



## **Hillel Milwaukee COVID-19 2022-2023 Policy – Effective September 2022**

Hillel Milwaukee's (Hillel) policies and protocols for responding to the COVID-19 pandemic are rooted in the Jewish value of *Pikuach Nefesh* – the concept that life is holy, and the safety of every human being is paramount. Hillel's plans are aligned and consistent with the local orders and ordinances of Milwaukee, Milwaukee County, and Wisconsin. Our plan also follows recommendations from the Centers for Disease Control and Prevention (CDC), the Milwaukee County Health Department, and federal government, our university partners, and the Milwaukee Jewish Federation (MJF).

It is important to clarify that an individual is considered fully vaccinated after their second dose in a 2-dose series, such as the Pfizer or Moderna vaccines, or after a single-dose vaccine, such as Johnson & Johnson's Janssen vaccine, and after they have received a booster shot (if eligible as indicated by the CDC).

If someone chooses to wear a mask, N95/KN95 masks are the most effective and should be worn over the nose and mouth, fit under the chin, and be snug on the face in order to provide maximum protection. At Hillel Milwaukee-sponsored functions, Hillel Milwaukee will provide surgical and KN95 masks to those who want one.

This policy is a working document and as new mandates, policies, etc. are issued at the local, state, and federal levels, Hillel Milwaukee reserves the right to adjust any protocols. Hillel Milwaukee also reserves the right to adjust any protocols based on enhanced information learned about COVID virus variants and the mechanisms for spread.

As outlined in this policy, all Hillel staff and guests are required to take steps to reduce the transmission of communicable diseases in our building and follow the guidelines below.

### **1. SECTION 1 – Staff Policies**

A staff of Hillel is anyone who receives a paycheck from Hillel or the Jewish Agency for Israel, including student interns.

- a. **Vaccinations** – As a condition of employment, all staff of Hillel Milwaukee will be required to be fully vaccinated against COVID-19. Medical and religious exemptions may be approved at the discretion of the Executive Director. Proof of full vaccination will be required prior to being hired. Staff must be able to show proof of vaccination within 60 days of being eligible to receive the vaccine. Staff will also be asked to show proof of booster vaccinations as they become eligible. Booster vaccination proof must be provided within 30 days of being eligible to receive a booster vaccination.
- b. **Hygiene and Cleaning** – All staff are required to practice good personal hygiene and infection control practices including handwashing, using proper PPE such as masks and gloves for food preparation and distribution, disinfecting personal workspaces, and disinfecting the areas touched after using the restroom. All staff will be provided the

necessary PPE and disinfecting materials for use in the office and/or at Hillel-sponsored programs/engagement meetings.

c. **In-Person Gatherings (Engagements and Events/Programs)**

- i. If a staff member is not feeling well and/or has a known exposure to COVID-19 we ask them to not come to the building.
- ii. While mask-wearing is strongly recommended at Hillel, Hillel staff are no longer required to wear a mask while in a shared space in the Hillel building or at a Hillel-sponsored function (unless the venue states otherwise).
- iii. Staff will be required to properly wear masks and gloves while preparing and serving food.

d. **Travel** – Travel is permitted following CDC guidelines for the source, in-transit, and destination locations.

- i. **International Travel** - <https://www.cdc.gov/coronavirus/2019-ncov/travelers/international-travel-during-covid19.html>
- ii. **Domestic Travel** - <https://www.cdc.gov/coronavirus/2019-ncov/travelers/travel-during-covid19.html>

e. **Exposure & Symptoms Protocol**

i. **COVID-19 Exposure & Close Contact**

1. **Definitions**

- a. Exposure is contact with someone infected with SARS-CoV-2, the virus that causes COVID-19, in a way that increases the likelihood of getting infected with the virus.
- b. Close contact is someone who was less than 6 feet away from an infected person (laboratory-confirmed or a clinical diagnosis) for a cumulative total of 15 minutes or more over a 24-hour period. For example, three individual 5-minute exposures for a total of 15 minutes.

2. If you were exposed to the virus that causes COVID-19 or have been told by a healthcare provider or public health authority that you were exposed, here are the steps that you should take, **regardless of your vaccination status** or if you have had a previous infection.

- a. Wear a mask as soon as you find out you were exposed, and continue to wear a mask for 10 days. Day 1 is the day you were exposed to COVID-19. Continue precautions for 10 full days (as you can still develop COVID-19 up to 10 days after you have been exposed).
- b. Watch for COVID-19 symptoms. If you develop symptoms, isolate yourself immediately, get tested, and stay home until you know your results. If you have had COVID 19 within the past 90 days, follow CDC Guidelines (<https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/testing.html#choosing-a-test>). If your test results are

positive, see “Positive COVID-19 Results and Return to Work Requirements”.

- c. Get Tested at least 5 full days after your last exposure. Test even if you do not develop symptoms.
  - i. If you test negative, continue taking precautions through day 10.
  - ii. If you test positive, isolate yourself immediately, and “Positive COVID-19 Results and Return to Work Requirements”.

ii. **COVID-19 Symptoms**

1. If a staff member has COVID-19 symptoms (whether or not the staff had an exposure), individuals will be asked to stay home and test.
  - a. If the test is negative, we will ask that the staff remain at home until they are symptom free for 24 hours.
  - b. If the test is positive, they will refer to the “Positive COVID-19 results and return to work requirements”.

iii. **Positive COVID-19 Results and Return to Work Requirements** –Regardless of vaccination status, you should isolate from others when you have COVID-19.

1. If you test positive, stay home for at least 5 days, isolate from others in your home, and follow the full isolation recommendations below
  - a. If you have no symptoms, Day 0 is the day you were tested, not the day you received your results – day 1 is the first full day following the day you were tested. If you develop symptoms within the 10 days of when you were tested, the clock restarts at day 0 on the day of symptom onset.
  - b. If you have symptoms, Day 0 of isolation is the day of symptom onset, regardless of when you test positive. Day 1 is the first full day after the day your symptoms started.
2. The staff member may end isolation and return to work after COVID-19 positive result
  - a. If you had no symptoms – you may end your isolation after day 5.
  - b. If you had symptoms you may end isolation after day 5 if:
    - i. you are fever free for 24 hrs without the use of fever-reducing medication and your symptoms are improving. If you still have a fever or your other symptoms have not improved, continue to isolate yourself until your symptoms improve.
    - ii. Continue to wear a mask (even though you are feeling better) through day 10.
    - iii. If you have access to antigen tests, with two sequential negative tests 48 hrs apart, you may remove your mask sooner than day 10.

## 2. **SECTION 2 – Guest Policies**

A guest is any individual who is not a staff member of Hillel Milwaukee but is physically inside the building OR is attending a Hillel-sponsored event/engagement inside the building. This includes but is not limited to students, young adults, Board of Directors members, community members, cleaning/maintenance staff, or any individual who spends more than five minutes in the building.

### a. **Entering the Building / Attending a Hillel Event or Meeting in the building**

- i. All guests will be asked to stay home if they are experiencing any COVID-19 like symptoms.
- ii. All guests will be required to adhere to building hygiene protocols listed in Section 3 - Building Policies.
- iii. While mask-wearing is strongly recommended at Hillel, guests will not be required to wear a mask while in the Hillel building or at a Hillel-sponsored function (unless the venue states otherwise).
- iv. Guests will be required to properly wear masks and gloves while preparing food.
- v. All guests will be asked to sign in digitally for contact tracing and vaccination status will be requested but not required. Guests will be asked to self-attest their vaccination status.
- vi. Hillel staff expects guests to disinfect their work areas (prior to leaving) as well as touched surfaces after using the restroom. Disinfecting supplies will be provided.

### b. **Positive COVID-19 Protocol**

- i. In the event a guest tests positive for COVID-19 (regardless of vaccination status), the following actions must occur before the guest may end isolation and return to a Hillel sponsored event after COVID-19 positive result
  1. If you had no symptoms – you may end your isolation after day 5.
  2. If you had symptoms you may end isolation after day 5 if:
    - a. you are fever free for 24 hrs without the use of fever-reducing medication and your symptoms are improving. If you still have a fever or your other symptoms have not improved, continue to isolate yourself until your symptoms improve.
    - b. Continue to wear a mask (even though you are feeling better) through day 10.
    - c. If you have access to antigen tests, with two sequential negative tests 48 hrs apart, you may remove your mask sooner than day 10.

## 3. **SECTION 3 – Building Policies**

- a. **Air Filters** – Hillel has installed both HEPA and MERV filters to increase air quality. Filters will be replaced as directed.

### b. **Cleaning Policies**

- i. The building will be professionally cleaned twice weekly.

- ii. Hillel expects staff members to keep individual housekeeping practices, including routine and frequent cleaning and disinfecting of the individual workspace, desktops, and telephones.
- iii. Hillel expects guests to disinfect their work areas before leaving. Disinfecting supplies will be provided.
- iv. Hillel expects staff members and guests to disinfect the toilet flusher, faucet, light switch, and handles after using the restroom.

c. **Hygiene Policies**

- i. Utilize sanitation stations
- ii. Practice frequent handwashing, and limit your surface contact
- iii. Guests (and staff) should not enter the building or attend Hillel-sponsored events if they are feeling sick.

d. **Testing and Vaccination Postings**

- i. Hillel will publicly post (in the building and on its website) a list of resources where guests and staff can get information on testing and vaccination locations.

#### 4. **SECTION 4 – Event / Meeting Policies**

An event / meeting is any gathering with more than one person, inside or outside of the Hillel building.

a. **Masks**

- i. While mask wearing is strongly recommended at Hillel, guests and staff will not be required to wear a mask while in the Hillel building or at a Hillel sponsored event/engagement with the exception of the below instance:
  - 1. For ongoing cohort programs (i.e. – JLF, ILF, IJLF, Side by Side Orientations, etc.) group norms will be discussed and set to determine the mask wearing protocol for the group. If one member of the group would like the entire group to mask, out of respect for the health of our community, we expect the entire group to remain masked for the duration of the program unless they are actively eating or drinking.
  - 2. KN95 or surgical masks must be worn for food serving and preparation.

b. **Food and Beverage**

- i. All food and beverage will be individually wrapped and/or served by Hillel staff who are gloved and masked. Special circumstances of self-served food will be determined by Hillel staff.

- ii. All food made in the Hillel kitchen/building will be prepared wearing masks and gloves.
  - iii. Guest access to the Milwaukee kitchen is based on staff discretion.
- c. **On Campus Events** – Any student-run program on campus will need to abide by campus COVID-19 guidelines for large and small event gatherings. Staff will abide by university guidelines if in attendance.
- d. **Rideshare Policies for Events** – Hillel will continue to provide rideshare for students and young adults. Hillel will adhere to the policies set by each individual rideshare company.
- e. **Hillel Sponsored Travel** – The decision on whether or not to move forward with Hillel sponsored trips (both abroad and domestically), will be based on travel restrictions to and within the final destination, financial considerations, student interest and other relevant factors.
- f. **Exposure & Symptoms Protocol** – In the event that Hillel is made aware that there is a chance of exposure at an event or engagement from an individual who tests positive for COVID-19, the following protocol will be put in place.
  - i. Hillel staff will send an email to all participants of the event/engagement informing them that there has been a positive COVID-19 exposure and any other relevant information that the exposed individual wishes to share. The email will include the timeline of knowledge received. Hillel will NOT use any other identifying attributes (name, sex, age, etc.) without consent. Hillel will also include the most up-to-date CDC protocols regarding testing.
  - ii. Staff will adhere to the Section 1 - Staff Exposure & Symptoms protocol.

## 5. **SECTION 5 – Key Measures for Reconsideration – Suspension**

- a. We will be measuring these data points as a trigger for convening the Board of Directors for suspending building usage:
  - i. Five-day increase in the percentage of positive tests – Milwaukee County
  - ii. Governmental orders (federal, state, county, city) directly affecting Hillel’s onsite service areas building capacity, usage
  - iii. Expert guidance (ACA, CDC, etc.) directly addressing Hillel’s onsite service areas building capacity, usage
  - iv. Universities’ and MJF’s changes and protocols
- b. Should Hillel need to close/suspend in-person operation or expand safety protocols, the Executive Director in consultation with the Board Chair and Executive Committee, will notify the staff, students, and community at large through proper communication channels of changes.
- c. Easing of policies and restrictions requires Executive Committee approval. (Changes to policies and protocols will be reviewed with the EC on a monthly basis).