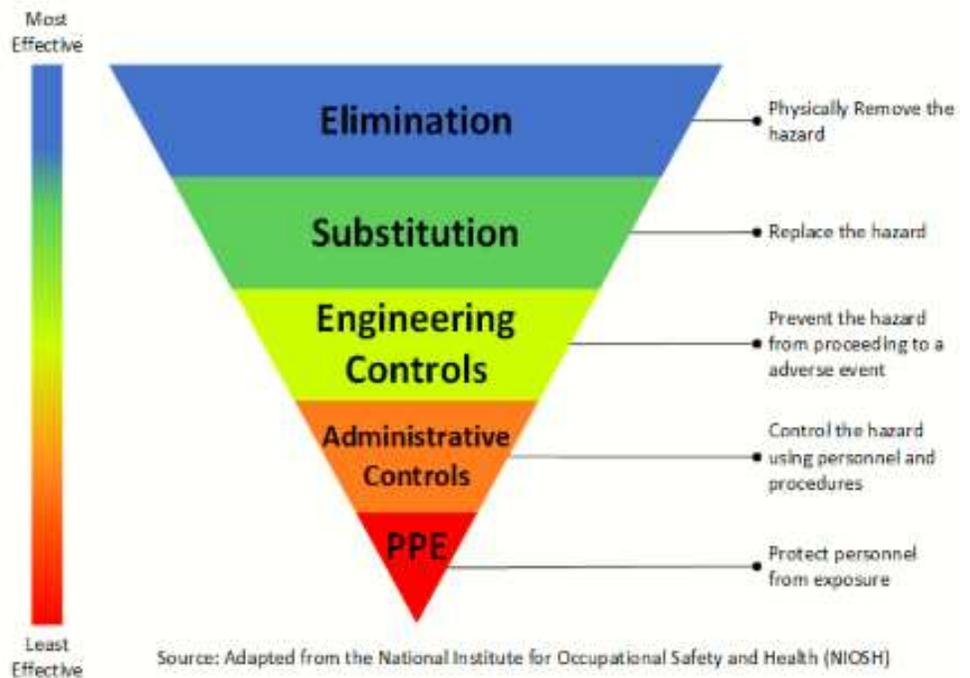
If Kittitas County is in Phase 1, where there is a High Virus Risk, all in-person meetings, rehearsals and performances will be cancelled. Virtual meetings/rehearsals/events may be allowed. If we are in Phase 2, and virus risk is moderate, we are still operating virtually. As the Virus Risk threshold lowers to Level 1, small group meetings for rehearsal or production might be allowed, if it meets with current Kittitas County Health Department guidelines. No live performances will be allowed in Phase 2, but virtual options may be explored. VMT employs one part-time Executive Director who works remotely already, and a volunteer board of directors. Any meetings in Phase 1 or 2 will be held electronically.

The rest of this document will deal mainly with how VMT expects to mitigate exposure risk to patrons, production staff and volunteers, when Kittitas County is in Phase 3 or Phase 4 and the virus risk is low (Threshold 1 above). From here on, when risk is discussed, it refers to the exposure risk to these groups of people.

## SECTION 6: MITIGATION PRINCIPLES - EFFECTIVE USE OF MITIGATING CONTROL STRATEGIES

Controlling exposures to occupational hazards is a fundamental way to protect personnel. Conventionally, a hierarchy has been used to achieve feasible and effective controls. Multiple control strategies can be implemented concurrently and or sequentially. This hierarchy can be represented as follows:

- Elimination
- Substitution
- Engineering controls
- Administrative controls
- Personal protective equipment (PPE)



## WORKER EXPOSURE RISK CATEGORY

In the COVID-19 context, OSHA has classified jobs into four risk exposure categories. Performing arts workers and volunteers would fall into the medium exposure risk category as defined below (the high exposure risk category is reserved for jobs such as healthcare delivery and support staff that involve potential exposure to known or suspected sources of COVID-19):

*“Medium exposure risk jobs include those that require frequent and/or close contact with (i.e., within 6 feet of) people who may be infected with SARS-CoV-2, but who are not known or suspected COVID-19 patients. In areas without ongoing community transmission, workers in this risk group may have frequent contact with travelers who may return from international locations with widespread COVID-19 transmission. In areas where there is ongoing community transmission, workers in this category may have contact with the general public (e.g., schools, high population-density work environments, some high-volume retail settings).”*

## MEDIUM RISK WORKER/VOLUNTEER PPE REFERENCE STANDARDS

Under OSHA guidelines, mitigation measures for workers in medium risk category jobs as defined above will vary based on work task. Accordingly, PPE equipment for workers in the medium risk category will vary by work task, and the types of exposures workers and volunteers have on the job or production. PPE equipment may include some combination of face masks, gloves and gowns. Respirators (N95 or KN95) should not be required except in rare situations or for other non-coronavirus activities that would otherwise require them.

## RISK EXPOSURE LEVELS FOR PERFORMING ARTS CENTER TASKS AND ACTIVITIES

Within the medium risk category established by OSHA, we recognize that in the performing arts center context, certain tasks and activities pose a greater risk of exposure to COVID-19 than others (e.g., actors/singers/backstage crew versus processing ticket transactions behind a partition). In order to classify these relative risk levels, we have developed the following categories based on the effectiveness of primary mitigation measures for certain tasks and activities:

### EXPOSURE RISK LEVEL 1

- Social distancing measures can be maintained or controlled
- Physical exchange of contaminated material is minimal and can be limited or controlled through safe handling

### EXPOSURE RISK LEVEL 2

- Social distancing measures can be suggested, but potentially not controlled
- Physical exchange of potentially contaminated material can be limited or controlled through safe handling.
- Person to person contact can be largely avoided

### EXPOSURE RISK LEVEL 3

- Social distancing measures CANNOT be adhered to
- OR
- Physical exchange of potentially contaminated material CANNOT be limited or controlled through safe handling practices
- OR
- Mitigation controls are untenable



## SECTION 7: RISK ASSESSMENTS

This section presents generic Risk Assessments for dealing with the current COVID-19 situation for Valley Musical Theatre. This risk assessment is focused exclusively on mitigating the spread of COVID-19 in four experience categories: Patrons, Production Staff, and Volunteers.

### RISK ASSESSMENT: FRONT OF THE HOUSE: Patrons/Guests

#### FOH PATRON/WORKER EXPERIENCE: [TICKET SERVICE/BOX OFFICE](#)

EXPOSURE LEVEL	PHASE	POTENTIAL MITIGATING CONTROLS	IMPACT
Exposure Risk Level 1	WA State Phase III	<ul style="list-style-type: none"> <li>• Provide ticket agents appropriate PPE</li> <li>• Protective barriers installed in open ticket windows</li> <li>• Contactless ticket options – Concerted effort to increase E-ticket use. Tickets can be shown from phones or printed forms and all tickets will be scanned. This also provides VMT additional contact information if shows are cancelled, or there has been exposure risk at a performance.</li> <li>• Encourage cash-free payments – cards preferred. If workers handle credit cards, they should wear gloves and disinfect cards pre/post each transaction.</li> <li>• Encourage routine hand washing by workers</li> <li>• Install social distancing controls for queuing, including floor markings if appropriate to venue. Open house earlier to meter ticket check-in and seating process.</li> <li>• Disinfectant wipes/sanitizer available to guests at touch points in lobby.</li> <li>• Consider establishing will-call pickup time slots to control peak traffic</li> <li>• Clean and disinfect ticket office/table daily</li> <li>• Establish worker health tracking system</li> <li>• Establish protocols/parameters for refusing entry based on observed symptoms.</li> <li>• Ushers, and all front of house volunteers will have temperatures taken as soon as they arrive, anyone with a 100-degree fever will be sent home immediately. Individuals must go three days without a 100-degree fever (without the use of fever reducing medication) before returning to volunteer.</li> <li>• Ushers and volunteers will be in masks when in the lobby or the Mainstage area. This includes Production Staff members who are walking through.</li> <li>• Patrons will NOT be subjected to mandatory temperature testing but will be asked to answer a self-monitoring health check list posted in the lobby.</li> <li>• All patrons will be required to wear mask while in the theater/performance unless they have a medical reason that prevents them.</li> <li>• Publicize in materials and on tickets that encourage patrons that if they feel unwell they should NOT attend and reach out to the VMT for options about refund, exchange, or donation.</li> </ul>	<ul style="list-style-type: none"> <li>• PPE expense for workers/volunteers</li> <li>• Additional staffing costs</li> <li>• Infrastructure expense (disinfecting supplies, sneeze guards, queuing modifications, disposable masks for patrons)</li> </ul>
Exposure Risk Level 1	WA State Phase IV	SAME AS ABOVE	SAME AS ABOVE



**FOH PATRON/WORKER EXPERIENCE: USHERS & THEATER ENTRY**

EXPOSURE LEVEL	PHASE	POTENTIAL MITIGATING CONTROLS	IMPACT
<p><b>Exposure Risk Level 3</b></p>	<p><b>WA State Phase III</b></p>	<ul style="list-style-type: none"> <li>• Reduce usher head count to required minimum</li> <li>• Consider risk demographic among usher group</li> <li>• Add higher visibility aisle and seat signage for self-service</li> <li>• Provide ticket takers/ushers appropriate PPE. No Ushers or Volunteers will touch a ticket that audience members have in their possession. Tickets can be shown from phones or printed forms or scanned.</li> <li>• Relocate ticket taking locations away from doorway to increase distancing. A worker will be stationed in the outer lobby to hold the outdoor open for audience members to enter without touching a door handle.</li> <li>• Programs will be provided on a table for pickup by patron. Any handling by workers must be with gloves. There will be no recycling of programs. Consider making programs available digitally.</li> <li>• Patrons should be instructed to wear face masks inside at all times. Provide disposable mask option for patrons that do not bring their own.</li> <li>• Install social distancing controls for queuing. Open doors to the theater earlier to encourage people to find their seats.</li> <li>• Encourage routine hand washing by workers.</li> <li>• Provide PPE safe disposal receptacles</li> <li>• No gifts will be allowed in the theatre from audience members (flowers or candy), they must be kept in cars during the performance.</li> <li>• Disinfectant wipes/sanitizer available to guests at touch points in the lobby</li> </ul>	<ul style="list-style-type: none"> <li>• PPE expense</li> <li>• Slower guest throughput</li> <li>• Additional staffing costs/ staffing shortage in volunteer operations (demographic at high risk)</li> <li>• Infrastructure expense</li> <li>• Routine staff testing expense</li> <li>• Signage describing new procedure</li> </ul>
<p><b>Exposure Risk Level 3</b></p>	<p><b>WA State Phase IV</b></p>	<ul style="list-style-type: none"> <li>• Disinfectant wipes/sanitizer available to guests at touch points</li> <li>• Reduce usher head count to required minimum</li> <li>• Consider risk demographic among usher group</li> <li>• Add higher visibility aisle and seat signage for self-service</li> <li>• Establish worker health tracking system</li> <li>• Encourage routine hand washing by workers</li> <li>• Establish worker health tracking system</li> </ul>	<p>SAME AS ABOVE</p>

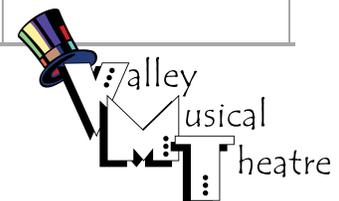


**FOH PATRON/WORKER EXPERIENCE: CONCESSIONS**

EXPOSURE LEVEL	PHASE	POTENTIAL MITIGATING CONTROLS	IMPACT
Exposure Risk Level 2	WA State Phase III	<ul style="list-style-type: none"> <li>While patrons are required to wear face coverings, consider eliminating food service altogether.</li> <li>Pre-packaged container products only – guest self-service</li> <li>Sell items by donation only, so there is no “exchange” of monies and one person with gloves to collect money at end of intermission/performance.</li> </ul>	<ul style="list-style-type: none"> <li>Slower guest throughput</li> <li>Extended intermission time requirements.</li> <li>Reduced capacity</li> <li>Reduced revenue</li> <li>PPE Expense</li> <li>Additional volunteers required</li> <li>Supply chain concerns</li> <li>Space limitations may negate social distancing guidelines</li> </ul>
Exposure Risk Level 2	WA State Phase IV	<ul style="list-style-type: none"> <li>Provide food service workers appropriate PPE</li> <li>Sell only prepackaged, individually wrapped food items.</li> <li>Redesign cashier layout to provide greater distancing.</li> <li>Have food pick up separate from where to pay. Use plexiglass or protective barrier.</li> <li>No contact delivery</li> <li>Encourage cash-free payments – cards preferred</li> <li>Install reach-in style coolers and heaters with no door opening required</li> <li>Disinfectant wipes/sanitizer available to guests at touch points</li> <li>Encourage routine hand washing by workers</li> <li>Implement daily cleaning/disinfecting log at each location</li> </ul>	SAME AS ABOVE

**FOH PATRON/WORKER EXPERIENCE: DESSERT BUFFETS (FUNDRAISING EVENTS)**

EXPOSURE LEVEL	PHASE	POTENTIAL MITIGATING CONTROLS	IMPACT
Exposure Risk Level 3	WA State Phase III	<ul style="list-style-type: none"> <li>Suspend Buffet food service – consider converting to table service in accordance with state and local mandates/guidelines</li> </ul>	<ul style="list-style-type: none"> <li>Reduced capacity</li> <li>Reduced revenue</li> </ul>
Exposure Risk Level 3	WA State Phase IV	<ul style="list-style-type: none"> <li>Provide food service workers appropriate PPE</li> <li>Redesign layout to provide greater distancing. Have food pick up separate from where to pay. Use plexiglass or protective barrier.</li> <li>Reconfigure seating areas</li> <li>Switch to all disposal tableware and pre-wrapped cutlery</li> <li>Encourage cash-free payments – cards preferred</li> <li>Switch to individually packaged items for self-service</li> <li>Eliminate linen where possible</li> <li>Disinfectant wipes/sanitizer available to guests at touch points</li> <li>Provide auction attendees their own pen for making bids, or going to a live raise the paddle auctions.</li> </ul>	<ul style="list-style-type: none"> <li>PPE Expense</li> <li>Additional volunteers required</li> <li>Supply chain concerns</li> <li>Space limitations may negate social distancing guidelines</li> <li>Disposable product costs</li> </ul>



**FOH PATRON/WORKER EXPERIENCE: LOBBY & COMMON SPACES**

EXPOSURE LEVEL	PHASE	POTENTIAL MITIGATING CONTROLS	IMPACT
Exposure Risk Level 3	WA State Phase III	<ul style="list-style-type: none"> <li>• Add signage to reinforce expected guest behavior (social distancing, masks)</li> <li>• Disinfectant wipes/sanitizer available to guests at entry and touch points</li> <li>• Pulse entry groups to avoid overcrowding at bottleneck areas</li> <li>• Create guest movement controls to maintain guest separation and prevent the need to share common spaces while waiting</li> <li>• Assign specific guest entry doors to control crowd movement and reduce congregating (Venue dependent)</li> <li>• Eliminate water fountains or bubblers (Venue dependent)</li> <li>• Open lobby at same time as house to allow guests to move directly to seats or load theatre by row/entry door</li> <li>• Eliminate items that encourage gathering such as photo ops (digital alternative?)</li> <li>• Consult with venues on ways to increase airflow during the event (HVAC, open doors, windows, etc.)</li> </ul>	<ul style="list-style-type: none"> <li>• Reduced capacity</li> <li>• PPE expense</li> <li>• Additional staffing costs</li> <li>• Infrastructure expense</li> <li>• Space limitations may negate social distancing guidelines</li> <li>• Routine staff testing expense</li> </ul>
	WA State Phase IV	<ul style="list-style-type: none"> <li>• Disinfectant wipes/sanitizer available to guests at entry and touch points</li> <li>• Open lobby at same time as house to allow guests to move directly to seats or load theatre by row/entry door</li> <li>• Eliminate water fountains or bubblers (Venue dependent)</li> <li>• Eliminate items that encourage gathering such as photo ops (digital alternative?)</li> <li>• Create guest movement controls to maintain guest separation and prevent the need to share common spaces while waiting</li> </ul>	SAME AS ABOVE



**FOH PATRON/WORKER EXPERIENCE: [RESTROOMS](#)**

EXPOSURE LEVEL	PHASE	POTENTIAL MITIGATING CONTROLS	IMPACT
Exposure Risk Level 3	WA State Phase III	<ul style="list-style-type: none"> <li>• Facility provided custodial staff should have appropriate PPE</li> <li>• Designate assigned volunteer to each restroom</li> <li>• Establish restroom occupancy limits and entry controls</li> <li>• Disinfectant wipes/sanitizer available to guests at touch points</li> <li>• Venue dependent: Temporarily close adjacent stalls and sinks to enforce social distancing. Clean/disinfect touch points constantly during high usage</li> <li>• Disinfect restrooms between rush periods (top of show, post intermission)</li> </ul>	<ul style="list-style-type: none"> <li>• Slower guest throughput -- extended intermission time requirements</li> <li>• PPE expense</li> <li>• Additional staffing costs</li> <li>• Infrastructure expense/supplies</li> </ul>
Exposure Risk Level 3	WA State Phase IV	<ul style="list-style-type: none"> <li>• Facility provided custodial staff should have appropriate PPE</li> <li>• Designate assigned volunteer to each restroom</li> <li>• Disinfectant wipes/sanitizer available to guests at touch points Eliminate air hand dryers in bathroom</li> <li>• Clean/disinfect touch points constantly during high usage</li> <li>• Disinfect restrooms between rush periods (top of show, post intermission)</li> </ul>	SAME AS ABOVE

**FOH PATRON/WORKER EXPERIENCE: [INGRESS SEATING](#)**

**SEATING SPACING: Overview**

- Offer "At-Risk" social distancing performances; certain shows only, (Thursday night or Sunday matinee) are designated for at risk audiences and only 30-50% of the house is sold to allow for social distancing.
- Limit seating capacity. We sell general admission tickets versus assigned seating. Therefore:

**PHASE IV (Low virus risk)**

- Sell up to 50-70% of the full house. May be determined by health guidelines.
- Unless people come as a group that know each other, ask patrons to keep an empty seat between them and non-related persons. Advertise this in ticket policies and at check-in and at entrance doors.
- No seating in the first two rows to give space between musicians/performers and audience. (Morgan PAC: tape off, EHS LT: remove row, Church: tape off)
- Mask wearing encouraged but not required.

**PHASE III (Medium virus risk)**

- Sell up to 30-50% of the full house. May be determined by current health guidelines.
- Seat every other row (block off with tape/rope) to give more distance between patrons. Or tape off every other seat and alternate in rows.
- Unless people come as a group that know each other, ask patrons to keep an empty seat between them and non-related persons. Advertise this in ticket policies and at check-in and at entrance doors.
- No seating in the first two rows to give space between musicians/performers and audience.
- Mask wearing required by everyone except performers.

**PHASE II (High virus risk)**

- Cancel live even--record or move to a live streaming option.



EXPOSURE LEVEL	PHASE	POTENTIAL MITIGATING CONTROLS	IMPACT
Exposure Risk Level 3	WA State Phase III	<ul style="list-style-type: none"> <li>• Provide usher staff appropriate PPE</li> <li>• Load auditorium by section or implement pulse seating to reduce overcrowding at doors and aisles</li> <li>• Reduce seating capacity to conform to local social distancing guidelines;</li> <li>• All Audiences will be seated in General Admission to allow self-social distancing to occur.</li> <li>• For example: There will be at least one empty seat between parties on each side; or one at the end of a party if the party is seated next to a wall or aisle.</li> <li>• Request that patrons limit their movement to designated seating area only</li> <li>• Eliminate usher contact with guests; self-service seating</li> <li>• Increase floor marking and aisle signage to allow guests to find their seats more easily</li> <li>• Contact-free playbill/program distribution – use tables</li> <li>• Provide disinfecting wipes to guests to sanitize their seating area</li> </ul>	<ul style="list-style-type: none"> <li>• Reduced capacity</li> <li>• PPE expense</li> <li>• Additional staffing costs</li> <li>• Infrastructure expense</li> <li>• Space limitations may negate social distancing guidelines</li> <li>• Routine staff testing expense</li> </ul>
Exposure Risk Level 3	WA State Phase IV	<ul style="list-style-type: none"> <li>• Limit guest movement to designated seating area only</li> <li>• Eliminate usher contact with guests; self-service seating</li> <li>• Increase floor marking and aisle signage to allow guests to find their seats more easily</li> <li>• Contact free playbill/program distribution – use tables</li> <li>• Provide disinfecting wipes to guests to sanitize their seating area</li> </ul>	SAME AS ABOVE

**FOH PATRON/WORKER EXPERIENCE: EGRESS AT INTERMISSION/END OF PERFORMANCE**

EXPOSURE LEVEL	PHASE	POTENTIAL MITIGATING CONTROLS	IMPACT
Exposure Risk Level 3	WA State Phase III	<ul style="list-style-type: none"> <li>• Provide usher staff appropriate PPE</li> <li>• Audiences will be greeted with an in person curtain speech to explain that after the show is over the audience will be dismissed one row at a time to help with traffic flow. Pulse dismissal from seats to reduce crowding at bottleneck points</li> <li>• Establish direct exit routes for guests – do not allow guests to congregate in lobby post show</li> <li>• Eliminate post show backstage access</li> <li>• Eliminate stage door waiting for guests</li> <li>• Discontinue reuse practice for playbills/programs</li> <li>• Disinfect theatre between performances (spray application)</li> <li>• Provide safe disposal receptacles for contaminated materials (face coverings, PPE, etc..)</li> </ul>	<ul style="list-style-type: none"> <li>• Slower egress/longer intermission will be required</li> <li>• PPE expense</li> <li>• Additional staffing costs and/or volunteers needed</li> <li>• Space limitations may negate social distancing guidelines</li> </ul>
Exposure Risk Level 3	WA State Phase IV	<ul style="list-style-type: none"> <li>• Establish direct exit routes for guests -- do not allow guests to congregate in lobby post show</li> <li>• Eliminate post show backstage access</li> <li>• Eliminate stage door waiting for guests</li> <li>• Discontinue reuse practice for playbills/programs</li> <li>• Disinfect theatre between performances (spray application) Provide safe disposal receptacles for contaminated materials (face coverings, PPE, etc..)</li> </ul>	SAME AS ABOVE



**RISK ASSESSMENT: BACK OF THE HOUSE (BOH): [Cast/Staff/Volunteers](#)**

**Auditions/Rehearsal Procedures**

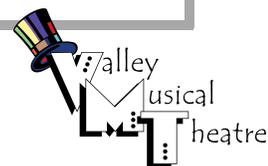
Stage plays and musical theatre by its nature requires that actors use deep and forceful breathing to project their voice, and as such, staging that keeps all actors a minimum of six feet apart at all times is not always feasible. Whenever possible, VMT will encourage directors to rehearse in small groups/teams of people that routinely work together - but keep their distance from everyone else. Mask wearing/gloves will be required when social distancing is not possible (scene blocking); music/vocal rehearsals performers should also be spread out.

Each production will have an assigned Health Coordinator or Infection Mitigation Coordinator with appropriate medical and risk management knowledge. This person(s) will coordinate with communicate and help implement public health guidelines, coordinate between producers, directors, and venues to implement plans. They may be asked to lead an all cast/crew meeting to review current health and cleaning procedures. They can determine, in conjunction with the venue organizer or producer if a volunteer or patron may safely enter the event space.

Audition paperwork and pre-procedures have been moved to an online format.

**BOH WORKER EXPERIENCE: [ACTORS/MUSICIANS/PERFORMERS](#)**

EXPOSURE LEVEL	PHASE	POTENTIAL MITIGATING CONTROLS	IMPACT
<b>Exposure Risk Level 3</b>	<b>WA State Phase II</b>	<ul style="list-style-type: none"> <li>Auditions will be held virtually with call backs and dance auditions happening in groups of no more than 10.</li> <li>All major roles will be understudied until further notice.</li> <li>Any in person rehearsals held in this phase must meet current health guidelines, but typically no more than 5.</li> <li>Use virtual means to rehearse if feasible.</li> <li>No live performances. Recorded or live streamed performances possible, with only actors/crew present.</li> <li>No Opening Night snacks – or must be in prepackaged snacks.</li> <li>No cast parties.</li> <li>No backstage/green room guests, prior or after show. No lobby lines post-production</li> </ul>	<ul style="list-style-type: none"> <li>New role for health coordinator for each production</li> <li>Rehearsal times may extend</li> <li>Additional royalty costs for video/streaming rights to plays/musicals.</li> <li>Supplies: Have wipes, disinfectant spray, gloves, masks, thermometer/alcohol wipes and hand sanitizer at each rehearsal and performance for cast and crew</li> <li>Have wipes and hand sanitizer in all booths and backstage (Masks/gloves if they are needed)</li> <li>Have wipes for orchestra for chairs/stands/lights</li> </ul>
<b>Exposure Risk Level 3</b>	<b>WA State Phase III</b>	<ul style="list-style-type: none"> <li>Consider virtual auditions, or timed/metered auditions where people wait in their cars until it is their turn. Call backs and dance auditions happening in groups of 10.</li> <li>All major roles will be understudied until further notice.</li> <li>Productions will rehearse in groups of 25 or less until otherwise indicated by the current health advisory guidelines</li> <li>Live performances allowed at 25-50% capacity depending upon venue. Individual productions may consider offering a designated performance at the lowest end of capacity specifically for people in high health risk categories. (See Morgan PAC and EHS Seating Options)</li> <li>No Opening Night snacks for cast or must be prepackaged snacks.</li> <li>No backstage/green room guests, prior or after show. No lobby lines post-production</li> </ul>	SAME AS ABOVE



EXPOSURE LEVEL		PHASE	POTENTIAL MITIGATING CONTROLS	IMPACT
Exposure Risk Level 3		WA State Phase IV	<ul style="list-style-type: none"> <li>• All major roles will be understudied until further notice.</li> <li>• Productions will rehearse in groups of 25 or less until otherwise indicated by the current health advisory guidelines</li> <li>• Live performances allowed at 30-75% capacity depending upon venue and current health restrictions. Individual productions may consider offering a designated performance at the lowest end of capacity specifically for people in high health risk categories. (See Morgan PAC and EHS Seating Options)</li> <li>• No Opening Night snacks – or must be in prepackaged snacks.</li> <li>• No backstage/green room guests, prior or after show. No lobby lines post-production</li> </ul>	SAME AS ABOVE
Exposure Risk Level 3		WA State Phases II, III, & IV	<ul style="list-style-type: none"> <li>• <b>All participants and production staff members must wear a mask while attending a rehearsal.</b></li> <li>• Vocal rehearsals must be held either in a large rehearsal room or the Mainstage so that participants can social distance themselves and remove masks.</li> <li>• All participants will have their temperature taken at arrival to the theatre, anyone with over 100-degree fever will be sent home immediately.</li> <li>• The individual must go three days without a 100-degree fever (without the use of fever reducing medication) before returning to rehearsal.</li> <li>• Production staff will sanitize all door handles to get into rehearsal space prior to rehearsal and after rehearsal; doors will be propped open during rehearsal when possible to minimize contact with handles.</li> <li>• No sharing of pencils during rehearsal.</li> <li>• No sharing of water bottles or snacks.</li> <li>• Designate space for cast/crew belongings that are spaced apart at each location (rehearsal and performance)</li> <li>• Schedule frequent breaks during rehearsals for hand washing/sanitizing, wiping down set/props</li> </ul>	SAME AS ABOVE



**BOH WORKER EXPERIENCE: BREAKROOMS/GREEN ROOM/COMMON AREAS**

EXPOSURE LEVEL		PHASE	POTENTIAL MITIGATING CONTROLS	IMPACT
Exposure Risk Level 2		WA State Phase III	<ul style="list-style-type: none"> <li>• Provide all stagehands appropriate PPE -- be prepared to replace PPE multiple times during the course of one shift</li> <li>• Stagehands and non-performing volunteers must wear appropriate PPE (masks/gloves etc.)</li> <li>• Routinely disinfect touch points</li> <li>• Disinfect restrooms before and after breaks</li> <li>• Provide hand sanitizer station in break room/green room</li> <li>• Encourage regular hand washing routines with workers/volunteers</li> <li>• Limit number of occupants to promote social distancing</li> <li>• Eliminate "buffet style" catering; use individually packaged beverages/ snacks</li> <li>• Reduce staff levels to enforce social distancing</li> <li>• Develop worker health tracking system and encourage staff/volunteers to report any symptoms</li> <li>• Schedule time in pre-show set up and/or post show clean up to have all props/set wiped/sprayed down</li> <li>• Wipe/spray props used by multiple actors after each use</li> <li>• Stage Manager will create a rotation of 3 crew/actors assigned to spray down dressing room surfaces, doorknobs, backstage restrooms, every night of tech and during the run of the show.</li> <li>• Have crew wipe down all equipment they use before and after rehearsal/performance (spotlights, headsets etc.)</li> </ul>	<ul style="list-style-type: none"> <li>• PPE expense</li> <li>• Disinfecting expense</li> <li>• Additional staffing/volunteers</li> </ul>
Exposure Risk Level 2		WA State Phase IV	<ul style="list-style-type: none"> <li>• Encourage use of face coverings</li> <li>• Routinely disinfect touch points</li> <li>• Disinfect restrooms before and after breaks</li> <li>• Provide hand sanitizer station in break room/green room</li> <li>• Encourage regular hand washing routines with workers/volunteers</li> <li>• Eliminate "buffet style" catering; use individually packaged beverages/ snacks</li> <li>• Practice social distancing whenever possible</li> <li>• Develop worker health tracking system and encourage staff to report any symptoms</li> </ul>	SAME AS ABOVE



**BOH WORKER EXPERIENCE: DRESSING ROOMS**

EXPOSURE LEVEL	PHASE	POTENTIAL MITIGATING CONTROLS	IMPACT
Exposure Risk Level 3	WA State Phase III	<ul style="list-style-type: none"> <li>• Provide cast, volunteers, and staff with appropriate PPE as needed</li> <li>• Disinfectant wipes/sanitizer available at entry and bathrooms</li> <li>• Reduce or space out dressing stations to comply with social distancing. Assign stations to specific characters and can only be use by the actor playing that character on that day.</li> <li>• Limit occupancy of each room based on social distancing guidelines. No guests.</li> <li>• Install protective barriers between dressing stations</li> <li>• Spray and disinfect dressing stations/room/restrooms daily</li> <li>• Reduce staff levels to enforce social distancing</li> <li>• Provide safe disposal receptacles for used PPE</li> <li>• Performers may not be able to wear PPE in costume. May be encouraged to wear a "skin" – a protective layer in between your body and the costume itself.</li> </ul>	<ul style="list-style-type: none"> <li>• PPE expense</li> <li>• Disinfecting expense</li> <li>• Capacity limitations</li> <li>• Additional staffing</li> </ul>
Exposure Risk Level 3	WA State Phase IV	<ul style="list-style-type: none"> <li>• Limit occupancy of each room based on social distancing guidelines. No guests.</li> <li>• Disinfectant wipes/sanitizer available at entry</li> <li>• Provide safe disposal receptacles for used PPE</li> <li>• Performers may not be able to wear PPE in costume.</li> <li>• May be encouraged to wear a "skin" – a protective layer in between your body and the costume itself</li> <li>• Spray and disinfect room/restrooms daily</li> </ul>	SAME AS ABOVE

**BOH WORKER EXPERIENCE: BACKSTAGE RESTROOMS (dependent upon venue)**

EXPOSURE LEVEL	PHASE	POTENTIAL MITIGATING CONTROLS	IMPACT
Exposure Risk Level 3	WA State Phase II & III	<ul style="list-style-type: none"> <li>• Provide custodial staff appropriate PPE</li> <li>• Establish restroom occupancy limits and entry controls (1 in, 1 out)</li> <li>• Provide disinfectant wipes/sanitizer at entry</li> <li>• Temporarily close every other stall/sink to enforce social distancing</li> <li>• Clean/disinfect touch points constantly during high usage</li> <li>• Spray/disinfect restrooms daily</li> </ul>	<ul style="list-style-type: none"> <li>• PPE expense</li> <li>• Disinfecting expense</li> <li>• Additional staffing</li> </ul>
Exposure Risk Level 3	WA State Phase IV	<ul style="list-style-type: none"> <li>• Provide disinfectant wipes/sanitizer at entry</li> <li>• Clean/disinfect touch points constantly during high usage</li> </ul>	SAME AS ABOVE



**BOH WORKER EXPERIENCE: LOADING DOCK (Dependent Upon Venue)**

EXPOSURE LEVEL	PHASE	POTENTIAL MITIGATING CONTROLS	IMPACT
Exposure Risk Level 3	WA State Phase III	<ul style="list-style-type: none"> <li>• Provide workers appropriate PPE</li> <li>• PPE must be worn at all times</li> <li>• Drivers should remain in cab of truck or be provided PPE</li> <li>• Provide hand sanitizer stations</li> <li>• Encourage routine hand washing for workers</li> <li>• Stagger vehicle unloading to enforce social distancing</li> <li>• Enforce social distancing whenever possible</li> </ul>	<ul style="list-style-type: none"> <li>• PPE expense</li> <li>• Reduced capacity</li> <li>• Slower operation</li> </ul>
Exposure Risk Level 3	WA State Phase IV	<ul style="list-style-type: none"> <li>• Provide hand sanitizer stations</li> <li>• Encourage routine hand washing for workers</li> <li>• Stagger vehicle unloading to enforce social distancing</li> <li>• Enforce social distancing whenever possible</li> </ul>	SAME AS ABOVE

**BOH WORKER EXPERIENCE: FLY FLOOR/GRID (Dependent Upon Venue)**

EXPOSURE LEVEL	PHASE	POTENTIAL MITIGATING CONTROLS	IMPACT
Exposure Risk Level 3	WA State Phase III	<ul style="list-style-type: none"> <li>• Stagehands and non-performing staff/volunteers must wear appropriate PPE</li> <li>• Reduce overhead work where possible or stagger timing (rig all points in advance)</li> <li>• Provide hand sanitizer stations</li> <li>• Implement routine show crew asymptomatic testing where possible</li> <li>• Enforce social distancing whenever possible</li> <li>• Encourage routine hand washing for workers</li> <li>• Disinfect touchable surfaces and weight stacks daily</li> <li>• Disinfect ropes regularly</li> </ul>	<ul style="list-style-type: none"> <li>• PPE expense</li> <li>• Extended load-in time frame</li> <li>• Disinfectant expense</li> <li>• Additional staffing/volunteers</li> <li>• Shows compromised to follow guidelines</li> </ul>
Exposure Risk Level 3	WA State Phase IV	<ul style="list-style-type: none"> <li>• Stagehands and non-performing staff must wear appropriate PPE</li> <li>• Implement routine show crew asymptomatic testing where possible</li> <li>• Provide hand sanitizer stations and encourage routine hand washing</li> <li>• Disinfect touchable surfaces and weight stacks daily Disinfect ropes regularly</li> </ul>	SAME AS ABOVE



**BOH WORKER EXPERIENCE: ON STAGE (CAST/CREW)**

EXPOSURE LEVEL	PHASE	POTENTIAL MITIGATING CONTROLS	IMPACT
Exposure Risk Level 3	WA State Phase III	<ul style="list-style-type: none"> <li>• Stagehands and non-performing staff must wear appropriate PPE Enforce social distancing whenever possible</li> <li>• Reduce number of personnel allowed onstage or develop a strategy per show/event for staffing/volunteer levels and on-stage locations during load-in, run and strike</li> <li>• Disinfect all high-risk equipment after each use (radios, headsets, microphones, costumes, safety equipment, props)</li> <li>• Props touched only by assigned actor and prop master</li> <li>• Props wiped before and after each performance</li> <li>• If a prop is used by more than one actor, prop is wiped before</li> <li>• Routine hand washing breaks and addition of hand sanitizing stations offstage</li> <li>• Clean/disinfect touch points constantly during high usage</li> <li>• Spray/disinfect stage daily</li> </ul>	<ul style="list-style-type: none"> <li>• PPE expense</li> <li>• Extended load-in time frame</li> <li>• Disinfectant expense</li> <li>• Additional staffing</li> <li>• Shows compromised to follow guidelines</li> </ul>
Exposure Risk Level 3	WA State Phase IV	<ul style="list-style-type: none"> <li>• Disinfect all high-risk equipment after each use (radios, headsets, microphones, costumes, safety equipment, props) Props touched only by assigned actor and prop master</li> <li>• Props wiped before and after each performance</li> <li>• If a prop is used by more than one actor, prop is wiped before</li> <li>• Routine hand washing breaks and addition of hand sanitizing stations offstage</li> <li>• Spray/disinfect stage daily</li> </ul>	SAME AS ABOVE

**BOH WORKER EXPERIENCE: ORCHESTRA PIT (MUSICIANS)**

EXPOSURE LEVEL	PHASE	POTENTIAL MITIGATING CONTROLS	IMPACT
Exposure Risk Level 3	WA State Phase II	<ul style="list-style-type: none"> <li>• Stagehands and non-performing staff/volunteers must wear appropriate PPE</li> <li>• Enforce social distancing whenever possible</li> <li>• Reduce number of personnel allowed in orchestra pit to conform with social distancing measures</li> <li>• Disinfect all high-risk equipment after each use (radios, headsets, microphones, costumes, safety equipment)</li> <li>• Encourage routine hand washing by workers and guests</li> <li>• Provide hand sanitizer stations</li> <li>• Reduce capacity of pit and musician lounges/waiting rooms</li> </ul>	<ul style="list-style-type: none"> <li>• PPE expense</li> <li>• Extended load-in time frame</li> <li>• Disinfectant expense</li> <li>• Additional staffing/volunteers</li> <li>• Shows compromised to follow guidelines</li> </ul>
	WA State Phase III	<ul style="list-style-type: none"> <li>• Disinfect all high-risk equipment after each use (radios, headsets, microphones, costumes, safety equipment)</li> <li>• Encourage routine hand washing by workers and guests</li> <li>• Provide hand sanitizer stations</li> </ul>	SAME AS ABOVE



**BOH WORKER EXPERIENCE: CONTROL BOOTHS**

EXPOSURE LEVEL	PHASE	POTENTIAL MITIGATING CONTROLS	IMPACT
<p><b>Exposure Risk Level 3</b></p>	<p><b>WA State Phase II &amp; III</b></p>	<ul style="list-style-type: none"> <li>• Stagehands and non-performing staff must wear appropriate PPE Enforce social distancing whenever possible</li> <li>• No more than 3 people in the Tech Booth at any given time (Light Operator/Sound Operator/Stage Manager). Only authorized personnel may touch equipment.</li> <li>• Masks and gloves to be worn when in booths at all times</li> <li>• Install sneeze partitions where possible (Venue dependent)</li> <li>• In booths, all surfaces to wiped multiple times during event.</li> <li>• Disinfect all high-risk equipment after each use (radios, headsets, microphones, costumes, safety equipment)</li> <li>• Microphone dressers to wear masks and gloves at all times (All Levels); gloves to be changed between each actor</li> </ul>	<ul style="list-style-type: none"> <li>• PPE expense</li> <li>• Extended load-in time frame</li> <li>• Disinfectant expense</li> <li>• Additional staffing</li> <li>• Shows compromised to follow guidelines</li> </ul>
<p><b>Exposure Risk Level 3</b></p>	<p><b>WA State Phase IV</b></p>	<ul style="list-style-type: none"> <li>• No more than 3 people in the Tech Booth at any given time (Light Operator/Sound Operator/Stage Manager). Only authorized personnel may touch equipment.</li> <li>• Soundboard and light board disinfected at beginning and the end of each night</li> <li>• Install sneeze partitions where possible (venue dependent)</li> <li>• Masks required, Techs to use hand sanitizer each time upon entering booth.</li> <li>• Microphone dressers to wear masks and gloves at all times</li> <li>• Disinfect touchable surfaces daily:               <ul style="list-style-type: none"> <li>--Computer mice, keyboards and monitors should be cleaned daily</li> <li>--iPads will be sanitized after each use.</li> <li>--Disinfect light switches and doorknobs when leaving</li> <li>--Mic packs and mics wiped down before being returned to bags</li> </ul> </li> <li>• Encourage routine hand washing by workers</li> </ul>	<p>SAME AS ABOVE</p>

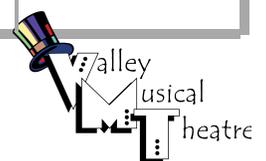


**BOH WORKER EXPERIENCE: REHEARSAL SPACE (CREW)**

EXPOSURE LEVEL	PHASE	POTENTIAL MITIGATING CONTROLS	IMPACT
Exposure Risk Level 2	WA State Phase II	<ul style="list-style-type: none"> <li>• Stagehands and non-performing staff must wear appropriate PPE Provide hand sanitizer stations</li> <li>• Limit capacity to maintain social distancing guidelines</li> <li>• Disinfect all high-risk equipment after each use (radios, headsets, microphones, costumes, safety equipment)</li> <li>• Props touched only by assigned actor and prop master</li> <li>• Props wiped before and after each performance</li> <li>• If a prop is used by more than one actor, prop is wiped before</li> <li>• Encourage routine hand washing for workers</li> <li>• Clean/disinfect touch points constantly during high usage</li> </ul>	<ul style="list-style-type: none"> <li>• PPE expense</li> <li>• Extended load-in time frame</li> <li>• Disinfectant expense</li> <li>• Additional staffing/volunteers</li> <li>• Shows compromised to follow guidelines</li> </ul>
Exposure Risk Level 2	WA State Phase III	<ul style="list-style-type: none"> <li>• Provide hand sanitizer stations</li> <li>• Disinfect all high-risk equipment after each use (radios, headsets, microphones, costumes, safety equipment)</li> <li>• Props touched only by assigned actor and prop master</li> <li>• Props wiped before and after each performance</li> <li>• If a prop is used by more than one actor, prop is wiped before</li> <li>• Encourage routine hand washing for workers</li> <li>• Clean/disinfect touch points constantly during high usage</li> </ul>	SAME AS ABOVE

**BOH WORKER EXPERIENCE: COSTUMING/WARDROBE AREAS**

EXPOSURE LEVEL	PHASE	POTENTIAL MITIGATING CONTROLS	IMPACT
Exposure Risk Level 3	WA State Phase II	<ul style="list-style-type: none"> <li>• Stagehands and non-performing staff/volunteers must wear appropriate PPE</li> <li>• Provide hand sanitizer and wipes for all staff and performers</li> <li>• If possible, designate one washing machines for show laundry only</li> <li>• Limit capacity to comply with social distancing guidelines</li> <li>• Reconfigure wardrobe workshops and dressing spaces to comply with social distancing guidelines</li> <li>• Reduce number of personnel allowed onstage; quick change positions to add curtain barrier between stations</li> <li>• Encourage routine hand washing by workers</li> <li>• Clean/disinfect touch points constantly during high usage</li> <li>• Ask performers to attend to their own costume nightly: hang it inside out, spray with a disinfectant costume spray (provided).</li> </ul>	<ul style="list-style-type: none"> <li>• PPE expense</li> <li>• Extended work time frame</li> <li>• Disinfectant expense</li> <li>• Additional staffing</li> <li>• Shows compromised to follow guidelines</li> </ul>
Exposure Risk Level 3	WA State Phase III	<ul style="list-style-type: none"> <li>• Reduce number of personnel allowed onstage; quick change positions to add curtain barrier between stations</li> <li>• Provide hand sanitizer and wipes for all staff and performers</li> <li>• Encourage routine hand washing by workers</li> <li>• Clean/disinfect touch points constantly during high usage</li> </ul>	SAME AS ABOVE

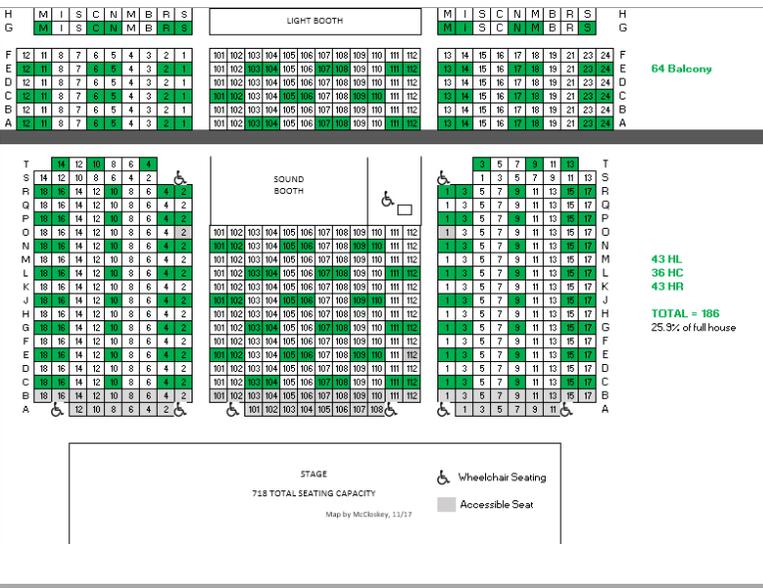


# APPENDIX: SEATING CHART OPTIONS

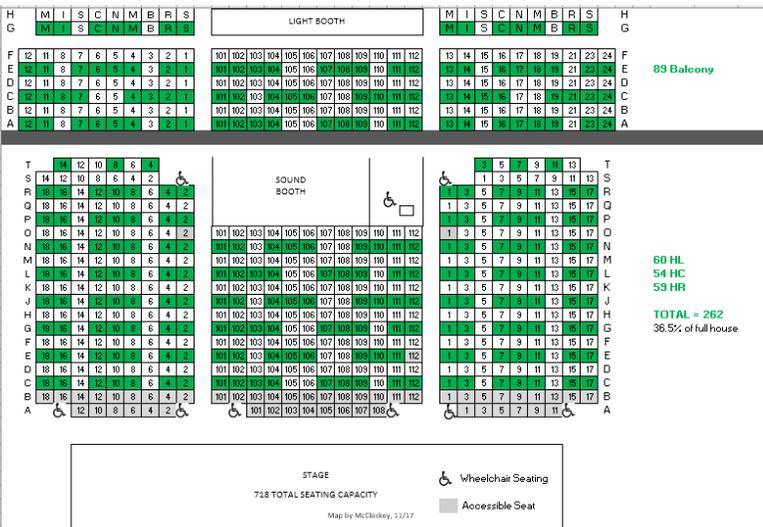
## Morgan Performing Arts Center



MPAC: High Risk Seating Option



MPAC: Medium Risk Seating Option

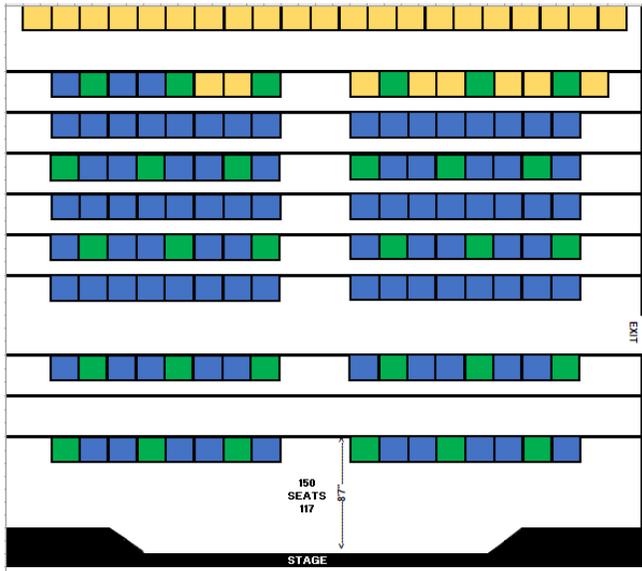


MPAC: Low Risk Seating Option



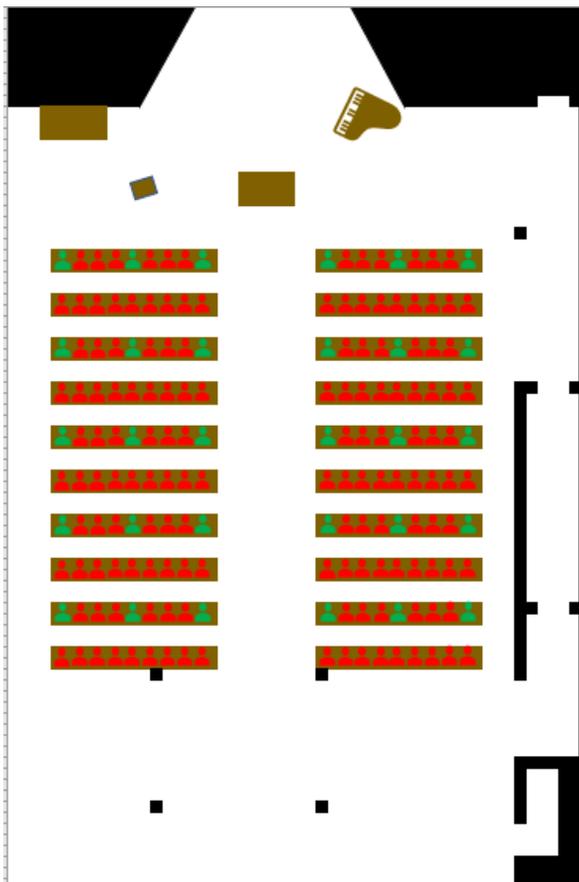
## APPENDIX: SEATING CHART OPTIONS

### Ellensburg High School Little Theatre



EHS LT: High Risk Seating Option

### Ellensburg United Methodist Church



EUMC: High Risk Seating Option