

Dear RMBL Researchers, Students and Staff,

Welcome to summer 2020! RMBL has adopted relatively strict operating procedures, beyond what are required by public health. These measures will help keep you healthy and minimize disruption to research. Our county has the virus under control after experiencing one of the nation's highest rate of infection. With scientists regularly arriving from locations across the country, we have adopted procedures to reduce the chance of a scientist contributing to an outbreak or Gothic suffering from an outbreak from the surrounding community.

Please read this playbook carefully prior to your arrival. It contains important information about what you'll need to bring to RMBL and new protocols you'll be expected to follow this summer.

You will find many more details below, but expectations for summer include:

- 7-day isolation upon arrival
- Masks will be required in common areas
- Nonessential travel to/from should be limited
- You will need to perform and document daily symptom checks
- Parking fees will be waived to reduce carpooling
- Group size will be limited to less than 10 people
- Dining hall meals will be takeout/delivery only through the end of June and likely longer
- Gothic will be closed to the public
- Many staff will be telecommuting
- There will be no linen rental

Items to procure now and bring with you to Gothic:

- Masks (non-medical masks are ok)
- Thermometer for daily symptom monitoring (any kind of thermometer is acceptable)
- Medications (to limit your down valley trips and minimize problems with shortages)
- Hand sanitizer (RMBL will provide sanitizer in all outhouses and common spaces)

Questions after reading this playbook? Contact Brett Biebuyck, Director of Administration, brett@rmbf.org or Kelly Sudderth, Chief Operating Officer kelly@rmbf.org .

We can't wait to see you!

Rocky Mountain Biological Laboratory 2020 Covid19 Playbook

Adopted Administratively May 20, 2020

Last Revision: May 20, 2020

<<insert revision history here>>

TABLE OF CONTENTS

Executive Summary: Overview of Summer 2020 Operations.....	3
Introduction.....	5
Public Health Orders & RMBL’s Requirements	7
Communication of Risks and Vulnerable Individuals	7
Protocols Applicable to All Activities	8
Isolating in Cabins.....	10
Lab Group Safety Plans	11
Common Areas.....	11
Residency in Gothic	12
Outhouse Management.....	13
Dining.....	13
Groceries, Materials & Supplies Procurement, Mail & Packages, Printing	13
Research Activities	14
Undergraduate Research Program	15
K-12 Programs.....	16
Additional Safety Measures / Considerations	16
Appendix 1: Gunnison County Tentative Re-Opening Plan, published 4/24/20.....	18
Appendix 2: RMBL Board Strategy, adopted 4/6/20.....	20
Appendix 3: Revised and updated cancellation policy, adopted 5/1/20.....	22

EXECUTIVE SUMMARY: OVERVIEW OF SUMMER 2020 OPERATIONS

Goal

The goal of this plan is to enable the continuation of critical research projects while protecting the safety of the individuals conducting the research, ensuring our scientists do not bring the virus to the community, and through appropriate practices make certain we do not amplify transmission of the virus if Gunnison experiences another round of community spread. Given the potential for a second wave of the virus, the fact that our scientists are typically here for 2-4 months, and the importance of hosting scientists through a second wave, we have developed a restrictive operational plan going beyond current county expectations. The plan focuses on paring operations back to critical research activities, reducing contact within the RMBL community, reducing contact between RMBL and the larger community, and aggressive hygiene and social distancing measures.

Importance of RMBL's Operation

Enabling RMBL to operate, even on a limited basis, is of national importance. The loss of field seasons because of the virus threatens to significantly set back important scientific advances concerning food, water, air, and disease across for years to come. As the virus outbreak demonstrates, the quality of our lives and economic vitality depend upon the interface between humans and the environment. Policy and management are ideally based upon a foundation of scientific understanding. Field stations serve as critical infrastructure at the interface between scientists, society, and the environment.

As one of the world's largest field stations, RMBL is a critical part of the global scientific infrastructure for understanding the world. There is an embedded investment by the US and other countries on the order of hundreds of millions of dollars. RMBL hosts one of the largest collections of long-term studies, extending as far back as six decades. Many of these studies require making observations of an animal or plant for its entire lifetime, and loss of a single year undermines all previous observations. Additionally, we have scientists at vulnerable career stages for whom loss of a field season could be devastating.

Development and Modification of Operating Procedures

RMBL's strategies for operating during the coronavirus have been reviewed and approved by RMBL's Board and Gunnison County Public Health. RMBL staff have developed the operating details within the context of those approvals. As RMBL learns more about how to operate safely and effectively within the context of the virus, we will improve these operating procedures. However, some high level changes are subject to review by the Board and/or County Public Health, and will not necessarily be changed, or changed quickly.

Strategies

We have developed these general strategies to allow research to proceed.

Reducing Introduction of Virus by RMBL to Larger Community

- Limit individuals traveling to live in Gothic to those actively involved in research; no visiting scientists, seminar speakers, or alumni.
- We will encourage scientists to hire local research staff when possible to reduce the number of scientists traveling to RMBL.
- Upon arrival, individuals will be required to self-isolate for 7 days, including no travel to retail businesses or for food purchases in the Gunnison County.

Reducing Transmission/Contacts Between RMBL and Larger Community

- We have closed Gothic to non-RMBL visitors; there will be no public outhouses.
- We will staff 1-2 employees at the Visitor Center to help manage public impacts and minimize the public coming into the townsite.
- We will not have onsite retail operations. The Visitor Center will operate as an online-only store and the Coffee Lab will not operate in Gothic.
- We may have the high school course in Gothic, but programs for younger children will happen elsewhere (if at all).
- We have canceled group gatherings involving the public, including seminars, public lectures, tours, the Marathon and Historic Preservation Dinner.
- We will discourage nonessential travel to/from "down valley" locations by having RMBL provide delivery services, including food and supplies, to Gothic residents.
- Local RMBL staff who do not need to be present at Gothic will continue to work from home, or as appropriate, at RMBL's CB office, though we will have some staff onsite to ensure effective communications.

Reducing Transmission/Contacts Within RMBL Community

- Group gatherings will not be held.
- We will decrease peak housing capacity by approximately one-third to reduce overall density and eliminate sharing of bedrooms spaces by individuals who are not family members, partners, or who are not working closely together on a regular basis.
- When multiple individuals live in the same building, we will compartmentalize housing by family or work units that are already interacting.
- We will only house vulnerable individuals, including 65+ year-old individuals, in cabins by themselves or with family members.
- We will operate the dining hall on a take-out or delivery basis through June, only opening after July for onsite service if onsite service at restaurants is allowed countywide, and subject to all requirements involving hygiene, social distancing, and other measures as detailed for restaurants.
- Access to common use spaces, including lab buildings, will only be allowed for activities essential to the conduct of field research.
- To discourage sharing of transportation we will encourage RMBL community members to bring their own cars, including waiving parking fees.
- We will require RMBL staff, Gothic residents, and anybody working on RMBL property, to practice and document daily symptom monitoring.

- We will require symptomatic individuals to be tested within 24 hours, or as soon as is feasible if tests are not available.
- We will retain excess housing so we can isolate individuals who have tested positive, or symptomatic individuals who have come into contact with someone who has tested positive, as well as ensure isolation of individuals who have contact with symptomatic individuals (more than 10 minutes within six feet) within 48 hours of the onset of symptoms. Individuals in isolation will be removed to their own housing, not have access to any common areas, and be required to stay at least six feet from everybody when/if traveling outside.
- Individuals moving into isolation will remain in isolation for at least 10 days, or 3 days after the resolution of any fever of 100.4+ without medication, whichever is longer.
- We will implement best safety practices for all areas of operation as detailed in the section "Protocols Applicable to All Activities".

INTRODUCTION

Purpose of this document. This is a living document that will guide operational decisions and activities throughout the coronavirus pandemic. We are facing unprecedented conditions and risks, so a definitive, all-inclusive guide is an unrealistic goal. Rather, this document is meant to be a "playbook" to:

- Establish a framework for operating during the pandemic, including goals, priorities and protocols;
- Lay out the logic for our approach and decisions;
- Inform an operational plan to be presented to Gunnison County; and
- Provide transparency and accountability for staff and community members.

At least weekly we will evaluate amendments to this plan, constrained by any County approvals and applicable State/County health orders. As changes are made, they will be communicated to the RMBL staff in staff meetings and to the larger RMBL community in the weekly e-bulletin, using email and physical signs if more urgent communications are needed, at the discretion of the Chief Operating Officer. Questions, ideas or concerns may be presented at any time to the Chief Operating Officer: kelly@rmbbl.org.

We will do our best to service scientists and undergraduate researchers. We serve scientists and undergraduate researchers. The pandemic limits our ability to offer and support a "normal" field season. In terms of space allocations, we will prioritize research over other activities (undergraduate research program, K-12, staff not essential to operations, visitors). Within research space allocations, we will follow existing guidelines (research code, housing guidelines) for prioritization of space, with flexibility for staff to adapt to the unique circumstances, *honoring the intent established in existing prioritization standards with an eye toward protecting scientists in vulnerable career stages*. We will explore innovative options for supporting research (e.g.

hiring/supervising local research assistants, enabling online supervision of research assistants in the field.)

RMBL is an integral part of the Gunnison Valley community. Both for ethical reasons, and because RMBL's long-term viability depends upon a healthy Gunnison community, RMBL cannot do anything that puts the community at risk. This valley was an early hotspot in the pandemic, and drastic lockdowns in March narrowly prevented a public health disaster. At least six people have died and hundreds have experienced serious health problems, some long-term. The economic toll has been devastating – some businesses are closing for good and residents are facing severe economic hardship. Some will be forced to leave. RMBL is an integral party of this community, and we have a responsibility to be the very best “citizen” we can be. It is critical that RMBL visitors respect local health orders and RMBL's protocols. To those of you who are visiting RMBL for the field season – we know you love this place as much as we do, so please do your part to help protect it.

New norms, new expectations. Communities all over the world are establishing new norms and new expectations for how we care for each other. Until the pandemic passes, life at RMBL will be different. We will wear masks. We will wave from afar rather than greeting each other with bear hugs. Some programs will be online. Some staff will continue to work from home, or maybe stagger schedules in Gothic. Traditional aspects of life in Gothic –seminars, the 4th of July 1/3 marathon, cabin dance parties, meals in the dining hall – will be postponed until we can safely gather in large(r) groups. But some things will not change. Our commitment to researchers and students is unwavering. Through all of this, creating and nurturing an environment of trust and forgiveness is essential. ***We will not get everything right, and the best way to get through this together will be to trust that we did the best we could at the time.***

We're in this together. If people stay healthy and follow the protocols outline below, everyone will be able to do more this summer. We are each responsible for the health and safety of the RMBL community. Asymptomatic carriers are a risk, so even if we “feel fine” or believe we have developed an immunity from prior exposure, we have an obligation to protect our colleagues and friends by following social distancing and hygiene protocols. If the virus gets to Gothic, aggressively reducing contacts is one of the most effective mechanisms to keep it from spreading. Additionally, reducing contacts will minimize how many people will have to go into isolation because of contact with an infected individual.

Safety is non-negotiable. We will follow the recommendations and guidelines issued by public health officials and/or infectious disease experts so as not to expose our staff and visitors to unacceptable health risks. We will do our best to prevent an outbreak in Gothic, or if one occurs, to contain it.

Mental health matters. We know that prolonged isolation is difficult. And we know that summers in Gothic are a special time. We welcome RMBL community members to try creative virtual and distance ways of connecting. We ask that you proactively reach out if you are

struggling, contacting a staff member as well as any friends. We can't help you if we don't know you need help.

We will plan for a second wave. Despite our own best efforts at RMBL, a subsequent wave of infection is likely to occur in the Gunnison Valley, necessitating a return of more restrictive health orders. We are implementing more restrictive standards than what is expected in Gunnison County so that RMBL researchers and students might be allowed to stay if other visitors are asked to leave.

PUBLIC HEALTH ORDERS & RMBL'S REQUIREMENTS

RMBL operates under the jurisdiction of Gunnison County. Legally, we must comply with public health orders issued by Gunnison County or the State of Colorado. At times we may decide it is in RMBL's best interests to implement more restrictive measures than those required by the County or State. If/when we do so, we will explain the rationale for our decision.

At this time (5/20/20), Gunnison County is operating under the 9th Amended Public Health Order issued on May 12, 2020. The full health order can be found [here](#).

The State of Colorado is operating under a "Safer at Home" order, which can be found [here](#). It is expected that the State will issue a new public health order on or around May 25. Gunnison County can only relax restrictions beyond the "Safer at Home" order if the State grants an exemption. RMBL is subject to the Gunnison County Public Health Order because it is considered more restrictive than the State Public Health Order.

Individuals will only be allowed to live and/or work at/through RMBL if they sign our updated operational plan and agree to abide by RMBL's operational plan, including daily symptom monitoring and safety protocols. RMBL understands that individuals have the right to engage in activities not allowed in this operational plan. However, because such activities may put the larger scientific community at risk, we reserve the right to refuse service to anybody. Those services include, but are not limited to, housing at RMBL, access to RMBL laboratory space or equipment, working on RMBL property, working on federal lands through RMBL's special use permits, and accessing private property through permission obtained by RMBL.

COMMUNICATION OF RISKS AND VULNERABLE INDIVIDUALS

Please be aware of the risks of working at RMBL and the risks of traveling to Gunnison County. Gunnison experienced high rates of transmission leading to one of the highest infection rates confirmed through testing in the United States, despite most symptomatic individuals not

having access to tests. One of the most common serious complications associated with Covid19 is a struggle to breathe. Gunnison's high elevation and low oxygen levels only make this worse. Furthermore, Gunnison County has one hospital with a limited number of beds and no intensive care unit. In a regional epidemic there is no guarantee of beds elsewhere, especially problematic since one of the first standard interventions in Gunnison is to remove individuals struggling to breathe to lower elevations.

Because of these risks, we will require all individuals to complete a new emergency contact form acknowledging they have a plan for evacuating to a lower elevation if that becomes necessary for their personal health.

Given the risks of being in Gunnison County, RMBL has a special responsibility to protect vulnerable individuals at greater risk of serious health complications from the virus. Using the State of Colorado's definition of Vulnerable Individuals, we will comply with any requirements in state or county public health orders pertaining to Vulnerable Individuals, such as workplace accommodations for employees. Furthermore, we will only house Vulnerable Individuals in buildings by themselves or with family members.

Vulnerable Individual means:

1. Individuals who are 65 years and older;
2. Individuals with chronic lung disease;
3. Individuals who have serious heart conditions;
4. Individuals who are immunocompromised;
5. Pregnant women; and
6. Individuals determined to be high risk by a licensed healthcare provider.
7. Currently the CDC considers individuals with moderate to severe asthma as vulnerable. Emerging data, however, currently suggests that asthma does not create complications with the virus. We will let you decide whether you consider your asthma as classifying you as vulnerable.

PROTOCOLS APPLICABLE TO ALL ACTIVITIES

The following protocols are applicable to all activities in the Gothic townsite and in the Town Office. Exemptions may be approved by the Chief Operating Officer and will only be provided in exceptional circumstances, such as circumstances where animal welfare or other safety considerations could be compromised. A CDC-approved disinfectant, which we will provide for all common use areas, must be used for all disinfecting activities. A list can be found here: <https://www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2>

FACE MASKS

Masks must be worn in all common areas and outside if there is a reasonable expectation of passing within 6 feet of each other. Non-medical masks are acceptable, ideally double layered, tightly woven, and washable fabric. RMBL will provide masks for staff, but all other individuals must provide their own masks.

SOCIAL DISTANCING EXPECTATIONS

Individuals shall:

- Maintain at least a six-foot distance from other individuals, unless research protocols require closer contact, and additional appropriate measures for safety are used (e.g. PPE);
- Wash hands with soap and water for at least 20 seconds or use hand sanitizer after (and if possible before) contact with common use items (e.g., door knobs);
- Cover coughs or sneezes into the sleeve or elbow, not hands;
- Not shake hands.

PERSONAL HYGIENE / HANDWASHING / HAND SANITIZER / CLEANING

RMBL will offer hand sanitizer in every outhouse and at common area entrances though individuals can use their own hand sanitizer. Hand soap will be provided at all sinks and in all cabins. Individuals should wash their hands thoroughly with soap and water (or use hand sanitizer) every time they enter their cabins. Cleaning is a shared responsibility; assist RMBL cleaning crew by regularly cleaning high-touch surface.

DAILY HEALTH CHECKS FOR EVERYONE & ISOLATION FOR SYMPTOMATIC INDIVIDUALS

As required by Colorado Public Health Order 20-28, all employees reporting to Gothic or the Town Office must complete and record a daily symptom check, including temperature. We also require all individuals living in Gothic, or working on RMBL property, to also check and record symptoms daily. See the form "RMBL Symptom Monitoring: COVID-19" for more information and guidance.

RMBL personnel are not health professionals and they will not help individuals determine whether any symptoms they experience might be COVID-related. On the symptom monitoring form we have provided guidance from the Gunnison County Health Department and the State of Colorado to assist individuals in making their own determination as to whether their symptoms might be COVID-related. Participating in research activities at RMBL and residing in Gothic means accepting that individuals will be making their own assessments regarding any symptoms they show.

GROUP SIZE & SOCIAL GATHERINGS

Group size will be limited to ten or fewer people. This includes group size for hikes and other outdoor activities.

Indoor social gatherings in Gothic should generally be limited to individuals who reside in the same cabin or small groups who otherwise have regular contact (lab groups, for example).

Social gatherings occurring outside are permitted in Gothic, but social distancing must always be maintained, and the group size limited to ten or fewer people.

LIMITING NONESSENTIAL TRIPS TO/FROM GOTHIC/DOWN VALLEY

Limiting contact with individuals outside your lab group and/or household is an effective strategy to limit and contain virus transmission. Nonessential travel between Gothic and down valley areas is discouraged but not prohibited.

ISOLATION UPON ARRIVAL IN GOTHIC

Upon arrival, individuals will be required to self-isolate for 7 days, including no travel to retail businesses or for food purchases in the Gunnison County, no access to shared spaces, including laboratory spaces unless authorized by the Director of Administration, no socializing outside, and staying at least six feet from all individuals when/if traveling outside. After the 7 days is complete, travel within the State of Colorado will not require isolation upon return to Gothic, provided that in-state travel is permitted by health orders at that time. We ask that anyone who travels within the state be mindful of any "hot spot" outbreaks and the risks of exposure.

VEHICLES

For summer 2020, to support social distancing requirements and our compartmentalization strategy, we will encourage researchers, students, and staff to keep vehicles in Gothic. We will waive parking fees.

ENFORCEMENT

All staff, Gothic residents and other RMBL visitors (including researchers residing elsewhere in the valley) are expected to comply with these protocols. Researchers and students who choose to disregard these protocols may be asked to leave. The Chief Operating Officer will initially handle all disciplinary actions (including verbal and/or written warnings) and the Executive Director will make final decisions if a community member is asked to leave. While in most circumstances we will provide a warning and an opportunity for an individual to correct their behavior, we reserve the right to immediately dismiss an individual if they wantonly put others at risk, or their behavior seriously threatens the health and integrity of the community.

ISOLATING IN CABINS

Guidance from the CDC and the State of Colorado confirms that a person's residence is the preferred place of isolation for symptomatic individuals, even while they await testing and/or results. We will reserve Rogers Boggs and Maroon cabins for presumed positive and positive cases. This means you may share your cabin (but not a bedroom) with an individual who is symptomatic but not confirmed positive with a test or otherwise presumed positive. (Presumed positive means you have had close contact with a confirmed case within the last 14 days AND you are symptomatic with COVID-19 symptoms.)

LAB GROUP SAFETY PLANS

Each lab group must develop and file their own coronavirus safety plan with the Science Director. RMBL will not assume responsibility or liability resulting from the protocols in those plans. If necessary, for the conduct of research, limited exceptions to social distancing requirements for individuals who are not in the same household will be considered by the Chief Operating Officer, but only in extreme circumstances where other safety and health considerations are at risk. If lab teams file safety plans with their home institutions, RMBL will accept that safety plan if the following items are addressed. Lab group fieldwork plans must comply with whatever public health orders are currently in place.

Items to be addressed in each lab's safety plan include the following:

- Daily symptom monitoring protocols
- Interactions between Gunnison County residents and Gothic residents. For teams that have a mixture of local Gunnison County residents and Gothic residents, how will interactions among these two groups be managed?
- Travel to field sites: How will lab team members travel to field sites? If vehicles are used, who will share a vehicle and who will drive separately?
- Social Distancing and research activities: How will Social Distancing be achieved during field work? If Social Distancing is impossible for limited periods of time, please explain the situation and how PPE will be used. This situation must be approved in advance by the Chief Operating Officer.
- Supplies: How will your team get research and personal supplies that they do not already have in Gothic?

If clarification is needed, for example, difficulties maintaining social distancing while safely handling animals or other types of sampling, please contact the Director of Administration or the Science Director.

COMMON AREAS

Washers/dryers. Multiple individuals can utilize the laundry machines at one time, but only one person should be in the laundry room at a time. Signage will be posted asking individuals to use hand sanitizer upon entry and disinfecting supplies will be provided so individuals can wipe surfaces after use.

Main hall in billy barr community center. The main hall in the bbcc will be closed, accessible only to the dining hall staff, except that up to 10 individuals may work (though not eat) in the main room if social distancing is maintained, work areas are cleaned before and after use, and such use does not disrupt use by the dining hall staff.

Boardroom in billy barr community center. The boardroom will only be available for use by advance reservation through the administrative office. Social distancing must be maintained, and work areas must be cleaned before and after use.

Domestic kitchen in the billy barr community center. The domestic kitchen will only be open to individuals who have written permission from the Director of Administration (e.g., for reasons because of allergies, dietary needs, or a lack of cooking space in their cabin of residence). Only individuals from the same cabin may be in the domestic kitchen at the same time.

Barclay classrooms and computer lab. The classrooms and computer lab in Barclay will be closed.

Johnson lab shower. The Johnson Lab shower will be reserved for use by vulnerable individuals by written permission of the Director of Administration.

Washhouse. We will establish and post a schedule by cabin for use of the washhouse. There is no expectation that you will be able to shower every day.

RESIDENCY IN GOTHIC

To minimize the risk of transmission to and within the community, and to increase our ability to keep people in Gothic during a second wave, we have adopted the following measures.

Strategies:

- 1) Reducing maximum Gothic occupancy by approximately one-third.
- 2) Prioritize people who have a compelling reason to be in Gothic.
- 3) Limit shared bedrooms.
- 4) Create "households" to limit interaction among individuals and reduce the number of people that must go into isolation if the virus reaches Gothic.
- 5) For stays starting June 20 or earlier, we will only permit stays of 30 days or longer. We may extend this requirement beyond June 20.
- 6) Encourage "households" to arrive at the same time and require households to stay in isolation until the last individual in the household has cleared isolation.
- 7) Total isolation upon arrival will only be required if mandated in a public health order.
- 8) Visitors will stay out of labs for the first 7 days after arrival.
- 9) Only dining hall staff will shower in the dining hall.
- 10) Strict disinfection of cabins and bedrooms in between groups, with at least 48 hours vacancy between new residents.
- 11) RMBL will not provide any linens this summer.

12) The washhouse will only be open to individuals in cabins without showers. There will be a schedule for shower house use, based on lab groups and/or household groups. Groups must disinfect showers before use, following protocols established and posted by RMBL.

OUTHOUSE MANAGEMENT

We will assign outhouses to residents based on your cabin assignment. Generally, the occupants of no more than 4 bedrooms will share an outhouse. Outhouses around the GRC will be considered “common use”.

RMBL will provide hand sanitizer and disinfecting supplies for outhouses. Disinfecting protocols will be provided via signage and disinfection will be a shared responsibility among RMBL staff and community members.

DINING

We will follow all Gunnison County public health orders for restaurants for food service in Gothic, and potentially be more restrictive. We will only serve Gothic residents, with no meal service for the general public. We will only provide delivery/takeout food to Gothic residents through June. After June we will only consider providing sit down meals if restaurants are generally allowed to operate that way, and subject to all restrictions in place for restaurants.

GROCERIES, MATERIALS & SUPPLIES PROCUREMENT, MAIL & PACKAGES, PRINTING

Groceries. RMBL will organize grocery pickup and delivery from City Market in Gunnison, using their “ClickList” service or taking advantage of Sysco deliveries, as appropriate. For ClickList service, researchers will order and pay online and schedule pickup within a pre-determined window. Based on demand, we will establish several “windows” per week. RMBL staff will pick up the groceries and deliver to the researchers’ cabin. Researchers will need to be present at their cabin to accept delivery. Additionally, we will consider organizing weekly CSA share delivery through Mountain Roots or Farm Runners if there is enough interest from the RMBL community.

Materials & Supplies. RMBL staff make trips to town five days/week (Monday-Friday) for mail pickup and town errands. We will pick up supplies from Ace Hardware and Alpine Lumber if researchers organize ordering and payment ahead of time.

Mail & Package Delivery. The mail room in Willey admin building will be closed this summer. Mail and packages will be delivered to cabins for Gothic residents. The admin staff will establish a “package log” so community members can check online to see if their package has arrived in Gothic. Community members not residing in Gothic can pick up packages at the admin office in Town Hall.

Computer Lab. The computer lab will be closed this summer. Researchers and students who need to print materials can email their requests to katie@rmbll.org. Katie will print their materials and organize delivery to their cabins. Scientists are encouraged to bring their own printers for use in their cabins, if they anticipate needing to print frequently.

RESEARCH ACTIVITIES

Fieldwork in the Gothic townsite. Masks must be worn if there is a reasonable expectation of passing within 6 feet of someone who is not in your household. Social distancing must be maintained.

Fieldwork outside the Gothic townsite. Follow your lab’s safety plan.

Private Labs. Labs are only open for activities that must be performed in the lab space. Labs may not be used as an office or “quiet space” to complete non-lab activities, except by prior written permission from the Director of Administration. Private labs are restricted to members of that lab group. As much as practical, we will house members of the same lab group in the same cabin. Multiple individuals may only be in the same lab at the same time if they are living in the same household.

Laboratory buildings, including the Gothic Research Center (GRC), Willey building, Johnson lab, and the Natural History building.

- No entry for the first 7 days after arrival in Gothic.
- Individuals working under a RMBL approved research plan and under their lab group’s Coronavirus safety plan are allowed to enter the laboratory buildings, after their 7-day quarantine period ends. Approved RMBL staff may also enter the laboratory buildings. No one else may enter lab buildings.
- All individuals must enter the GRC by the south doors near the circle turnaround and exit by the north doors near the potting bench.
- Masks must be worn upon entry and exit from a building and in all common use areas. Masks may only be removed inside a private lab space if people in the lab are members of the same household or if no one else is present.
- Common use areas: The number of people in the sample processing room, the precision techniques room, and the animal care suite is limited to one at a time. Two people are

allowed in the wet lab at one time, if they are at least six feet apart. Members of the same household may enter a room together. If a "maximum occupied" sign is showing on the door, do not enter. A sign-up sheet to reserve common spaces will be posted on each door. People entering a common use room must register their name on the log on the door. Space is available on a first-come, first-served basis.

- Wash your hands carefully with soap and water upon entering a private lab or a common use area if the room has a sink.
- Carefully clean surfaces after you touch them. Door handles and table surfaces and some equipment will be disinfected by spraying 70% isopropyl alcohol on a paper towel and wiping down the surface. Surfaces will be disinfected before and after use. This includes handles on all doors (interior and exterior), and door handles to fridges, freezers, the ultracold, the biosafety cabinet, the autoclave, the plant growth chamber, and drying ovens. In addition, table surfaces in the common use rooms (i.e, sample processing room, precision techniques room, animal care room, and wet lab) will be wiped down with the same isopropyl alcohol spray and paper towels after use. In addition, GPS receivers will also be disinfected after use. In some cases, 70% isopropyl alcohol wipes may be supplied in place of spray bottles and paper towels.
- Exceptions to disinfecting equipment: In the GRC, there are some pieces of equipment that CANNOT be disinfected. The Millipore deionized water machine cannot be disinfected. Instead, gloves will be worn while using this machine.. For the deionized water machine, anyone needing ultrapure water will put on a new pair of gloves, dispense water as needed, and immediately dispose of gloves. Balances will not be disinfected. Instead, plastic wrap will be placed over the buttons during use and plastic wrap will be discarded after use.
- The GCMS will not be available for use this summer.

UNDERGRADUATE RESEARCH PROGRAM

Program dates are June 8 – August 15. We will plan to welcome undergraduate research to Gothic as soon as we're able to safely and legally, and have housing capacity. Some students may complete the entire program remotely.

A young person's first summer in Gothic can be overwhelming. We know it will be even more isolating this summer. We ask that the entire community, within operational restrictions, provide emotional support.

K-12 PROGRAMS

We have cancelled Seedling Scientists, Nature Camp, Science Camp and Project Eco-STEM for summer 2020.

RMBL will offer limited programming outside of Gothic. These programs will be held outdoors, generally on forest service land. Additionally, we will offer virtual (online) programs for multi-generational age groups. We will not replicate what is offered elsewhere in the community.

We will consider offering two sessions of K-8 programming: one session in June, and then another in July. Families will be required to sign up for the full session.

Group size is always limited to ten or fewer people (students + instructors). Groups will consist of eight students plus two instructors. We will match students and instructors and keep them together for the duration of the program. These protocols will limit and then contain virus transmission. RMBL will provide "field excursion science kits" for students to eliminate sharing of materials. Face masks will be worn, and Social Distancing requirements will be met.

If we can safely offer a high school program in August, we will offer the program in Gothic, with high school students participating as student researchers.

ADDITIONAL SAFETY MEASURES / CONSIDERATIONS

We will relocate the Administration Office to the Weese building. Staff to assist with check-in and check-out will be available at the Weese building. We ask that all individuals maintain at least six feet of distancing from staff during check-in. If we did not observe this separation, and the staff person were to become symptomatic, all Gothic residents would be required to go into isolation. We will have staff available by phone during regular office hours for support. The Willey building will be closed to the community, except for RMBL staff and researchers with labs in the Willey building.

We will emphasize telecommuting. For staff who do not need to be in Gothic, we will emphasize telecommuting. We recognize the inherent challenges of working remotely and in isolation for extended periods of time, so we will permit staff to occasionally work in the Willey building in Gothic or in the Town Office. We will establish a calendar to ensure that no more than four staff are working in the Willey building at one time. At no time may staff share office space in the Willey building or in the Town office.

Under Colorado Public Health Order 20-28, any staff member who is also a vulnerable individual shall not be compelled to go to work during the pendency of this pandemic. Any staff member who feels they need workplace accommodations should contact the Chief Operating Officer.

We are canceling public programs in Gothic. We are cancelling seminars, public talks, the 4th of July 1/3 marathon, the Historic Preservation Dinner, and all tours.

No public outhouses and no retail storefront in Gothic. We will close outhouses to the public. The Visitor Center and Coffee Lab will be closed. We will offer an online store, and orders will be prepared for shipment out of the Visitor Center. We will install gates at road and path entrances along the county road. Visitor Center staff will be stationed in front of the visitor center to help manage public impacts, and we will allow docents to volunteer at the Judd Falls Trailhead.

Development activities. The development committee and RMBL supporters may host small social gatherings outside of Gothic if public health orders permit such activities. We will emphasize personal connection with existing donors rather than expanding our donor base. Special consideration will be given to events which include individuals who are already socializing outside RMBL, for example, neighbors, family members and close friends.

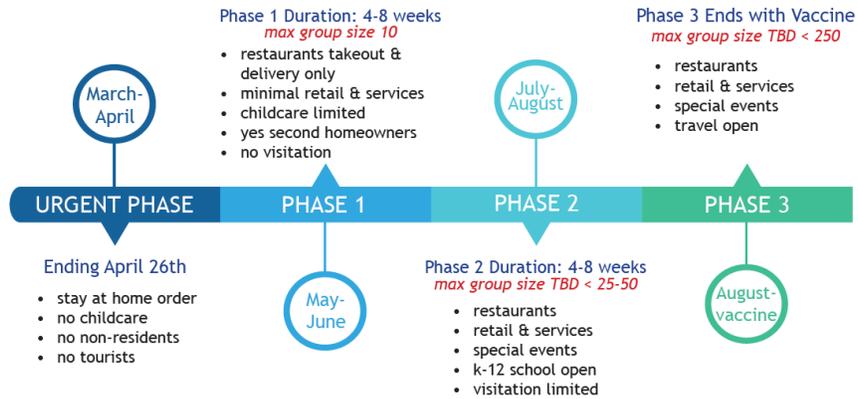
APPENDIX 1: Gunnison County Tentative Re-Opening Plan (published 4/24/20)



TENTATIVE RE-OPENING PLAN

All phases require: Social distancing, protecting the at-risk population, good hygiene, mask wearing, isolating symptomatic, and contact tracing

Guidelines and dates subject to change



Failure to minimize impacts of Covid-19 will result in return to previous phases as necessary

Last Updated: 4/24/2020

THE OPENING PHASES IN DETAIL

ACTIVITIES	PHASE 1	PHASE 2	PHASE 3
Gathering Size	10	TBD < 25-50	TBD < 250
Essential Business	Operate with social distancing protocol and exempted from gathering size		
Retail, Offices, Personal Services & other businesses not listed below	Social Distance Protocol required	Social Distance Protocol required	Social Distance Protocol required
Elective & Preventative Medical Care	Opened with Guidance	Continued Guidance	Continued Guidance
Childcare	Opened with Limitations	Opened with Guidance	Continued Guidance
K-12 Education	No Change - Distance Learning	Opened with Guidance	Continued Guidance
Restaurants & Bars	No Change - Takeout and Delivery Only	Social Distance Protocol required	Social Distance Protocol required
Low-risk recreation (golf / disc golf / noncontact sports)	Social Distance Protocol required	Social Distance Protocol required	Social Distance Protocol required
High-risk recreation (playgrounds / contact sports / activities with high-touch equipment)	No Change - Closed	Social Distance Protocol required	Social Distance Protocol required
Senior Centers	No Change - Closed	No Change - Closed	No Change - Closed
Gym / Fitness Centers	No Change - Closed	Social Distance Protocol required	Social Distance Protocol required
Lodging / Short Term Rentals	Open only for local residents, essential business, medical care, & emergencies	Reopen with Guidance	Open
Non-Resident Visitors	Strictly limited to essential business	limited	Open
Non-Resident Homeowners	Yes with Guidance	Yes	Yes

Last Updated:
4/24/2020

APPENDIX 2: RMBL Board Strategy, adopted April 6, 2020

To: RMBL Board

From: Coronavirus Committee (Bruce McLean, Dan Blumstein, Brian Wildes, Jill Anderson, Kailen Mooney), Ian Billick, and Kelly Sudderth

RE: Proposed Strategy for response to CoVID19

Date: April 6, 2020

The Board CoVID19 committee met and reviewed a draft strategy. We would like the full Board to consider the strategy (detailed below) for adoption. The staff will be presenting the committee a financial analysis the week of April 13, which will then be passed on to the full Board for review approximately one week later. While the strategy below sets general direction and provides context for financial and programmatic planning, it does not lock RMBL into a path.

The financial analysis will include three scenarios: our projections of the best, worst, and most likely scenarios. At that point the Board can set general financial direction.

Update on Coronavirus in Gunnison

Gunnison county is shut down. On Friday, April 3, they issued a public health order requiring all non-residents to leave. The county has not identified when, how, and under what conditions they will start relaxing restrictions.

There have been 93 positive tests, 1 death, and 687 self-reporting symptoms. As measured by the number of people self-reporting symptoms consistent with the virus as well as people being forwarded to the screening site, the rate of infection in the county has leveled off.

The hospital appears to be doing okay. They have plenty of open beds and have not had to utilize the overflow facilities at the Fred Field House by the rodeo grounds. My guess is that while the local hospital is doing fine, they are concerned about regional hospitals running out of ICU units. Gunnison does not have an ICU and has had to transfer 13 patients with respiratory issues to other hospitals. Many of the surrounding counties are two weeks behind Gunnison in terms of infection rates and associated closures.

Draft Strategy

Below is a draft strategy vetted by the committee. Once finalized, staff will have broad latitude to implement the Board-adopted strategy and evaluation of implementation will be reviewed based upon whether it is reasonable, subject to financial direction set by the Board.

Legal and Ethical

- A. We will follow legal constraints, including federal, state, and county closure orders, including the spirit as well as the legal law.
- B. We will follow the recommendations and guidelines issued by public health officials and/or infectious disease experts so as not to expose our staff and visitors to unacceptable health risks.

Research

- C. In terms of space allocations, we will prioritize research over other activities (undergrad research program, K-12, staff not essential to operations, visitors).
- D. Within research space allocations, we will follow existing guidelines (research code, housing guidelines) for prioritization of space, with flexibility for staff to adapt to the unique circumstances, honoring the intent established in existing prioritization standards with an eye towards protecting scientists in vulnerable career stages.

E. If there are significant limitations on the ability of scientists to travel to Gunnison County, we will explore innovative options for supporting research (e.g., hiring/supervising local research assistants, enabling online supervision of research assistants in the field).

Education

F. RMBL will run an undergrad program if feasible, though it may look very different than normal programs, including distance learning.

G. In similar fashion, we may craft a K-12 program that looks different than normal programs, including potentially distance learning.

Facilities and Staff Capacity

H. As part of maintaining RMBL's capacity, we will prioritize retaining year-round staff and seasonal employees who have worked multiple years for RMBL.

I. If it is financially practical, we will open most of RMBL's facilities (though not necessarily the dining hall) to ensure basic systems are working, and to facilitate rapid arrival of scientists and students, should the opportunity arise.

Financial

J. Financially, we will make decisions within the context of having a high degree of probability of operating through 2021, even with a potential closure in 2020.

K. We will aggressively pursue emerging relief opportunities, seeking board approval for legal obligation. For example, we will apply for a low-interest small business loan, some of which may be forgivable, so that we have maximum financial flexibility. However, we will not accept a loan offer without prior board approval.

L. For financial security we will prioritize completion of the conservation easement.

M. We will actively seek opportunities for maintaining revenues (e.g., distance learning, fall conferences) within the context of our mission and normal programs in order to minimize financial losses.

APPENDIX 3: Revised and updated Cancellation Policy

To: Kelly Sudderth, Chief Operating Officer
From: Ian Billick, Executive Director
RE: Cancellation Policies
Date: May 1, 2020

This is to update our cancellation policy in context of the coronavirus.

Pre-Coronavirus Policy

Between 1 April and 1 May, researchers or their assistants who change their length of stay for a total of more than 7 days (e.g. if you planned to be in Gothic for 65 days but change that to 57) will incur a one-time fee of \$100. Any date changes after 1 May that result in a total reduction in length of stay of more than 7 days during the period of June 1 and August 24 will result in a charge of 100% of the lost revenue associated with station fees, laboratory fees, and housing to RMBL (after the 7 days have been subtracted). Dates can be changed once at no charge. After one change has been made (either reduction or extension), we charge a \$25 processing fee for each additional change of dates affecting the period between June 1 and August 24. Fee waivers will only be granted in cases of personal illness (with doctor's documentation) or family emergencies such as death or illness in family. Researchers who decide after 1 May that they wish to extend the length of their stay should understand that it might not be possible if their housing or lab has been assigned to someone else. There is no financial penalty for extending a stay, just the chance that it might not be possible to accommodate your needs. If you decide to extend your stay, you will need to let the Administration Office know ASAP. You may not be able to stay in the same cabin if you extend your stay.

Coronavirus Modification

Coronavirus cases started emerging in the United States in late January, with the virus reaching Gunnison County, where RMBL is located, by the end of February. In response to the emerging crisis, on March 2 we communicated that we would waive cancellation fees for any RMBL community members impacted by the COVID-19 virus, including but not limited to situations in which individuals cancel visits or shorten stays because of sickness, and/or because of travel policies (e.g., colleges or universities limiting travel), travel advisories issued by governments, or cancellation of flights or other forms of travel).

The county quickly turned into one of the nation's hotspots, ranking at times as high as third in terms of counties by per capita case rate. On March 10 the Governor of Colorado declared a state of emergency related to the virus. On March 12 Gunnison County declared a local disaster emergency. On March 13, the President of the United States declared a national health emergency. On March 13, the Gunnison County Public Health Officer issued the first of at least 6 public health orders establishing limits around businesses and social activities, with the public schools closing the same day.

Retrospective analyses indicated that transmission peaked locally on March 16th with hospitalizations peaking March 30, and mortality following. By April 17th the county, along with the state and nation, was analyzing how to open. Within that context, I determined it is appropriate to update the cancellation policy.

Updated Policy

Moving forward the intent is to help scientists and student navigate continued uncertainty while allowing RMBL to make staffing and other spending commitments. Unlike early March, when the epidemic was starting, we now have much more information about the virus and its impacts on the ability of individuals to travel and organizations to operate. With this in my, I am updating the policy in the following ways:

1. We have been rapidly developing research programs, undergraduate training programs, and K-12 programs in response to limitations on travel and the ability to operate under new hygiene and social distancing requirements. Once we have established new programs, and once a scientist, student, parent, or other

community member reserves a space in those programs, they will be subject to the original cancellation requirements.

2. At no point will RMBL hold deposits or subject community members to cancellation fees for reservations made under the previous policy.
3. We will continue to be compassionate by continuing the original policy of granting fee waivers in cases of personal illness or family emergencies such as death or illness in the family
4. Because uncertainty will continue and it is impossible to anticipate all circumstances, RMBL's Chief Operating Officer will be empowered to waive the cancellation fee on a case by case basis. In analyzing a waiver request, she should carefully weigh RMBL's desire to balance the uncertainty experienced by community members because of the coronavirus with the financial commitments RMBL will need to be able to operate programs for all participants.