# Presbytery of the Miami Valley Pandemic Action Plan

This policy is drawn from resources that have used local school action plans as well as incorporating information from Presbyterian Disaster Assistance (PDA). This policy may be adapted as more information comes available.

## Level 1: Monitoring the situation
- ✓ Presbytery office open
- ✓ Increase sanitation practices throughout the building
- ✓ Update all personal contact information of staff and members
- ✓ Increase food handling precautions (in the local church this includes Communion Elements)
- ✓ Encourage those who are ill, medically vulnerable, and those who have travelled to infected areas to stay home
- ✓ Work with local congregations, Pastors, and other leaders to care for their faith communities in a time of increased anxiety, illness, and isolation.
- ✓ Encourage local congregations Pastors, and other leaders to practice safe practices such as alternate ways to greet one another, pass the peace, handout bulletins, count the offering, etc.
- ✓ Plan ways to encourage continual giving of pledges and offerings so ministry is not hampered
- ✓ Encourage congregations with a preschool to develop a Pandemic Action plan
- ✓ Explore how to conduct business in the event face to face meetings are prohibited such as conference calls, video communication, etc.
- ✓ Communicate plans and updated information through the Presbytery communication channels: Constant Contact, Presbytery Facebook page, Presbytery Webpage

## Level 2: Limiting
- ✓ Presbytery office open
- ✓ Increased sanitation practices continue
- ✓ Determine how and when to postpone non-essential meetings and gatherings to limit the spread
- ✓ Encourage Pastors, Elders, and Deacons (the spiritual leaders of the congregation) to create worship liturgy, prayers, devotions, etc. that can be shared with congregation members who self-isolate and for widespread use in the event of closure
- ✓ Determine if food will be served at gatherings and when it would cease

## Level 3: Postponing
- ✓ Presbytery office open only for essential functions
- ✓ Work with congregations, Pastors, and local leaders as they open the building for only worship and essential leadership functions.
- ✓ All non-essential meetings and gatherings postponed or rescheduled
- ✓ Begin to use technology resources to gather as a faith community
- ✓ Encourage safe distancing in all gatherings

## Level 4: Closing
- ✓ Presbytery office closed
- ✓ Work with the congregations, Pastors and local leaders as local churches close for worship and all activities
- ✓ Presbytery staff work from home
- ✓ Implement use of technology for essential leadership functions
- ✓ Communicate with local congregations, Pastors, and other leaders to offer updated information, encouragement, and to prevent loneliness.