In compliance with the revised Public Meeting laws enacted by the State of California to meet the “Stay Well at Home” social distancing requirements which restrict gatherings to slow the spread of the novel Coronavirus COVID-19 pandemic, this meeting may be attended telephonically. Anyone who wishes to listen, speak, or provide comments telephonically are encouraged to call 877-304-9269, guest pass code 847795, where they will be connected to the meeting. Members of the public may also participate by providing written comments to the Joint Park District/Historical Society Committee by sending an e-mail to Douglas (douglas@rsrd.us) by Noon on Monday, July 6, 2020.

AGENDA

I. CALL TO ORDER

II. PUBLIC DISCUSSION

III. APPROVAL OF MINUTES OF THE JUNE 1, 2020 MEETING

IV. STATUS OF REPLACEENT OF THE ADOBE ROOF

V. TREE REPLACEMENTS IN STRATHEARN HISTORICAL PARK

VI. STRATEGIC OPENING SUPPLEMENT PLAN – INDOOR MUSEUM AND EXHIBITS

VII. CELL PHONE TOURS

VIII. OTHER ITEMS OF INTEREST

IX. SET TIME AND DATE FOR NEXT MEETING

X. ADJOURN MEETING

Dan Paranick, District Manager
Strategic Opening Plan Narrative Up-Date for Cultural Ceremonies:

This re-opening supplemental (up-date) for R.P. Strathearn Historical Park and Museum will be in conformance with the Governor’s, Phase 2, COVID-19, guidelines for “Museums, Galleries, Zoos, and Aquariums” and will be limited to indoor museum tours and exhibit viewing held at R.P. Strathearn Historical Park and Museum.

The following information is supplemental to the Rancho Simi Recreation and Park District’s COVID-19 Strategic Opening Plan for R.P. Strathearn Historical Park and Museum (Outdoor Museum Visitation Only).

Site Protocols:

A. The interior of the historic buildings, museum, and exhibition displays will be made available to the general public for viewing through guided or monitored tours during hours set by the Simi Valley Historical Society. No self-guided tours will be permitted. Reservations may be required.

B. All visitors must adhere to the social distance guidelines of six (6) feet or more.

C. The wearing of face covering by all visitors is highly recommended.

D. Attendees arriving with children must ensure that their children stay next to a parent, avoid touching any other person or any item that does not belong to them, and are recommended to wear face coverings if age permits.

E. Due to the limited space on the interior of the historic building to allow for proper adherence to social distance guidelines, tour groups may be limited to one, two or three individuals.

F. Members of the same household or living unit do not have to remain 6 feet apart from each other.

G. Anyone exhibiting signs of COVID-19 must leave the park immediately.

H. No food or beverages will be permitted.

I. Provide physical cues or guides (lane line markers), to establish and ensure that guests stay at least 6-feet apart while viewing the interior of historic buildings, museum, and exhibition displays.

J. Hand sanitizer, paper towels and a trash can must be made available near the Visitors Center for public use prior to the embarkment of each tour.

K. All attendees are encouraged to wash their hands before entering and after leaving the park.

L. Sanitary facilities for the general public will be limited to the park site’s exterior restroom facility and must remain operational and stocked at all times. Additional soap, paper towels, toilet paper and hand sanitizers will be provided when needed.

M. Sanitary facilities shall be provided with physical cues or guides (lane line markers), to ensure that guests stay at least 6-feet apart while waiting to use the facility.
The use of picnic tables or park benches within the park by more than one individual (or one family group of six or fewer) at a time will be prohibited.

Group congregation or loitering in the park will be prohibited.

Signs shall be prominently posted at the entrance to the park reminding all attendees of the social distancing guidelines and temporary site protocols.

Employee Protocols:

1. Park District staff, docents, interns, volunteers, Historical Society members, and the park site caretaker(s) shall be collectively referred to as “employees” in this COVID-19 Strategic Opening Plan Supplemental.
2. Only the pedestrian gate will be open for park site visitation.
3. Employees shall monitor attendance at the park on an as needed basis. During periods of high visitation, employees may limit the number of visitors in the park by closing the pedestrian access gate to ensure adherence to the social distancing guidelines.
4. All employees must wear face coverings and adhere to all social distancing guidelines of six-feet or more from visitors and from each other while in all common areas of the park.
5. All employees must maintain at least 6-feet of distance from all visitors while conducting tours and when in indoor confined spaces.
6. Employees shall stagger, switch or alternate tour schedules between employees (Docents) to limit their exposure to all visitors and the general public.
7. All employees shall adhere to the guidelines established under the “Topics for Employee and Caretaker Training” in the COVID-19 Strategic Opening Plan for R.P. Strathearn Historical Park (Outdoor Museum Visitation Only) while working in the park.
8. All employees shall perform a self-evaluation to determine if they are exhibiting signs or symptoms of COVID-19 on a daily basis. Anyone exhibiting signs of COVID-19 must immediately leave the park site (or self-quarantine) and contact the Park District’s Director of Planning and Maintenance for further instructions.
9. Each incident where a staff member may have come into contact with an individual that has been diagnosed with COVID-19 or another contagious virus will be addressed on a case-by-case basis.
10. Eligible employees and Caretakers impacted by COVID-19 may be provided with up to two weeks of paid sick leave under the Families First Coronavirus Response Act. Please contact the Park District’s Director of Administration or H.R. Department for further information.
11. Following a reported incident of COVID-19, all objects and surfaces the person came into contact with will be thoroughly sanitized.
12. All employees that service the interior of restroom must wear N-95 face coverings, rubber gloves and eye (face shield) protection. Restrooms shall be cleaned and sanitized twice a day.
13. All commonly touched surfaces such as grab bars, railings, door knobs/handles, information and display signs, and other amenities shall be cleaned and sanitized on a daily basis.
14. PPE, Hand sanitizer, gloves, and face coverings shall be made available in the Visitor’s Center for use by all employees.

Plan Implementation:

Onsite person(s) responsible for implementing the plan are as follows:
A. Ms. Carolyn Valdez, Historical Park Specialist (805) 526-6453
B. Mr. and Mrs. Casey Hancox, Park Caretakers (XXX) XXX-XXXX

Administrative person(s) responsible for implementing and revising/updating the plan are as follows:

A. Mr. Wayne Nakaoka, Director of Planning and Maintenance (805) 584-4424
B. Mr. Dan Paranick, District Manager (805) 584-4406

Additional resources and contact information in regards to COVID-19 is available at www.vcemergency.gov or by contacting the County of Ventura COVID-19 Emergency Hotline at 2-1-1.