

## **UCHA COVID-19 Guidelines & Re Opening**

*If any members or staff have been exposed to COVID-19, are experiencing symptoms, or have tested positive for the virus please, please contact UCHA CRISIS CREW to help us prevent an outbreak! Your info will be kept confidential to the best of our ability and we will connect you with resources! [crisiscrew@ucha.coop](mailto:crisiscrew@ucha.coop) (or contact Vanasis Oroujian or Bailey Kobelin)*

### **SUMMARY:**

These measures have been put into place to prioritize the health and safety of UCHA Members and Staff during this time of national emergency in order to maintain the services and operations of UCHA. Our reopening strategy assumes an easing of the COVID-19 pandemic and will follow in accordance with State and City restrictions as well as CDC guidelines. UCHA offers no housing guarantees and we reserve the right to amend internal policies and guidelines when we see fit.

### **OCCUPANCY:**

UCHA's maximum occupancy is 424 members. In light of the pandemic, occupancy goals are as follows:

Summer I 2020: 170-200 members  
Summer II 2020: 200-250 members  
Fall 2020: 250-257 members (65% maximum capacity)  
Winter 2020: TBD

With this in mind, UCHA has decided to convert all triple rooms into double rooms and some smaller doubles into singles upon request. Members may still request a room occupancy of three people if desired. For more information on this process, please contact the Membership Committee through their portal: <https://www.notion.so/Contact-the-Membership-Committee>. Adjusted Room & Board payments are *estimated* as follows:

## FALL 2020 *ESTIMATED* RATES

\*Prices are for the entire quarter & include food (19 meals per week)\*

<i>HHH</i>	<i>ROBISON</i>	<i>ESSENE</i>
Triple: \$1,786	Triple: \$1,903	Triple(regular): \$1,903
Double: \$1,786	Double: \$1,903	Triple (small): \$1,786
Suite: \$1,903	Quad: \$2,010	
Single: \$1,903	Single: \$2,078	

### **ADMISSIONS:**

The UCHA Admissions Policy remains consistent with our Articles of Incorporation, By-Laws, and Rules of the Association. Admissions remain open to all who qualify, see our [Application](#) page for details on how to apply! During this time, Fall 2020 applicants who have paid their \$650 reservation fee may request a refund from the accounting department ([accounting@ucha.coop](mailto:accounting@ucha.coop)) if they no longer intend to move into UCHA.

### **QUARTERLY CONTRACTS:**

UCHA members are still responsible for quarterly Room & Board payments. Check-in and Check-out days are listed below. If members do not check out by these dates, their contracts will be automatically renewed for the new quarter. Given that this time of emergency is so unpredictable for many of us, the \$100 breach of contract fee usually charged when a member does not give 30 day notice of their check-out, will be waived. Additionally, exceptions are being made on a case-by-case basis by the Board of Directors for requiring a replacement if a member must check out mid-quarter.

Summer II 2020:

*check in:* August 3rd

*check out:* September 11th

Fall 2020:

*check in:* Tuesday September 29th through Friday October 2nd

*check out:* December 18th

### **DISEASE PREVENTION:**

**Social Distancing** is required in all public areas of UCHA when possible. This means keeping a distance of 6 feet (1.8 meters) from other Co-ops and Staff.

**No Guest Policy** will remain in effect throughout Fall 2020 until deemed safe to reconsider. This means that no guests are allowed anywhere on UCHA premises for the safety of all members.

**Face Masks** are required to be worn by all members at all times when in public areas of UCHA. This does not include face coverings such as bandanas or scarves. You can request disposable surgical masks from Crisis Crew or the Kitchen.

**Hand Washing** frequently with soap for at least 20 seconds is advised. Especially before eating or touching your face or eyes!

**Hand Sanitizer** with 60% alcohol works best for killing germs, and can be found in the kitchen as well as other spaces that you might be working chore shifts.

### **ACCESS TO PUBLIC AREAS:**

#### ***Violators subject to an uncooperative fine***

**HHH Cafeteria** is no longer open for dining. Members will line up six feet apart to get their food. They are expected to swipe their Co-op ID Cards and they will be served their food on disposable plates/bowls by kitchen workers. Plastic cutlery is *no longer* provided by the kitchen. Silverware is available to be borrowed from the front office. If silverware is not returned upon check-out, a fine of \$5 will be issued. Ceramic mugs are also available at the front office as the kitchen will *no longer* provide plastic cups. A \$5 fine will also be issued for mugs that are not returned when a member checks out. When handling condiments or other cafeteria appliances, please use the plastic sheets provided. After receiving food, members are expected to

leave the cafeteria out of the patio doors. The only exception to this is given to kitchen workers on their breaks who will be allowed to sit in the cafeteria.

**HHH Patio** is open to limited dining on a first-come-first-serve basis. This means that members may eat or sit outside but must limit two people per table. If you are not eating, we strongly encourage you to keep your masks on!

**Robison Backyard** is open to the membership however gatherings may NOT exceed **10 people**. If more than 10 people are present at a gathering, please consider notifying Crisis Crew, Security, or volunteering to leave the group. Masks are required in group gatherings.

**Study Rooms** will begin to re-open in Fall 2020. Social distance guidelines must be followed. At all times members must respect 6 feet (1.8 meters) distance between other members and wear a face mask. Maximum occupancy for the study rooms is **3 people**. Currently room 423 is open. Cleaning supplies have been provided by Facilities and it is highly encouraged you use them before and after.

**T.V. Rooms** will remain closed until further notice.

**Computer Room** on the 6th floor is open for use. Social distance guidelines must be followed. At all times members must respect 6 feet (1.8 meters) distance between other members and wear face masks. Maximum occupancy for the computer room is **4 people**.

**Gym** is open to members. Maximum occupancy is **3 people**. Cleaning supplies have been provided by Facilities and it is highly encouraged you use them before and after.

### **QUARANTINE POLICY FOR NEW/RETURNING MEMBERS:**

All new or returning members will be required to self-quarantine for a period of 2 weeks from their official check-in day. We strongly encourage all new/returning members to get a COVID-19 test and provide their results to UCHA Crisis Crew ([crisiscrew@ucha.coop](mailto:crisiscrew@ucha.coop)). If negative test results are provided, self-quarantine will end before the mandated two weeks.

**Regardless if members test out or wait the two weeks, they must be officially cleared by Crisis Crew over email before they can work shifts and become a fully active member of UCHA.** Due to health and safety considerations, this policy will remain actively enforceable throughout Fall 2020 and into the future until amendments are needed per CDC guidelines.

Detailed below are the official COVID-19 Self-Quarantining Policies for new/returning members. Violation of these policies will result in a \$35 uncooperative fine:

- All members must wear a **face mask** in all public areas of UCHA. This does not include face coverings such as bandannas or scarves. You can contact the Crisis Crew for single-use surgical masks.
- Always maintain a **social distance of 6 feet (1.8 meters)** when possible in all public areas of UCHA.
- If you display **ANY symptoms** relating to COVID-19 or **test positive**, please inform the Crisis Crew immediately! You will be connected to resources and your information will be kept confidential to the best of our ability. We are here to help you and ensure the safety of our community!
- While you may leave UCHA premises to outside locations, you are **NOT permitted to congregate on ANY public areas of UCHA**. With the exception to obtain meals from the kitchen during meal times.
- You will be exempt from **chore shifts** during your quarantine, with the expectation that you will make those hours up at a later time. You are responsible for scheduling your regular chore shift and make-up shifts with the Assignment Manager's Office (AMO) preferably only over email [amo@ucha.coop](mailto:amo@ucha.coop) during the last week of your quarantine. Failure to do so may result in receiving a random shift wherever we have spots available.
- You will also be **exempt from bathroom cleaning shifts** during your quarantine. To sign up for shifts after your quarantine, check your Co-Op account. For any questions/concerns contact the Bathroom Crew [bathroomcrew@ucha.coop](mailto:bathroomcrew@ucha.coop)

### **ROOM PLACEMENT FOR QUARANTINED MEMBERS:**

New/returning members can be expected to be placed in an empty room in either HHH or Robison buildings upon arrival, and will share a room with at most one other person if they check-in on the same day. Members will self-quarantine in their assigned room and once their quarantine ends, they are expected to stay in that room with that roommate. If for whatever

reason there are issues with your room placement or roommate, please reach out to MemCom (<https://www.notion.so/Contact-the-Membership-Committee>).

A bathroom in the hallway will be clearly marked for quarantined members to use.

**Please only use this bathroom if you are in quarantine!** Please avoid this bathroom if you are not in quarantine! This is to ensure the safety of our current members and the whole of UCHA. Current members will be exempt from cleaning bathrooms marked for quarantine until they are no longer marked. Please reach out to the Bathroom Crew with any concerns.

Crisis Crew is holding 13 room vacancies in the Essene building for potential positive cases and emergency purposes. This policy will be subject to further review and amendment once 65% occupancy is reached. For known cases of infection, Crisis Crew has developed an emergency response plan that requires infected members, their hallway mates, and those identified through contact tracing to be quarantined in their rooms. Separate bathrooms will be assigned to quarantined members. All meals from the kitchen, as well as other requested essentials, will be delivered by Crisis Crew. Quarantined members will all be exempt from their chore shifts and bathroom cleaning shifts until they test negative or two weeks pass without symptoms, without the expectation of make-up shifts. Positive members will be required to provide negative test results to Crisis Crew before being cleared from quarantine.