



COVID-19 Mitigation Plan

Updated: June 2, 2020

This mitigation plan establishes how the Juneau-Douglas City Museum will reopen during the COVID-19 Pandemic.

The goal of this plan is to protect the health of City Museum visitors, volunteers, and staff while resuming the provision of Museum services.

What we know about the COVID-19 disease will continue to change as scientists and researchers throughout the world learn and publish more information. Likewise, this mitigation plan will change and we greatly appreciate your assistance and patience as we adapt.

City Museum reopening will begin on **June 5, 2020**. Future adjustments to reopening will be dependent on our local situation and are subject to direction from the City & Borough of Juneau Assembly.

We expect that in-person museum services may ebb and flow dependent on the situation, as an example:

- When it has been 28 days (2 disease cycles) since the last reported COVID-19 case in town, we expect to loosen in-person restrictions.
- When COVID-19 is active in Juneau and there is limited or no community spread and contact tracing is occurring with no faults (as reported by the State Division for Public Health), we anticipate being open with restrictions. **We are currently here.**
- If the City & Borough of Juneau Emergency Operations Center escalates the emergency to Level 3 or higher, which indicates either uncertain containment of community transmission, limited hospital capacity, or supply chain disruptions, the City Museum will transition to remote services.

General

1. Staff, volunteers, and visitors are required to wear face coverings per Assembly Emergency Ordinance 2020-25¹.
 - a. Face coverings will be provided to individuals as needed.
 - b. A person unable to comply with this ordinance may contact the Museum Director or Manager's Office and seek a reasonable accommodation.

¹ For full details, view the ordinance under "Adopted Legislation" on the City Clerk's page of www.juneau.org



- c. A full list of exceptions is available in the ordinance. Children under the age of three should not wear a face covering.
2. Social distancing of at least six feet should be maintained between individuals and household groups.
 - a. Public use furniture is re-arranged and limited to accommodate distancing.
 - b. Plastic “sneeze guards” are installed at customer service counters to allow for an extra degree of separation where distancing is not possible.
 - c. Stanchions will be employed to designate entrance and exit corridors and to control visitor flow in and out of the museum.
3. If the demand for in-person City Museum services results in the inability for museum visitors or staff to maintain distance, additional restrictions (e.g. time limits, appointments) will be put into place.
4. No in-person museum programs will occur in this phase of reopening. Reduced capacity outdoor historical walking tours may be arranged by request.
5. The video room will be limited to 2 non-family members or household group visitors during this phase of reopening.

Hygiene & Cleaning Protocols

1. Staff and volunteers will wash their hands frequently and visitors are encouraged to do the same using the restrooms.
2. Hand sanitizer will be available for staff, volunteers, and visitors at the front desk.
3. High touch surfaces will be sanitized at least once daily.
 - a. Interior doors will be propped open to minimize high touch contact opportunities.
 - b. A cleaning checklist will be used to monitor and maintain a hygienic environment.
4. Closets will remain closed. Visitors will place large backpacks in a plastic tote at front desk. Plastic totes will be disinfected after each use.
5. Returned museum materials such as education kits will be quarantined for 72 hours to allow for viral deactivation. Returned materials will be placed in a plastic tub.
6. No member of the public displaying symptoms of COVID-19 will be admitted to the City Museum and signage reflecting this will be posted at the entrance.
7. The City Museum will close to the public for 72 hours per week to allow for viral deactivation. Open days will be Thursday through Sunday from 10am to 4pm.
8. Hands-on exhibit items will be removed where possible and those that remain will be included on the cleaning checklist.



Staffing

1. No staff member or volunteer displaying symptoms of COVID-19 may come to work.
2. Staff members or volunteers with COVID-19 symptoms and/or who have tested positive for COVID-19 will follow CDC guidance for discontinuation of isolation for persons with COVID-19 regarding returning to work:
<https://www.cdc.gov/coronavirus/2019-ncov/hcp/disposition-in-home-patients.html>
3. If a staff member or volunteer is confirmed to have COVID-19, the museum will follow CDC guidance for businesses and employers responding to COVID-19:
<https://www.cdc.gov/coronavirus/2019-ncov/community/guidance-business-response.html>

Questions, comments, and suggestions about this plan or its future versions should be directed to:

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