

JVC Best Practices for the Gasparilla Kickoff at Tampa CC and Wiregrass Ranch Sports Complex Amid COVID-19

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The purpose of this document is to provide direct information on how JVC would operate a convention center volleyball event in Tampa within the current infectious disease climate. This document has been developed from the collaboration from some of the industry's largest event directors to benefit to all in attendance.

Many of these recommendations are based upon current guidelines set forth by the Center for Disease Control and Prevention (CDC), USAV Volleyball, various youth sport industry leaders and organizations, USOPC and other local and Federal government agencies.

Pre-Event Planning:

- Designate a staff member to monitor state and local government websites for updates and changes to guidelines
- Select an Event Management Team (to include a medical staff member) which has the authority to modify, restrict, postpone or cancel the event.
- Obtain approval for the event from local and state government authorities
- Work closely with county and state public health authorities throughout the event planning process to obtain the most accurate information regarding the local COVID-19 situation.
- Facilitate the sharing of information between the Event Management Team, Medical Team and facility/city public safety health authorities.
 - Ensure coordination of public health resources
 - Make certain proper public health policies and procedures are followed
- Information on Team Registration Acceptance, Refund/Cancellation Policy, etc. can be found at: <https://jvctournaments.com/GasparillaVolleyballKickoffClassic>
- Recognize "At risk" categories based on federal and state guidelines DISCOURAGED from attending:
 - 65 years of age
 - Moderate to severe asthma
 - Chronic lung disease
 - Serious heart conditions
 - Immunocompromised
 - Severe obesity
 - Diabetes
 - Liver disease
 - Living in a nursing home or long-term care facility

Facility Cleaning & Services:

- Plans for cleaning and care:
 - Facility protocols posted throughout each venue.
 - CLICK HERE for Tampa Convention Center protocols: <https://www.tampagov.net/sites/default/files/convention-center/files/tccreadytogether-7-30-20web.pdf>
 - Hand sanitizing stations provided at entrances/exits and restrooms within each facility
 - Additional supplies of soap and towels in restrooms
 - Signage planned throughout each facility
 - Physical distancing rules & Directional traffic
 - Masks required for everyone inside the building except the players on the court
 - Restroom attendants provided for extra cleaning & monitoring
 - Temperature screening for every person entering both facilities.

- Create a safe food service platform created with increased space around concession areas for social distancing purposes and keeping food consumption OUTSIDE the playing areas. Specifically for this event that means no food consumption in the TCC Exhibit Halls and gymnasiums at Wiregrass Sports Complex.
- Execute plan for the facility common space and lobby/concourse areas
 - Proper spacing of number of tables and chairs with required social distance spacing.
 - Physical distancing signage will be posted in various places. Teams and spectators limited to Exhibit Hall, designated Dock and upper and lower reg levels and upper level meeting rooms just outside Ex Hall in TCC and Gymnasium area and outer Lobby area of Wiregrass Sports Complex.
 - First floor Ballroom level at TCC will be closed off to spectators & participants.
 - Event security and staff will be monitoring spaces to encourage/enforce Facility Rules as posted.
- Establish entrance/exit provisions and plan
 - Entry and exit doors CLEARLY identified with signage
 - Separate entry and exits will be designated at both Facility Entrance and TCC Exhibit Hall/Wiregrass Sports Complex Gymnasium for spectators, teams, and event staff/officials.
 - Increased entry and exit locations used to thin out crowds
 - Post physical distancing signage at entrances

Medical Team & Plan

- Determine number and type of medical personnel required.
- Clearly define roles and responsibilities for all medical team members.
- Coordinate necessary supplies, designated treatment area, and transport processes to treat illness' with special consideration towards COVID-19
- Work with facility staff, local healthcare providers and the tournament medical staff to identify local healthcare resources (e.g., urgent cares, emergency rooms, ambulance services) and notify them of the event time and location.
- Require a daily health screening entry process for building and tournament staff, administrators, and match officials to include temperature check upon entrance to building.
 - Anyone showing symptoms or signs of sickness, who have risk factors or who have been in contact with known positive cases, should seek medical attention and NOT ATTEND/STAY HOME.
 - JVC ATC staff will evaluate an ill/injured player or coach and authorize the players return to play or refer them for outside examination.
 - TCC EMT will evaluate any other ill/injured attendee and authorize their return to the Ex Hall or refer them for outside examination.
 - TCC EMT will evaluate any ill athlete, coach, staff member, official, or other attendee with possible COVID-19 symptoms and authorize their continued attendance at the event or refer them for outside examination.

Tournament Staff, Administrators & Match Officials

- Any individual cannot work who meets the Medical Teams definition of “symptomatic”
- Enforce safe protocols for staff-to-staff and staff-to-customer interactions
 - All tournament staff, admin & officials are required to wear mask at ALL TIMES, except when eating, and undergo temperature checks/health screening upon arrival each day to be cleared for current day of work.
 - Encourage frequent handwashing with soap and water wherever possible
 - Carry 60% alcohol or higher anti-viral hand sanitizer when possible

- Use personal drinking containers
- Office space, meeting room and tournament desk layouts set to provide for necessary social distancing
- Plastic barriers provided for help desk and scanning station to further mitigate contact between staff and athletes/coaches/spectators.
- Minimize/eliminate shared equipment, encourage use of personal equipment
 - Eliminate results computers and officials score entry computers
 - Officials must use personal phones for score entry, turn in scoresheet at champ desk, or TEXT score to Head Official.
 - Assign 2-way radios/headsets and have each individual responsible to disinfect every evening before setting back on shared charging stations
 - No shared staff computers
 - Officials required to use personal handheld whistles
 - Additional Official's information for all JVC Events can be found at: <https://jvctournaments.com/Officials>

Spectators, Athletes & Coaches (includes college coaches)

- No entry for anyone who meets the Medical Teams definition of "symptomatic"
- Spectators and coaches required to wear masks at all times within the building, unless eating in designated areas or consuming a drink while seated.
- Athletes required to wear masks at all times within the building, unless eating or drinking in designated areas outside the hall, taking a drink during their match, or on the court
- Encourage frequent handwashing with soap and water wherever possible
- Encourage each person to carry 60% alcohol or higher anti-viral hand sanitizer
- Require individuals to dispose of their own drink containers or trash around the facility and courtside
- Prohibit food consumption in the playing facilities except in designated areas to minimize amount of time face coverings are not worn to lessen exposure opportunities for all attendees.
- **Beverage consumption only permitted while seated in each facility with the ONLY EXCEPTIONS made for athletes PARTICIPATING in an ACTIVE MATCH.**
- Spectators encouraged to REMAIN SEATED courtside UNLESS going to restroom, concessions, exit or entry areas or filming their child's match.
- Require the players and spectators from teams that are not playing in the match to exit the playing facility until just before the warm-ups for their next scheduled match are to begin to decrease the density around each court.

On-Site Operations

- Minimize or eliminate interactions between event staff and customers and implement state and local government physical distancing guidelines
 - Ticketing will be ONLINE Only on a personal device prior to or during the event. NO SALES allowed onsite.
 - Post physical distancing signage and mark floors for standing in line at Building & Exhibit Hall entry.
 - Tournament Desk
 - Reduce number of staff required to work the desk
 - Have a single person (post) assigned to take questions from customers
 - Mark a clear "info" location at the desks for customers to approach
 - Mark floor to create distance when customer needs help
 - Lost & Found ONLY for valuables at Tournament Desk
 - EXAMPLES: Phones/electronics, jewelry, keys, wallet/purse etc...

- All other items will be discarded.
- Encourage participants to bring their own water
- Entrance/Exits for court locations
 - Clearly identify entry and exit paths with signage
 - Increased number of “queue” lines to space out spectators during entry process
 - Post physical distancing signage and mark floors at locations to check tickets
 - Stagger entry times by waves
 - Prop open doors where possible

Courtside Policies

- Spectator Seating Areas
 - In the TCC Exhibit Hall only 3 chairs every 6 feet available for spectator seating. Plan is for 2 rows of staggered chairs on EITHER the sidelines in the large aisles OR endlines. For courts with 2 rows on sidelines there will be one continuous row of chairs on the endlines to assist with stopping balls from going to adjacent courts. All chairs that are not to be used on the end lines will be marked off limits either using caution tape or some other agreed upon method.
 - Maximum of 60 spectator chairs per court instead of the usual 80+ per court.
 - At Wiregrass Sports Complex encourage social distancing with available bleacher seating and allow spectators to bring in their own chairs.
 - Eliminate the tradition of spectators switching sides between sets as teams will no longer switch sides during the match.
- New match & court protocol to limit interactions
 - Teams shag their own volleyballs during warmups, NO SHARED volleyball use
 - Official and captains must all stand at social distance for coin toss; NO pre-match handshakes or high-fives to be exchanged
 - Only starters line up on end line, do a pre-match waved to others.
 - When teams are beckoned on the court, athletes should go directly to their position and not meet the opposing team at the net
 - At the conclusion of the set players MUST go directly back to their bench
 - Eliminate the traditional changing of sides between sets unless a distinct disadvantage is evident and indicated by the official prior to the start of the match.
 - If changing sides is deemed necessary, players and coaches should avoid direct contact
 - During substitutions players should refrain from contact and stand at social distance from each other, raising a hand to be recognized by the R1
 - Encourage the elimination of celebration traditions that involve player-to-player contact
 - Encourage coaches to keep social distance when possible during time outs when possible, allowing players to stand on the playing surfaces
 - Encourage better court time management by R1 to eliminate delays
- Encourage athletes to use labeled personal drinking containers only - no shared water
- Encourage athletes that towels should be for personal use only
- Limit use of coaches and athletes for work team duties
 - Require an R2 and two scorekeepers only from each work team who will wear masks.
 - Line judges will wear masks
- Event equipment and match support materials
 - Require coaches provide their own pens and pencils or use sanitized ones from Champ Desk.
 - Lineup sheets can be shown to R1 or R2, or scorekeeper for recording the rotation with no physical contact but not turned in

- Require R1 to wipe down scorer's table and volleyball after each match with 60% alcohol or higher anti-viral disinfectant wipes or towel and spray.
- Provide 2 volleyballs per court if needed to rotate usage for consecutive matches allowing the volleyball to completely dry
- The R1 will wipe down and commonly used equipment before each match with 60% alcohol or higher anti-viral disinfectant wipes or towel and spray
- Personal equipment and property
 - Players warmups, coaches' clipboards etc should be placed inside their backpack when not in use
 - Encourage teams to bring sanitizing and cleaning products for team equipment such as volleyballs and clip boards as this is the responsibility of the team
 - Officials required to use personal handheld whistles or whistle under their mask

After Match Policies

- No touch procedure for award distribution
 - Assign a designated area for coach to pick up awards
 - Pre-package medals for team
 - Allow only coaches to present medals to athletes
- The Molten Inflatable Volleyball will not be set up as it can be a major congregating point.
- Encourage all participants and spectators to minimize their time in or around the courts when they are not engaged directly in the current match.

Event Format, Courts & Set Up/Tear Down

- Create an alternative tournament flow and/or limits on family members/spectators that limit interactions and reduce facility capacity
 - Allow extra time between waves to minimize contact between waves & reduce overall numbers
 - Stagger match start times within a wave to space out entries
 - **Planned use of normal 4-team pool flows limiting number of spectators to 18 per team Saturday/Sunday and 22 Monday at TCC and 20 Saturday/Sunday and 24 Monday at Wiregrass Sports Complex unless capacity is increased in either facility before the event dates.**
- Maximum capacity of 32 courts at TCC for teams, participants and spectators
 - Minimum distance between courts in TCC Ex Hall for all aisles of at least 10', in Bench Areas of 6', measured from free zone sideline to sideline (ie edge of tile)
 - Maximum of approximately 105 people allowed on and around each court at the TCC during each match with a maximum of 3,900 people in the TCC Ex Hall at any given time.
 - ****Note that the only way the number would be close to 4,000 would be if all 128 teams in a wave were in the hall at the same time AND had the full 18 spectators per team each. With requiring the "off" teams to exit the playing area during their "off" match that number should be reduced down under 3,000 at any given time.**
 - Wiregrass Sports Complex has plenty of aisle space around the courts and bench areas.
 - Teams and spectators not allowed in the playing areas until 45 minutes before their first scheduled match except for the first scheduled match of the day.
 - Athletes and spectators from the team not playing or officiating required to leave the Ex Hall at the TCC for the Reg level or Dock area to reduce the density around each court during all matches.
 - Athletes and spectators from the team not playing or officiating encouraged to leave the gymnasium area for the lobby area or outside the building to reduce the density around each court during all matches at the Wiregrass Sports Complex.

- Establish requirements for court labor
 - Require everyone to wear masks and protective gloves
 - Divide volunteers into groups of 6 or less
 - Stagger scheduled set up time for each group to reduce overall numbers in one area
 - Assign specific tasks to each group that reduces or eliminates interaction with each other as well as other groups

Outside Participants & Support Services

- Exhibitors, sponsors and merchandise sales will be kept to a minimum
 - Vendors that provide person-to-person contact services will not be allowed, such as massage booths
 - Prior approval of booth layouts and safety protocol plans to deliver product for each company
- Provide recommendations and requirements for attendance by vendors
 - Require workers to wear masks
 - Limit number of workers based on booth size
 - Do not allow products to be tried on or handled by customers
 - Create ability to offer on-line presales of product with designated pick-up area.
 - Use tables as barriers between sales and customer
 - Mark floor for social distance and create queue lines based on booth sizes
 - Almost all Booth locations will be located on outside the hall to help with crowd controls & increased spacing