

RAMSEY COUNTY ARENAS COVID-19 Policies and Procedures
MN Stay Safe - Phase 5 (Updated 1-12-2021)
Effective 1/14/2021

The Ramsey County Arenas COVID-19 Policies have been developed with recommendations and guidelines from; MN Governor Walz's Executive Orders, MN Department of Health Guidelines for Youth and Adult Sports, MN Department of Education for High School activities, MSHSL, Minnesota Hockey, and USA Hockey. Policies have been set in place to limit the risk of exposure and transfer of COVID-19 to skaters, coaches/instructors, parents, spectators and staff. Ramsey county is dedicated to the health and wellbeing of all participants, coaches, instructors, volunteers, spectators and staff while utilizing all arenas.

Ramsey County has the right to refuse ice time to a group that is not following the Ramsey County Arena System Preparedness Plan, arena policies and procedures or the teams individual COVID-19 Preparedness Plans.

TEAM/ORGANIZATION RESPONSIBILITIES

I. UPDATED USER GROUP PREPAREDNESS PLAN

In addition to the County's COVID-19 Preparedness Plan all user groups are required by the MN Department of Health to also have their own updated individual preparedness plan in place to protect their employees, volunteers, skaters, coaches, members, visiting teams and visitors. Ramsey County has provided a template to help in plan development or organizations may develop their own plan. MN.gov has provided guidance and templates for required information on the COVID-19 Preparedness and can be found here <https://staysafe.mn.gov/industry-guidance/all-businesses.jsp>. All user groups must complete and sign the **Ramsey County User Group Preparedness Plan Agreement** form.

II. ATTENDANCE RECORDS & PARTICIPANT CONTACT INFORMATION

All User Groups (organizations or individuals) renting ice are responsible for recording and maintaining accurate attendance records and participant contact information for their skaters, coaches/instructors, volunteers, and when allowed parents, spectators, visiting teams, and visiting teams' spectators. These records are necessary for MN Department of Health Contact Tracing should an infection or exposure occur.

- A. If contacted by the Department of Health and notified that individuals from your programs or teams may have been exposed to COVID you are responsible to provide them with accurate attendance records and contact information and follow all instructions given by them.
- B. If either of the above infection or exposure situations occur, you must also contact and inform Ramsey County as soon as possible.

III. HEALTH & SAFETY SCREENINGS

All user groups are responsible and liable for developing their own health and safety screening policies and procedures, which should include temperature checks for their skaters, coaches/instructors and volunteers prior to any on-ice activity. Spectators, and other persons when allowed to attend their activities and events should be directed to self-screen at home prior to entry to the arena. We recommend using;

- A. The [Minnesota Symptom Screener Guide](#)
- B. A "Quick Entry Check In" or "Check In and Tracking Protocol" Google Sheet
- C. The CDC Self-Check Symptoms survey <https://www.cdc.gov/coronavirus/2019-nCoV/index.html>

IV. TEAM VOLUNTEERS

All User Groups must provide individuals to serve as a COVID-19 Administrator and/or Coordinator and Check-In Coordinator, to help manage participants, spectators and visitors (when allowed) and maintain a safe environment. All coaches/instructors and volunteers should have a copy of the user group's preparedness plan and the Ramsey County Arena policies and procedures during all rentals and be prepared to provide it to any MN Department of Health Inspector arriving for an inspection.

- A. **COVID-19 Plan Administrator**
 1. Communicates individual group's and Ramsey County COVID-19 Plan to players, coaches, parents, visiting teams, officials, umpires, and trainers.

- B. **COVID-19 Plan Coordinator (can be the same person as Administrator)**
 - 1. This person will be the point person for any cases or outbreaks in the team/association
 - 2. This person will report COVID-19 cases to MDH, and work with LPH, MDH, and school health professionals to ensure close contacts are quickly identified and that isolation and quarantine are followed; as well as prompt communication with parents and athletes
- C. **Check-In Volunteer**
 - 1. Arrive 20 minutes prior to scheduled ice time (10 minutes before skaters).
 - 2. Coordinate with arena staff on compliance of policies/guidelines.
 - 3. Allow skaters to enter arena no earlier than 10 minutes prior to scheduled ice time.
 - 4. Coordinate Check-in of players, coaches/instructors and document attendance.
 - a. Any person that is not there for the team's activities shouldn't be let in.
 - 5. Have all skaters, coaches/Instructors, and other persons attending immediately use hand sanitizer upon entering the building.
 - 6. Ensure that skaters, coaches/instructors and volunteers have performed a health & safety screen prior to arrival.
 - 7. Enforce face coverings and socially distancing for all players and visitors.
 - 8. Must remain at the Check-In counter/area until all registered skaters are confirmed and checked in for practices and training camps. Volunteer may remain in designated spectator area during ice time.
 - 9. At conclusion of reserved ice time Check-In Volunteer should ensure all participants leave the arena.

V. TICKETING FOR GAMES, SCRIMMAGES AND TOURNAMENTS

Advanced reservations or ticketing is required for all games, scrimmages and tournaments. **Ramsey County will only allow spectators if the user group manages the advanced reservations or ticketing.** The user group will be responsible for:

- A. Developing and implementing an advanced reservation or ticketing system for both home and away teams or work with a representative from away team to provide the same responsibilities in conjunction with home team representative.
 - 1. Walk-ins will not be allowed.
- B. Informing spectators for both home and away teams of the Ramsey County COVID-19 policies prior to arrival at the rink.
- C. Names, phone numbers and/or emails must be collected as part of the reservation.
- D. Provide person to manage entry on game day (could be the same as Check-in Volunteer).
- E. Maintaining and managing rink capacities and directing spectators to designated spots.
- F. Schedule staggered arrival times to reduce congregations of spectators.

GENERAL RESTRICTIONS

- A. **Anyone with symptoms of illness or who have family members with symptoms of illness, has tested positive for COVID -19, or been exposed to a person whom has tested positive for COVID-19, should stay home and not participate in team activities and follow CDC and Health Department rules and guidelines for self-quarantine.**
- B. **Face coverings are required for all skaters and coaches/instructors, volunteers, and spectators (when allowed) at all times while in Ramsey County arenas, including during sports activity.**
- C. Skaters, coaches/instructors should arrive no earlier than 10 minutes prior to the start of their ice time.
- D. Goaltenders will be allowed to enter the arena 15 minutes prior to the start of their scheduled ice time to allow for more time to put on their equipment.
- E. Locker Rooms at TCO Sports Garden, Highland Arena, and Aldrich will not be available for use for practices and games or scrimmages. Locker Rooms at Harding, Oscar Johnson, Phalen, Pleasant, Shoreview, West Side, and White Bear County will be propped open to use for additional seating, however capacity will be limited, and everyone must stay socially distanced while in locker room. Players should use designated areas that allow for social distancing to put on skates.
- F. No equipment bags will be allowed inside arenas with the exception of goalies. Small drawstring bags or small backpacks may be utilized to help carry in smaller items and store personal belongings (medications, phones, keys, etc.). Coaches and officials may also need to bring in bags that carry supplies for practice.

- G. All players should arrive with most of their clothing and equipment already on, arriving fully dressed with skate guards on is recommended. Goalies are allowed to arrive half dressed.
- H. A maximum of one (1) adult per player is allowed for practices in designated spectator areas only. Spectators are not recommended and should be kept to a minimum.
- I. **Spectators for games, scrimmages and tournaments will only be allowed if the user group manages an advanced reservations or ticketing system** and must adhere to the maximum capacity allowed in rink.
- J. No team warmup or dryland drills inside of facilities.
- K. No outside food, concessions, or use of vending machines. Skaters are asked to bring their own water bottle with name on it. (Some water bottle fill stations may be available in certain rinks).
- L. User groups are limited to consistent pods of 25 people on the ice. 2 groups of 25 or less are allowed per rink with no mixing between pods. If 2 pods are on the ice, they must be separated by 12 feet at all times.
- M. Coaches and players should maintain social distancing at all times and as allows in the team bench area.
- N. No spitting, yelling or other actions that may cause additional droplet spray.
- O. All skaters/coaches/instructors vacate the facility within 10 minutes of conclusion of scheduled ice time.
- P. User Groups that do not follow the prescribed policies listed in the Ramsey County Arena System COVID-19 Preparedness Plan and COVID-19 Policies will be notified in person and reported to the Director of Operations – Arenas and Golf. Repeated violations may result in loss of ice reservations or the inability to reserve additional ice.

ENTERING AND EXITING ARENAS

- A. Skaters and Spectators should follow all one-way directional signage inside facilities and abide by all designated entrance only and exit only locations.
 - 1. TCO Sports Garden – TCO Rink 1
 - a. Entrance Only- Northwest Entrance by Saks.
 - b. (Exit Only) - Northwest Entrance by Saks or TCO Rink 1 Locker Room Hallway Exit.
 - 2. TCO Sports Garden – Training Haus Rink 2
 - c. Entrance Only Northeast Main Entrance by Revolution Sports.
 - d. Exit Only- Northeast Main Entrance by Revolution Sports or Training Haus Rink 2 South Exit.
 - 3. Aldrich Arena
 - e. Entrance Only– East Entrance at top of the Ramp facing Golf Course.
 - f. Exit Only Northeast concourse or Southeast concourse doors closest to assigned locker rooms or bleachers.
 - 4. Highland Arena
 - g. Entrance Only – Upper Lobby North Rink Entrance
 - h. Skater Exit Only – Lower South Rink Exit
 - i. Spectator Exit Only – Upper Lobby North Rink Entrance
 - 5. Pleasant Arena (No spectator viewing available)
 - j. Drop Off (Entrance Only) – Main Front Lobby Entrance
 - k. Pick Up (Exit Only) – South East Exit Door
 - 6. Harding
 - l. Entrance/Exit – Main Front Door East Entrance
 - 7. Oscar Johnson
 - m. Entrance Only – Main South Entrance
 - n. Pick Up/Exit Only – Lobby Doors and South Doors
 - 8. Phalen
 - o. Entrance Only – Main Lobby Entrance
 - p. Exit Only – South Doors off of Rink
 - 9. Shoreview
 - q. Entrance/Exit for Locker Rooms 1&2 - East Doors
 - r. Entrance/Exit for Locker Rooms 3&4 – North Doors
 - s. Pick Up/Drop off – Northeast Corner of Arena
 - 10. West Side
 - t. Entrance Only – Main Front Lobby North Entrance
 - u. Pick Up/Exit only – East Door into parking lot

11. White Bear

- v. Entrance Only – Main Front Lobby Entrance
- w. Exit Only/Pick Up – East Doors out to Back Lot (through grass)

SCRIMMAGES, GAMES & TOURNAMENTS

- A. All General Restrictions apply to scrimmages, games.
- B. Skaters, coaches and staff should arrive no earlier than 10 minutes prior to the start of game time.
- C. Teams are allowed to have the appropriate number of players, staff, and referees, needed to hold the game as long as it doesn't exceed the total capacity allowed of the facility.
- D. A maximum of 3 coaches are allowed on the bench and minimized number of people allowed in score's/announcer's box.
- E. Players and coaches should stay social distanced as much as possible while on the bench.
- F. A maximum number of spectators are allowed and varies per rink – see spectator section.
- G. No resurfacing of the ice between periods during a game, when it doesn't create a safety hazard.
- H. Locker rooms may be made available to be used during tournaments only. One team per locker room and multiple locker rooms will be made available to allot for social distancing where rinks have the space to do so. Discuss with rink staff prior to tournament to confirm locker room assignments.

SPECTATORS

- A. All spectators/parents must self-screen their health prior to arriving in facility (We recommend <https://www.cdc.gov/coronavirus/2019-nCoV/index.html> and click Self-check symptoms).
- B. Face coverings are required for all spectators and parents at all times while inside any Ramsey County arena.
- C. A maximum of one (1) adult per player is allowed for practices in designated spectator areas only. Spectators are not recommended and should be kept to a minimum.
 - 1. While it is important to limit the number of people in the facility as much as possible, there may be circumstances in which a parent or guardian must also bring in young siblings. This will be allowed but should be limited as much as possible.
- D. Spectators may enter the facility no earlier than 5 minutes prior to practices starting.
- E. **Spectators for games, scrimmages, and tournaments will only be allowed if the user group manages an advanced reservations or ticketing system.** No walk-in will be allowed. If advanced reservations/ticketing is in place, a maximum number of spectators are allowed in designated areas during games and scrimmages based on the maximum capacity allowed per rink (see below).
- F. Spectators must stay socially distanced at all times when in the arenas and designated spectator area.
- G. Spectators must remain in designated areas during games and scrimmages and may not wander in-between designated areas, linger in lobbies and hallways or other traffic areas before or after games.
- H. Spectators are asked to help clean and disinfect spectator areas before and after occupying to assist with keeping everyone safe. There will be disinfectant spray bottles and wipes near bleachers.
- I. If spectators don't comply with policies, games may be held up until full compliance is achieved.
- J. Spectators must leave the building immediately following the conclusion of the game that they are attending.
- K. Maximum capacities for spectators at games and scrimmages are based upon each individual facility's ability to provide space required for social distancing. Example, if a rink needs to use the bleachers as a skater dressing area to meet social distancing requirements then parents and spectators will not be allowed.

Maximum Spectator Capacity by Facility:

- 1. Aldrich Arena: Max = 150 in bleachers, (~4 spectators per skater).
- 2. Highland Arena North Rink: Max = 80 in bleachers, (~2 spectators per skater).
- 3. Highland Arena South Rink: Max = 40 in bleachers, (~1 spectator per skater).
- 4. Pleasant Arena: Max = 40; 14 in bleachers and 26 standing, (~1 spectator per skater).
- 5. TCO Sports Garden - TCO Rink 1: Max = 120 in bleachers, (~2 spectators per skater).
- 6. TCO Sports Garden - Training Haus Rink 2: Max = 40 in bleachers, (~1 spectator per skater).
- 7. Harding: Max = 58; 25 in bleachers and 33 standing (~1 spectator per skater).
- 8. Oscar Johnson: Max = 45; 12 in bleachers and 33 standing (~1 spectator per skater).
- 9. Phalen: Max = 91; 58 in bleachers and 33 standing (~2 spectators per skater).
- 10. Shoreview: Max = 89; 65 in bleachers and 24 standing (~2 spectators per skater).

11. West Side: Max = 47; 14 in bleachers and 33 standing (~1 spectator per skater).
12. White Bear: Max = 53; 20 in bleachers and 33 standing (~1 spectator per skater).

MN STATE HIGH SCHOOL LEAGUE SCHOOL EXCEPTIONS

All high school teams will be required to follow the policies listed in this document and all required guidance set forth by the MN State High School League. Ramsey County has implemented following clarifications;

A. Practices

1. Face coverings must be worn at all times inside the arenas by players and coaches, including while on the ice, unless a medical exemption is granted.
2. Pods must be of 25 skaters and under and do not include coaches if they remain socially distanced. 2 pods of 25 may be on the ice at a time, but pods may not mix and be separated by 12 feet at all times.
3. Locker rooms will be available to teams with the following restrictions,
 - i. All athletes must stay socially distanced at all times in the locker room. If the locker room isn't large enough chairs will be placed outside of the locker room.
 - ii. Athletes should arrive to the arena dressed to play and should not be dressing or undressing inside locker rooms or the arena.
 - iii. Team specific locker rooms are the team's responsibility to clean and disinfect between each group.
4. Bags are not recommended but will be allowed inside the arena, all equipment and personal items must be inside the bag. All bags should be placed 6 feet apart and out of main foot traffic areas. A small backpack with essential items is recommended instead of a large hockey bag.

B. Games & Scrimmages

1. All required Competition Guidelines and Event & Facility Management Guidance provided the MSHSL are required to be followed.
2. School districts and charter schools must coordinate advanced reservation and/or ticketing. Walk-ins, impromptu, and on-site ticket sales will not be allowed.
 - i. Names, phone number and/or email must be collected by the school in case an individual does develop COVID-19.
 - ii. Schools must schedule and monitor spectator arrival times to minimize overlap and congregation of spectators.
3. Each team will be allowed 1 or 2 spectators per participant based on maximum capacities for the venue. See Spectator section for maximum capacities.
 - ii. Essential game/event personnel include: Team members, game officials, and site staff (including ticket-takers, administration supervision from each school, certified medical personnel, announcer, official scorers and score board operators, etc.) do NOT count towards the maximum capacities.
1. Locker Rooms will be allowed with the same restrictions as listed in the practice section. Locker rooms must be completely empty, sanitized and cleaned before another team may enter.
2. Competitive pods (Varsity & JV) may remain in the venue for other competitive pod contests as long as masks/face covering are worn and they are separated from spectators by a minimum of 12 feet.
3. If consecutive competitions are taking place in the same venue between different teams, the venue must be sanitized and every seat in the team bench area must be cleaned and sanitized prior to a new team utilizing the space.
4. One official's locker room will be available as needed.
5. No bands, contest exhibition, or performances allowed.

This plan includes the following Ramsey County Arenas

1. TCO Sports Garden, 1490 East County Road E, Vadnais Heights, MN 55110. 651-481-1000
2. Aldrich Arena, 1850 White Bear Ave, Maplewood MN 55109. 651-748-2510
 - a. Mario Montanari – Interim Arena Superintendent Mario.montanari@co.ramsey.mn.us
3. Highland Ice Arena, 800 South Snelling Ave, St. Paul MN 55116. 651-695-3766
4. Pleasant Ice Arena, 848 Pleasant Ave, St. Paul MN 55102. 651-215-9030
 - a. Steve Reeves – Interim Arena Superintendent Steven.reeves@co.ramsey.mn.us
5. Phalen Arena, 1320 Walsh Street, St. Paul MN 55116. 651-772-6161
6. Harding Arena, 1496 6th Street East, St. Paul. MN 55106. 651-772-6190
7. West Side Arena, 44 East Isabel Street, St. Paul MN 55107. 651-215-0000
8. Oscar Johnson Arena, 1039 De Courcy Circle, St. Paul MN. 651-643-3000

9. Shoreview Arena, 877 West Highway 96, Shoreview MN 55126. 651-766-4000
10. White Bear Arena, 2160 Orchard Lane, White Bear Lake MN 55110. 651-748-2525
 - a. Jim Welter – Arena & Parks Operations Supervisor james.welter@co.ramsey.mn.us

RAMSEY COUNTY COVID-19 POSITIVE TEST PROCEDURES

If a coach/staff notices someone who is exhibiting symptoms, has tested positive for COVID-19, or been exposed to a person whom has tested positive to COVID-19, they should stay home and not participate in team activities. If someone is exhibiting symptoms at the arena, they should be isolated and asked to leave the facility. If a player has received a positive COVID-19 test, contact the arena to let county staff know so cleaning procedures can be executed as soon as possible. **Coaches and Instructors will be required to activate their individual team COVID-19 preparedness plan.** The critical time period where exposure can occur is 48 hours prior to showing symptoms to 10 days after positive test. If it has been longer than 48 hours before symptom occurred the chance of exposure is very low.

- I. **Procedures once coach/staff identifies a symptomatic person**
 - A. Symptomatic person should be asked to leave facility.
 - B. Immediately clean areas that the person has occupied or touched.

- II. **Procedures once staff receive a positive COVID-19 test notification**
 - A. If its within 24 hours since the player was in the building
 1. Isolate all areas that an infected player has occupied for 24 hours from the time the player left the facility where possible.
 2. This may include closing down the Fieldhouse and having to move or cancel rentals or redirecting traffic to avoid infected areas.
 3. Open outside doors and windows and use ventilating fans to increase air circulation in the area if possible.
 - B. Notify your direct supervisor and Lisa Hanson Lamey.
 - C. Once it has been 24 hours after the player occupied a space, or if the notification came more than 24 hours after a player occupied facility, deep clean and disinfect all areas player occupied including (but not limited to) bathrooms, locker rooms, common areas, benches that the team/player was in, floors, fencing/stair rails, drinking fountains, walls around bathroom entrances and locker room entrances, doors (not just the handles) that the team used and any other non-common touch points and spaces where coughing, sneezing, spitting, etc. could have reached.
 - D. Restrict any new groups from entering contaminated spaces until they have been cleaned and disinfected.
 - E. Once areas have been cleaned, disinfected and dried spaces can be opened again to the public.
 - F. At the end of the day deep clean and disinfect entire building.
 - G. Supervisors will be in contact with any staff that may have had an exposure.
 - H. County staff will communicate to the groups that have a risk of exposure that there has been a positive test.

- III. **The following current procedures help control the spread after each team**
 - A. Cleaning and disinfecting high touch areas and locker room/changing areas after each use
 - B. Regular cleaning of bathroom, high touch areas in lobby and check in areas
 - C. Deep clean and disinfection of buildings at the end of each evening.

- IV. **Return to Play**
 - A. Coaches and Instructors will be required to activate their individual team COVID-19 preparedness plan once a positive test or exposure has occurred.
 - B. A designated staff member will speak with coaches to ensure their COVID-19 Preparedness Plans are carried out, discuss recommendations, concerns for additional exposure and reducing the risk for infection for other players and staff.
 - C. If plan is followed and there is no risk for further exposure, the group will be allowed to return to play in fieldhouse.

Questions about Ramsey County COVID-19 Preparedness Plan and policies can be directed to
Lisa Hanson Lamey, Director of Operations - Arenas & Golf Lisa.HansonLamey@co.ramsey.mn.us, Cell: 919-608-2341.