

# **JVC Best Practices at the Ocean Center and DME for the FL Winter Volleyball Festival Amid COVID-19**

Updated: December 16, 2020

The purpose of this document is to provide direct information on how JVC will operate a convention center volleyball event in Daytona 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), USA 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/FloridaVolleyballFestival>
- 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:
  - Ocean Center protocols posted throughout the facility.
    - Hand sanitizing stations provided at entrances/exits and throughout the facilities.
    - Additional supplies of soap and towels in restrooms
    - Signage planned throughout the facility
      - Wearing of Masks, Physical distancing rules & Directional traffic
    - Restroom attendants provided for extra cleaning & monitoring
- 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 OC Exhibit Hall, OC Arena floor, our gymnasiums at DME

- **Beverage consumption only permitted while seated with the ONLY EXCEPTIONS made for athletes PARTICIPATING in an ACTIVE MATCH.**
- Execute plan for the facility common space and lobby/concourse areas
  - Proper spacing of number of tables and chairs with required social distancing.
  - Physical distancing signage will be posted in various places. Teams and spectators limited to OC Exhibit Hall, Arena floor, Arena Upper Bowl, designated meeting rooms, North and South Lobby, and the gymnasiums, designated balconies and lobby area of DME.
  - 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 all Facility Entrances and OC Exhibit Hall and Arena Floor 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.
  - JVC ATC staff will evaluate any other ill/injured attendee and authorize their return to the Ex Hall or refer them for outside examination.
  - JVC ATC staff 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 Team's definition of "symptomatic"
- Enforce safe protocols for staff-to-staff and staff-to-customer interactions
  - All tournament staff, admin & officials are required to wear a mask at ALL TIMES, except when seated while eating or drinking, 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 score sheet 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 or a mask over their whistle
  - 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.
- Encourage 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 CASH or DIRECT 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 daily.
  - 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 Ocean Center only 3 chairs every 6 feet are available for spectator seating. Plan is for 2 rows of staggered chairs on EITHER the sidelines OR the endlines in the large aisles and one continuous row of chairs on the endlines of other courts to assist with stopping balls from going to adjacent courts. Mark all chairs that are not to be used on the end lines off limits either by turning them around, placing garbage bags over them, caution tape, or other agreed upon method.
  - Maximum of 60 spectator chairs per court instead of the usual 80+ per court.
  - At DME 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
- Prohibit food consumption in each 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 with the ONLY EXCEPTIONS made for athletes PARTICIPATING in an ACTIVE MATCH.**
- Encourage athletes that towels should be for personal use only
- Limit use of coaches and athletes for work team duties
  - Eliminate Line Judges unless they are wearing 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 spray.
  - Provide 2 volleyballs per court to rotate usage for consecutive matches allowing the volleyball to completely dry if needed.
  - 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-packages medals for team
  - Allow only coaches to present medals to athletes
- The Molten Inflatable Volleyball will not be set up as that 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 that limits interactions and reduces 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
  - **For normal 4-team pool flows limit number of spectators to 18 per team on Saturday and 22 on Sunday.**
- Ocean Center Restrictions: Maximum capacity of 16 courts in the Ex Hall and 9 in the Arena for teams, participants and spectators
  - Minimum distance between courts in Ex Hall dock side to restroom side aisles of at least 10', in Bench Areas of 8', and front to back aisles of at least 15', measured from free zone sideline to sideline (ie edge of tile)
  - Exhibit Hall has 93,028 square feet minus 52,445 square feet for the court surfaces (11 courts measuring 42'6 by 79' and five measuring 42'6 by 73') leaves 40,583 square feet of "concrete space" off the tile.
  - To accommodate 1 person not involved in a match per every 28sq ft the following formula shall be used:
    - 40,583 sq ft divided by 28 sqft equals 1,449 allowable people in the Ex Hall excluding the teams involved in the match,
    - As the average roster size from the previous Daytona event was 11 athletes and 2 coaches and Boys teams generally bring a smaller roster size and number of spectators, we will use 13 on each roster as the number for calculating the number of spectators allowed.
    - From 1,449 subtract out 7 for each of the 16 teams who are officiating (6 per team are working the match) and 13 for each of the other 16 teams that are the "off" team for each court. That leaves a total of 1,129 spectators allowed

in the Hall for 64 teams. That averages out to just under 18 spectators per team allowed for Saturday in the Ex Hall. On Sunday with only 3 teams on 5 to 7 courts in the Ex Hall at any given time for 3-team power pools, a total of 22 spectators per team will be allowed to stay under the 1,449 threshold.

- Note that at the previous Daytona event teams were allotted 16 tickets for Saturday and 18 for Sunday. With 157 total teams that equates to a total of 5,338 total. Less than 4,400 were sold. With that in mind there is a considerable buffer between the expected number of spectators and the maximum capacity for the Ex Hall as calculated above.
- Even though slightly more spectators per team would be allowed in the OC Arena and at DME with their capacity restrictions, to be consistent we are going to maintain the 18 spectators per team Saturday and 22 Sunday at those facilities as well.
- Teams and spectators not allowed in the playing facilities until 45 minutes before their first scheduled match with the exception of the first match on each court each day.
- 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/locations 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