



PANDEMIC VOLUNTEER PROTOCOL

This Protocol applies only to volunteers working at the Abundant Harvest Kitchen located at 24803 Oakhurst Drive, Spring, TX 77386 (the “Kitchen”). The procedures do not apply to volunteers in other administrative functions or for worship gatherings at Saint Isidore Episcopal Church.

Background

The Abundant Harvest Kitchen is both a disaster response food provider and a social enterprise.

- As a **disaster response food provider**, the Abundant Harvest operates two static and two mobile food pantries in south and east Montgomery County Texas. As an official partner of the Montgomery County Food Bank and the northern hub for disaster relief operations for the Episcopal Diocese of Texas (EDOT), the Abundant Harvest operates as an Essential Business under the power and protection of the State of Texas Health and Human Services Commission during disaster and public health emergencies.
- As a **social enterprise**, the Abundant Harvest prepares, sells and dispenses meals and provides catering and event services to generate revenue to ensure the sustainability (close the revenue gap) of Saint Isidore.
- So far this year, the Abundant Harvest has **provided over 5,000 meals and 145,000 lbs. of food to the people of southeast Texas** and is providing on average 235 meals and 2,500 pounds of food each day during the current pandemic.
- With only two paid staff, the Abundant Harvest **relies entirely on volunteers** to fulfill its disaster response and social enterprise mission.

As of May 1, Montgomery County has experienced far less contagion from COVID-19 than other more populous, dense Texas counties.

- **Daily cases of COVID-19 peaked on April 14** and have been on a downward trend since then. Based on population, the confirmed infection rate is 0.08% and the fatality rate is 0.0014%. Over 74% of confirmed cases were age 60 and under.
- **Sufficient capacity exists in local hospitals** to support a surge of infection. Overall hospital capacity and utilization rates (beds, ICU and ventilator usage) have remained steady and under 28% according to the Southeast Texas Regional Advisory Council (SETRAC). COVID-19 patients are using only 1.5% of general use hospital bed and 3% of ICU beds currently. Ventilator usage is at 33% of capacity.

- The county **case fatality rate peaked on April 2** and is currently under 1.8%; all 12 deaths have been travel-related or from people having pre-existing chronic health conditions such as heart disease, diabetes, obesity, COPD, etc. Eight of the twelve reported deaths were from residents in two nursing homes or senior living facilities.
- **Medical and public protective supplies are not in short supply.**
- Active COVID-19 **diagnostic testing and contract tracing is in effect.** The positive test rate for COVID-19 is less than 9%.
- Effective May 1, the Texas Governor and Montgomery County Judge has allowed **food service facilities to open to the public with less than 25% capacity.**

Requirements

Anyone volunteering to work in the Kitchen must comply with the following requirements:

- **Register online** for a specified volunteer team and time period to ensure pre-screening and knowledge of volunteer guidelines.
- Complete a **written certification** each time they volunteer stating:
 - They are in good health and have no chronic underlying health condition including but not limited to heart/lung disease, high blood pressure, diabetes, cancer, auto-immune disease or are otherwise immunocompromised.
 - The do not have COVID-19 symptoms including fever, cough, shortness of breath or difficulty breathing, chills, headache, sore throat, chest pain/pressure, muscle pain/fatigue, blueish lips/face, loss of taste/smell, or confusion.¹
 - Have not traveled by cruise, train or airline (domestic or international) within the past 14 days.
 - Do not know or have not had contact with anyone who has known or suspected exposure to COVID-19 within the past 14 days.
 - Do not live with or serve as the primary caretaker for anyone who meets the criteria listed above.
- **Indemnify and sign a liability waiver** holding the Abundant Harvest, Saint Isidore and EDOT and its employees harmless during their volunteer activities.
- Complete a **health screening and intake briefing** prior to each time they volunteer:
 - Have their temperature taken to confirm no fever
 - Wash their hands often including once during intake

¹ See [cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms](https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms)

- Avoid close contact and maintain a minimum 6-foot social distance from other volunteers
 - Cover their mouth and nose with a non-medical cloth face cover all times
 - Cover coughs and sneezes with a tissue or the inside of their elbow, then wash their hands
 - Thoroughly clean and disinfect all frequently touched surfaces (kitchen areas, tables, electronics, doorknobs, countertops, etc.) each day before and after volunteers shifts.
 - Observe all posted notices including CDC² & Montgomery County Guidelines and follow the instructions of public health officials.
- The Abundant Harvest staff reserves the right to assign volunteer jobs based on age. Those **over the age of 65 will be limited in their volunteer capacity** to certain hours and roles designed to minimize any potential exposure to COVID-19.
- The number of volunteers and others present in the Kitchen may **not exceed 25 people** at any time.
- The Abundant Harvest and volunteers will stay up-to-date and **comply with any government guidelines & orders** issued by Governor of the State of Texas or the County Judge of Montgomery County.
- If any volunteer contracts or **tests positive for active COVID-19** infection, the Kitchen will be closed and thoroughly disinfected pursuant to CDC Guidelines.³ Anyone (staff or other volunteers) that had contact with the infected volunteer (proximity of closer than 6 feet for greater than 3 minutes) will be tested or need to quarantine for 14 days and not be allowed to work/volunteer for 14 days or until they test negative for COVID-19. Volunteers diagnosed with COVID-19 shouldn't return to the Kitchen until the CDC criteria to discontinue home isolation are met,⁴ in consultation with healthcare providers and state and local health departments.
- The Abundant Harvest staff will create an **emergency response plan** for a possible outbreak at the facility involving staff, volunteers or vendors that will include the quarantine provisions above and a thorough cleaning by an outside contractor.

² See [cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/prevention](https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/prevention)

³ See [cdc.gov/coronavirus/2019-ncov/community/organizations/cleaning-disinfection](https://www.cdc.gov/coronavirus/2019-ncov/community/organizations/cleaning-disinfection)

⁴ See [cdc.gov/coronavirus/2019-ncov/hcp/disposition-in-home-patients](https://www.cdc.gov/coronavirus/2019-ncov/hcp/disposition-in-home-patients)