



Date: May 27, 2020
TO: All Pastors and Administrators
From: COVID-19 Response Team
RE: Utilizing Satellite Sites for Masses

The Archbishop has given much thought to increasing the number of people who can attend Mass in person, especially on Sundays, while staying within the current, mandated numerical limits (25 persons at this time). He is therefore giving permission for separate, satellite gatherings of 25 or fewer persons *on the same parish campus*. The 25-person limit includes those distributing Holy Communion and the door/satellite site coordinator(s).

For this to happen, a parish must have additional indoor space(s) that can comfortably hold the permitted number of people with enough room for the required 6-feet physical distancing between people. It must be able to livestream the Mass taking place in the main church to the satellite location.

In addition, parishes offering satellite sites must adhere to the following:

1. Limit the numbers in the satellite space to what is permitted (25 at this time).
2. A door monitor/satellite site coordinator for each site must be appointed to ensure satellite sites do not exceed the 25-person limit and physical-distancing is maintained throughout the Holy Mass.
3. Maintain physical distancing of at least 6-feet between those gathered.
4. Clean the satellite location(s) between each Mass, using the Centers for Disease Control and Prevention [Guidelines](#).
5. Keep each group completely separated; attendees in satellite location(s) must have separate, designated entrances and exits from those in the church or elsewhere.
6. The groups cannot use the same restrooms
7. The groups cannot use the same spaces (i.e. entrances, exits, lobbies, hallways, kitchens, social halls, etc.)
8. At Communion time, a minister of Holy Communion (ordinary or extraordinary) who is wearing a mask, will go from the church to the satellite location to distribute Holy Communion. This minister is counted toward the 25 in the satellite location and would not normally be the same person distributing in the church. After distributing, the minister returns to the church.
9. Persons must not congregate in groups before or after Mass.
10. Insofar as possible, parking for each group must be separate, even if in the same lot.

N.B. *People in vulnerable categories are strongly urged to remain home.* Satellite locations are subject to the Plan for Limited Reopening of Masses ([English](#)/[Spanish](#)). Use of satellite locations is not required or expected. It is optional and at the pastor's discretion. More than one satellite location can be used by a parish so long as all requirements and instructions are observed.

Please direct any questions about using satellite locations to Todd Cooper at tcooper@archdpdx.org or Reverend Todd Molinari at tmolinari@archdpdx.org.