



CHRIST CHURCH CATHEDRAL
CONNECTICUT'S CATHEDRAL

BEING FAITHFUL IN THE TIME OF COVID-19

2.0

GUIDELINES AND DIRECTIONS FOR CHRIST CHURCH CATHEDRAL
CONGREGATIONS, MINISTRIES, AND PROGRAMS

May 2021

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Message from our Dean

“but those who hope in the LORD will renew their strength. They will soar on wings like eagles; they will run and not grow weary; they will walk and not be faint.” Isaiah 40:31

Dear beloved members of our Cathedral Community,

Greetings in the name of our Lord and Savior Jesus Christ!

On March 15, 2020, our Cathedral offered its first round of online worship services in response to the need to adopt social distancing to help slow down the spread of Covid-19. It has been over a year since we gathered in our beautiful cathedral nave to praise God together.

We have reached a new milestone in this journey as vaccination is more available. Even though Hartford continues to be in the “red zone”, many adults, and some youth, have now been vaccinated, reducing the spread of the virus significantly.

These past months have given us opportunities to nurture our discipleship, get to know each other better and expand our territory and presence beyond our walls. We have waited patiently, hoped in the Lord as we faithfully participated in God’s mission during this time of pandemic.

I believe the Lord has renewed our strength and we are now ready to soar on wings like eagles to embrace a new phase in our lives together as a Cathedral Community. As an initial step towards that goal, we will return to in-person worship on June 6th on our Cathedral House Patio at 11:30 a.m. in English and 12:30 in Spanish while we continue offering “Zoom Church” at 10 am until we return to our renovated Cathedral Nave, at which time our services will be livestreamed.

My profound gratitude to the members of the Congregations Committee and my dear colleagues Canon Pallares, Deacon Matthews, and Tom Smith for working with me in the update of these guidelines. Special thanks to the small team who drafted this document, Lucy Groening, Richard Baraglia, Michael O’Brien, and Lilibeth Warner. I am particularly thankful to Kathy Frisoli, for her outstanding administrative support. Well done.

Please carefully read these guidelines and plan to join us for in-person worship soon!

This is exciting news!

In God’s service,

Lina+

The Very Rev. Miguelina Howell, Dean

A Letter from the Congregations Committee

Dear Christ Church Cathedral Congregants:

Since March 2020, our months of corporate worship and spiritual development bear witness to our faith formation and our resolve. God's Grace has sustained us. Moreover, many of us have striven to be able to nurture and to serve God's people in myriad ways and with myriad acts of love. That is good news!

For these many months, the Cathedral's "Willing Workers" (The Congregations Committee) have been in conversation—deep conversation and discernment with prayers, thoughts, and questions about our moving forward, our next steps for this community of faith. More good news!

Cautiously, the committee members reviewed our current Phase I: Online Worship status. With greater scrutiny, the committee members developed a protocol for moving into Phase II: *In-Person Worship and additional modes of gatherings at the Cathedral*.

Phase I: keeps the status quo for online worship, as well as online meetings. This is the most recent good news! Phase II outlines an inaugural "soft" Sunday, June 6th plan for small In-Person Sunday worship and other gatherings at 45 Church Street, out-of-doors during good weather, on the patio located adjacent to the Cathedral Auditorium.

Your safety and the safety of our faith community remains a primary concern. We invite you to spend time in prayer over your decision to worship in-person as we resume our gatherings on Sunday, June 6th. For each of us, the decision of whether to worship in person or online is an individual decision—a decision which we honor with respect. Again, your safety is our priority as we offer these Phase I and Phase II guidelines with love and in the spirit of collaboration.

Please contact us with any questions or if you might like to engage in conversation about our next steps for worship and gatherings.

Faithfully,

Tom Smith, Congregations Committee Chairperson
Jilda Aliotta
Richard Baraglia
Anne Bartholomew
Evelyn Diaz
Lucy Groening
Michael O'Brien
Melissa McBride
Lilibeth Warner
The Reverend Canon Jorge Pallares, member ex officio
Deacon Bonnie Matthews, member ex officio
The Very Reverend Miguelina Howell, member ex officio

UPDATE OF WORSHIP PHASES

Appreciating and understanding the rapid changing landscape of our world and lives because of Covid-19, the following phases have been updated. These phases are not static, but flexible and adaptive. Our Cathedral leadership will be attentive to the context and adjust the phases and protocols as we consider appropriate, keeping as our priority the safety and wellness of all God's people.

Phase I: Current phase

- **Online worship:** We will continue to offer online worship as follows:
 - **Sundays 10:00 a.m. in English**
 - Morning Prayer worship led by lay leaders; clergy offer a brief meditation and invite participants to share.
 - **Tuesdays at 6:30 p.m. - Happy Hour/ Bible Study in Spanish**
 - Alternating each week. Lay leaders and clergy provide programming.
 - **Thursdays at 6:00 p.m. – Happy Hour/ Bible Study in English**
 - Alternating each week. Lay leaders and clergy provide programming.
 - **Saturdays- Church by the Pond (In-person)**
 - Opening prayer and pastoral presence offered by ECCT and Lutheran clergy leaders. Dean Howell or Canon Pallares attend as scheduled and to cover absences. Nancy Jacobs coordinates Church by the Pond.
 - **Committee and Ministry Teams meetings**
 - All meetings are and will continue to be hosted virtually via Zoom.
 - **Sacraments and Sacramental Rites**
 - Sacraments and Sacramental Rites will be coordinated in consultation with Dean Howell and Canon Pallares, following our safety protocol.

Phase II: Online worship and outdoor in-person worship, and other gatherings.

Targeted date: June 6th, 2021.

- **Online worship:** We will continue to offer online worship as follows:
 - **Sundays 10:00 a.m. in English**
 - Morning Prayer worship led by lay leaders, clergy offer a brief meditation and invite participants to share.
 - **Tuesdays at 6:30 p.m. - Happy Hour/ Bible Study in Spanish**
 - Alternating each week. Lay leaders and clergy provide programming.
 - **Thursdays at 6:00 p.m. – Happy Hour/ Bible Study in English**
 - Alternating each week. Lay leaders and clergy provide programming.
 - **Committee and Ministry Teams meetings**
 - All meetings are and will continue to be hosted virtually via Zoom.
 - **Sacraments and Sacramental Rites**
 - Weddings (Only those previously scheduled with the Dean’s office, with limited attendance and following safety protocols).
 - Funerals (scheduled as needed with limited attendance and following safety protocols).

- **Outdoor in-person worship:**
 - **Saturdays- Church by the Pond**
 - Opening prayer and pastoral presence offered by ECCT and Lutheran clergy leaders. Dean Howell or Canon Pallares attend as scheduled and to cover absences. Nancy Jacobs coordinates Church by the Pond.

 - **On the Cathedral House Patio**
 - **Sundays 11:30 a.m. in English**
 - Holy Eucharist (Distribution of one element)
 - Sacraments and Sacramental Rites in consultation with the Dean and the Canon for Congregation Life, following proper safety protocol.

 - **Sundays 12:30 p.m. in Spanish**
 - Holy Eucharist (Distribution of one element)
 - Sacraments and Sacramental Rites in consultation with the Dean and Canon for Congregational Life, following proper safety protocol.

Phase III: To be determined the end of summer 2021.

GENERAL GUIDELINES AND SAFETY PROTOCOL FOR RESUMPTION OF IN-PERSON WORSHIP

Our lay and clergy leadership is committed to showing our love of God and neighbor by modeling proper safe behavior. Should you choose to join our community for in-person worship, we strongly encourage you to observe the following guidelines. We thank you in advance for caring for one another. The guidelines are as follows:

- Our Cathedral will provide appropriate signage to assist you in maintaining social distancing: 6-foot distance between all people/families. Seating areas will be clearly marked indicating the 6-foot distance.
- Participants in any gatherings should be feeling healthy and should be fever-free.
- Facemasks or cloth coverings worn always by everyone, including worship leaders. Facemasks will be available for walk-ins.
- Chairs will be sanitized before and after services.
- Please greet and or exchange the peace with a gesture rather than physical touch.
- Our Cathedral will provide hand sanitizer and cleaning wipes at all cathedral entrances and in all common areas.
- Avoid restrooms, when possible. Users of restrooms will disinfect surfaces, handles before and after use with cleaning wipes provided. Restrooms will be cleaned and disinfected after every service as extra precaution.
- The offering plate will be located at the entrance. Please feel free to place your offering upon arrival. You may also use our online giving feature for pledges and offerings by visiting our website: www.cccathedral.org or mail your pledges to 45 Church St. Hartford, CT 06103.
- Coffee Hour and any social gathering sponsored by our Cathedral is **postponed until further notice**.

Services will begin on Sunday, June 6th at 11:30 a.m. on our Cathedral Patio (facing Hartford Stage). Capacity is limited to 25 individuals until further notice. To register, please follow the process below:

- Complete request through a link provided on the website and through a special E-news sent out on Mondays prior to the Sunday you want to attend.
- If you are not able to register online, please contact the Assistant to the Dean, Kathy Frisoli, at 860- 527-7231 ext. 101.
- The deadline to register is the Thursday before the service by 12 noon.
- Please enter through the Patio entrance and exit through our Cathedral House Church Street Entrance. Ushers will guide you. The elevator will be available strictly for accessibility needs.
- A registration form should be completed onsite **for contact tracing, if needed**.
- Parking is available on the street. You may park at the MAT Garage, when available.

GENERAL SAFETY PROTOCOL FOR CATHEDRAL OFFICES

Phase I: March 2020- February 2021

- Our Cathedral offices are closed to the public.
- Staff works from home.
- Dean, Assistant to the Dean, Custodian and Building Manager are in the office once a week for essential duties.
- Building Manager monitors building usage by vendors and other groups.
- Staff meetings, supervision meetings and other planning meetings are hosted virtually.

Phase II: Partial Onsite Operations – February 2021- Present

- All Clergy and Staff are working at their full capacity in a combination of online and in-person efforts.
- Clergy and Staff works onsite throughout work week as scheduled.
- All employees maintain safe social distancing (at least 6-feet apart).
- Building Manager monitors building usage by vendors and other groups.
- Staff meetings, supervision meetings and other planning meetings are hosted virtually (even with some staff attending virtually from their physical cathedral offices).
- Employees always wear facemasks or cloth coverings.
- All employees practice regular hand washing.
- High contact areas and restrooms are cleaned and sanitized regularly.
- Common areas and lobby are sanitized and cleaned regularly.
- Hand sanitizer and cleaning wipes are provided at entrance of Cathedral House and in all common areas.
- Users of restrooms are directed to disinfect surfaces and handles before and after use of with cleaning wipes provided.
- Signage of directions and protocols for safe practices are posted at all entrances and in common areas.

Phase III: Post-Covid-19 Office fully operational onsite- TBD

- Staff returns to regular onsite work schedules.
- All reasonable practices applied during Covid-19 pandemic will continue **as we secure a safer and cleaner** space for all.
- We will continue our pre-Covid-19 practice of hosting Virtual meetings when possible, as an efficient and practical tool.

GENERAL GUIDELINES FOR OUTSIDE GROUPS AND NON-AFFILIATED MINISTRIES

The following guidelines are in place to ensure the safety of all persons/ organizations using our Cathedral space. These guidelines are in effect until further notice and should be observed diligently. Failure to comply will result in termination of use of space during this time of crisis.

Personal safety measures:

- Face covering must always be worn.
- Staff/ leaders must wash hands frequently.
- Every person must maintain a distance of **6-feet apart**.
- Volunteers/ employees should not be permitted to work/serve with temperatures over 100.4 °F.

Building safety measures:

- The Cathedral Building Manager will provide a daily sign-off sheet to be completed daily, confirming that all cleaning/disinfecting steps have been taken.
- Update list of authorized personnel on the site (Maximum 5.) . Submit list to Office Manager at chursty@cccathedral.org
- Post hand washing reminders and posters.
- Groups are responsible for sanitizing and cleaning spaces before and after each use as follows. Non-Christ Church Cathedral ministries/ groups should provide their own cleaning supplies.

The usual procedures should be used. All dishes, silverware, and glassware should be washed and disinfected in a dishwashing machine, including items that have not been used, as they may have been in contact with the hands of guests or staff.

HANDS ON HARTFORD PROTOCOL AT OUR CATHEDRAL

COVID Safety at HOH's MANNA Community Meals/Day Program at Christ Church Cathedral

Since the pandemic began, Hands on Hartford has continuously implemented a myriad of health and safety protocols that align with the CDC as well as the State and City of Hartford's Health Department guidelines. The following protocols are in place as of early May 2021:

- Meals are packaged to go and are taken out by approximately a third of the guests.
- Coffee and water are no longer self-served.
 - Water and Coffee are available in to-go cups.
- 20 seats for indoor dining and for day program currently; expanding to 35 indoor seats beginning May 19
 - 1 guest per table unless they are a family (changing May 19)
 - Tables and chairs are social distanced.
- Tables and chairs are sanitized between guests.
- Hand Sanitizer is available in multiple places.
- Bathrooms are cleaned/sanitized every hour.
- Door handles are cleaned/sanitized frequently throughout the day, and hourly mid-day when the program is most busy.
- Staff are required to wear face masks indoors at all times; outdoors when in close proximity to anyone.
 - Face shields are worn over masks by any staff or volunteers not full vaccinated, during serving times and when working closely with a client making calls, paperwork, etc.
- Guests are required to wear face masks indoors when not eating or drinking.
 - If they do not have a face mask, one is provided to them.
- There have been a limited number of volunteers in both the kitchen and dining areas due to social distancing.
- Staff also ensure that guests are socially distanced while in line.
- During office hours staff and guest are social distanced.
 - Phones and computers are cleaned after each use.
 - Table and chairs are cleaned between guests.
- Signage is throughout the building stating face masks are required and showing how to properly wear one; noting social distance is being practiced and noting that one cannot come in if ill. Staff and guests and volunteers are monitored for signs of illness.
- COVID testing for staff, guests and volunteers is encouraged and quarantining is implemented when needed.
- Air purifiers are in place in all dining and service rooms.
- All current program staff have received the COVID vaccine and staff are helping and encouraging guests to be vaccinated as well.

It is expected that we will continue to follow the State of CT, City of Hartford, and CDC guidelines into the future. When we return to Christ Church Cathedral we will follow those guidelines as well including strictly adhering to the limits on the number of guests that may be seated at any one time in the dining room, which as of this time has been stated to be no more than 35.

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