



# SCOUTING MEETING GUIDE FOR COVID-19

**Tips and information to keep your pack, troop,  
crew, post, or ship running safely and effectively**

**Updated March 18, 2021**

**These Guidelines are written to give unit leaders opportunities to operate a unit program during this pandemic based on the state requirements at the time of the update. Each unit must determine their comfort level and act accordingly. It also must be stated that we still must meet all the requirements in the Guide to Safe Scouting.**

**Have questions about COVID-19 related safety protocols?**

**Visit [cpcbsa.org/covid](https://cpcbsa.org/covid), or contact us at [info@cpcbsa.org](mailto:info@cpcbsa.org)**



**BOY SCOUTS OF AMERICA**  
**CASCADE PACIFIC COUNCIL**



# In Person Meetings Can Happen

The Cascade Pacific Council, BSA announced on March 18, 2021 that all Scout units in its 18-county service area may be able meet in person following the guidelines outlined in this packet.

The COVID Task Force reviewed Oregon and Washington guidelines carefully, and we believe these requirements meet these rules and BSA policies.

When interpreting the state guidelines yourself, you may find it difficult to define the path allowing the stated guidelines. This is because the state guidelines were not written specifically for Scouting. To accomplish the guidelines we had to fill in significant gaps with informations from different guidelines. The COVID task force believes by so doing we not only meet the current science of safety, but we also meet the spirit of the each state's guidelines.

The States of Oregon and Washington can change these guidelines at any time. We will update this guide as needed if requirements change.

Meeting and outing guidelines are broken into tiers of risk. Units should evaluate which tier matches their comfort level for participation in Scouting activities:

- Tier 1: No Risk (Meeting Virtually)**
  - Tier 2: Low Risk (Meeting Outdoors)**
  - Tier 3: Some Risk (Meeting Indoors)**
- ## **Camping Guidelines**

**Each Tier includes the following details:**

- |   |                              |
|---|------------------------------|
| 1. Meeting Plan and Approval            | 6. Screening Strategy        |
| 2. Cohort Size                          | 7. Attendance gathering      |
| 3. Sanitization Requirements            | 8. Participation agreements  |
| 4. Social Distancing Guidelines         | 9. Meeting space constraints |
| 5. Infection response and communication |                              |

If you have any questions, email [Todd.McDonald@Scouting.org](mailto:Todd.McDonald@Scouting.org) for guidance. Todd is the Director of Program and Staff Advisor to the COVID Taskforce.



## TIER 1: No Risk: Meeting Virtually

**Conditions:** Appropriate at all times, phases, and risk levels.

### **My unit isn't meeting in person until the pandemic is over (or have families who aren't comfortable meeting).**

- Ask your families what they want to get from Scouting long term, not just in the 2020-21 school year. Focus on the future.
- Let them know it's ok to **Scout lightly** during this time. Often families will feel they need to be all in or all out. This is not the case. Keeping Scouts even minimally engaged will make it easier to re-launch in-person meetings in the future.
- Establish connection with other Scouting families, even on Zoom, but do so by den or patrol. Smaller meetings are easier and have higher impact.
- Use the pre-planned 8 weeks series of digital Cub Scout meetings: [cpcbsa.org/advancement-academy](http://cpcbsa.org/advancement-academy)
- Host **family-based community service** projects and share by social media. Food drives, weeding, and trash clean-ups are great ideas. Invite your unit to participate in CPC events this fall as a family.
- Continue to host regular committee and parent meetings. Communication is key to a strong re-start.
- Do **socially distant outdoor activities**. These could be hikes, bike rides or backyard campfires or campouts.

## TIER 2: Low Risk: Meeting Outdoors



**Conditions:** Washington Phase 2 and 3, Oregon all risk levels

**Troops, Crews, Ships, Packs Risk Low, Mod, High.**

- All activities will be held **outdoors**
- **Meeting plan** developed to ensure arrival, activity, and departure procedure meet state guidelines. Plans approved by Charter Org and meeting space owner. (See examples on pages 6-8)
- **High risk individuals** should consider the safety of attendance of any social activity.
- **Cohorts (patrols/dens) can meet** in groups of up to 10 individuals (Scouts + parents) PLUS 2 Scout leaders. No mixing of cohorts. Multiple cohorts may meet in the same location. (See pages 6-8 for sample meeting layouts for multiple cohorts.)
- Limit number in cohorts to meet **75 sq ft per person requirement.** (i.e. if your space is too small to accommodate 75 sq. feet/person, your cohort size must be smaller.)
- Everyone must **wear a mask** following state guidelines.
- Plan activities that allow physical distancing.
- **Health screening** conducted upon arrival.
- **Restrict participation** for anyone who has Covid-like symptoms of illness or who has been exposed for a minimum of 10 days. Restrict participation for 14 days after a positive test.
- **Take attendance** and keep records for 6 weeks.
- **Sanitize: Cleanse hands** frequently, hand wash with soap and water or 60% alcohol. Clean and sanitize high touch surfaces (1000 ppm bleach).
- Have signed agreements by parents and youth.
- One person at a time in restrooms.
- **Report all exposures** or potential exposures to the council office and your county health department.
- These rules apply to day hikes or other outdoor outings. Units must follow carpool guidelines.



## TIER 3: Some Risk: Meeting Indoors

**Conditions:** Washington Phase 2 and 3, Oregon all risk levels  
Troops, Crews, Ships, Packs Risk Low, Mod, High.

- **Meeting plan** developed to ensure arrival, activity, and departure procedure meet state guidelines. Plans approved by Charter Organization and meeting space owner. (See examples on pages 6-8)
- **High risk individuals** should consider the safety of attendance of any social activity.
- Cohorts (patrols/dens) can meet in groups of up to 10 individuals (Scouts + parents) PLUS 2 Scout leaders. No mixing of cohorts. Multiple cohorts may meet in the same location. (See pages 6-8 for sample meeting layouts for multiple cohorts.)
- Limit number in cohorts to meet **35 sq. feet per person**.
- Cohorts must be assigned their **own area** and stay within that area during the meeting. You can rotate spaces if areas are sanitized before new cohort occupies the space.
- If activities are outside, follow outdoor meeting guidelines.
- Everyone must **wear a mask** following state guidelines.
- **Health screening** upon arrival.
- **Restrict participation** for anyone who has Covid-like symptoms of illness or who has been exposed for a minimum of 10 days. Restrict participation for 14 days after a positive test.
- One person at a time in restrooms.
- **Take attendance** and keep records for 6 weeks.
- **Sanitize: Cleanse hands** frequently, hand wash with soap and water or 60% alcohol. Clean and sanitize **high touch surfaces** (1000 ppm bleach).
- Signed agreements by parents and youth.
- Parents should drop off and not stay at meeting.
- **Report all exposures** or potential exposures to the council office and to the County Health Dept.



# Meeting Agreement Example:

The following is an agreement between the Leadership of Unit [XXX], our Scouts, and families to ensure we are all aware of the dangers of COVID-19 and our responsibility to keep everyone safe.

## Family & Scouts Agreement

### **We will be educated**

We have reviewed the information provided by the CDC on <https://www.cdc.gov/coronavirus/2019-ncov/need-extra-precautions/people-with-medical-conditions.html>

- a. We understand the risks of COVID-19
- b. We understand how it is spread
- c. We are aware if we are in an at-risk group and used the information to determine the best ways we may participate in Scouting.
- d. We understand the symptoms of COVID-19 and will look out for **those symptoms in our family before engaging in social activities.**

### **We will screen our family prior to participation.**

- a. We will make sure we do not participate in any Scouting activities if we feel sick.
- b. If we have any COVID symptoms we will share that with leadership prior to participating in a Scouting activity.
- c. We will report any exposure, COVID Infection, or possible infection of our family to unit leadership.

**We will make sure we come prepared with a mask to all Scouting activities and prepared to follow all activity guidelines.**

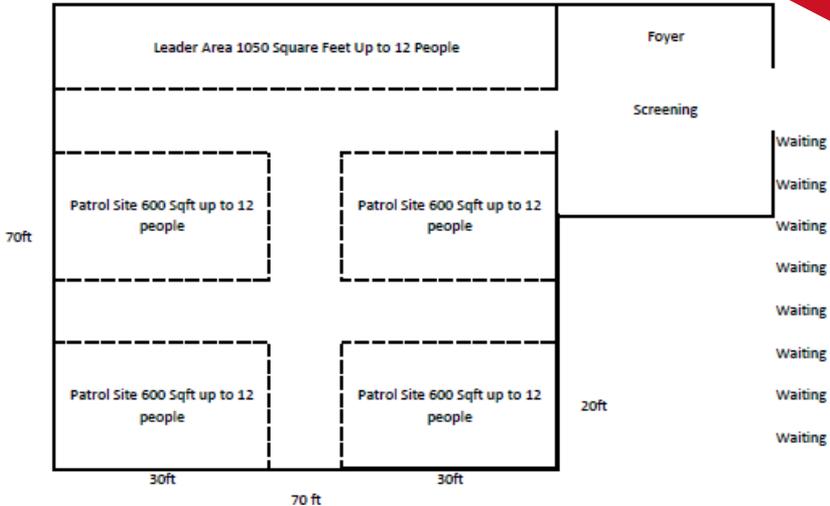
## Unit Leadership Agrees

**We will ensure we meet all State, Scouting and Meeting Space Guidelines for every activity.**

- We will make sure that our space is sanitized, before and during the activities.
- We will ensure everyone wears a mask and is socially distant throughout all activities.
- We will conduct screenings of each person participating in any Scouting Activity.
- We will communicate to our families often of our activities, mitigation requirements, and needs from parents.
- We will endeavor to work within these guidelines to ensure a safe, fun, and impactful Scouting experience.



## Indoor Meeting Plan Layout Example



## Meeting Plan Example

**Capacity:** We will cohort with up to 4 patrols of 10 youth. Each Patrol will have up to 3 Adults. Leader area will have a leader cohort of up to 10 adults. Cohorts will stay within their area for meeting and use neutral space to move in and out of the room. Building owner has not updated ventilation so we will keep windows open to allow fresh air.

**Check-In Screening:** Scouts and adults will wait their turn to enter in social distant spots from each other outside. We will check in with yes or no if they have any checklist issues. Non leader parents will not enter the building but may meet briefly after check-in with leadership in the foyer.

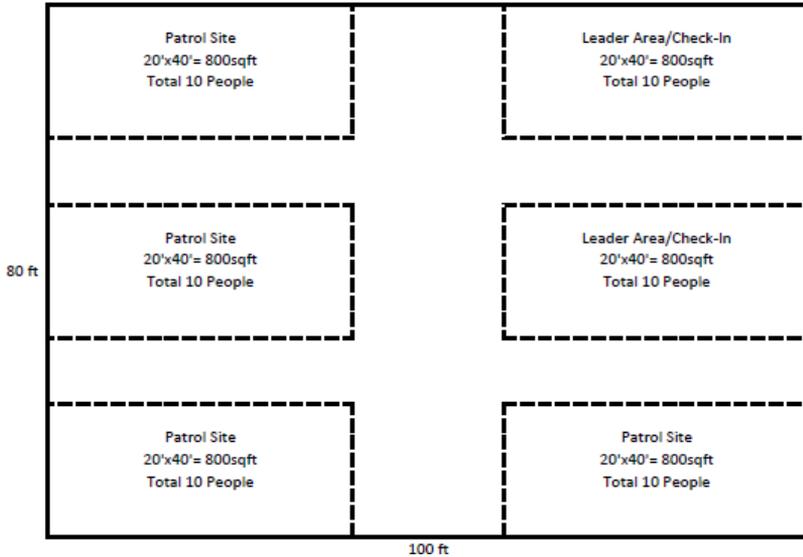
**Sanitize:** Leadership will arrive early and sanitize tables, chairs, railings, and door handles with 1000ppm bleach solution. We will have alcohol hand sanitizer at check in and at each cohort location. We will sanitize any shared Face Mask: Everyone will wear face masks.

**Social Distancing:** Chairs and activity set up will be done to keep people separated by 6 ft to the best of our ability.

**Communication:** Parents and Scouts will sign an agreement to our meeting plan to ensure clear understanding and acceptance. We will report any infection or potential exposure to both The Scout Council and the local Health Dept. **equipment between us**



Outdoor Meeting Example  
Example: Elementary School Play Structure



### Meeting Plan Example

**Capacity:** We will cohort with up to 5 patrols of 8 youth. Each Patrol will have up to 2 Adults. Leader area will have a leader cohort of up to 10 adults. Cohorts will stay within their area for meeting and use neutral space to move in and out of the room. Building owner has not updated ventilation so we will keep windows open to allow fresh air.

**Check-In Screening:** Scouts and adults will wait their turn to check in outside of covered structure. We will check in with yes or no if they have any checklist issues. Non leader parents will not enter the building but may meet briefly after check-in with leadership in the foyer.

**Sanitize:** Leadership will arrive early and sanitize tables with 1000ppm bleach solution. Scouts will bring their own chairs. We will have alcohol hand sanitizer at check in and at each cohort location. We will sanitize any shared equipment between use.



# Overnight Outings.

**Conditions:** Washington Phase 3 only. Oregon Cohort Size dependent on county Risk Level: Extreme: None, High: 8, Mod: 10, Low 12. This includes leaders and youth in the Cohort.

- **High risk individuals** should consider the safety of attendance of any Scouting activity.
- **Cohort size** is based on the county phase guidelines for outdoor social gatherings in Oregon. Outdoor meeting guidelines in Phase 3 Washington Counties. (Follow the guidelines of the activity location. If the county guidelines of the activity location is Low risk, or Phase 3 you must follow those guideline constraints if your home county has a higher risk condition.)
- Carpool must be done by cohorts and follow **carpool guidelines**.
- Everyone must **wear a mask following state guidelines**.
- Plan activities that allow **physical distancing**.
- **Health screening** upon arrival. (Before Carpooling)
- **Restrict participation** for anyone who has Covid-like symptoms of illness or who has been exposed for a minimum of 10 days. Restrict participation for 14 days after a positive test.
- **Take attendance** and keep records for 6 weeks.
- Sanitize: **Cleanse hands** frequently, hand wash with soap and water or 60% alcohol. Clean and sanitize high touch surfaces (1000 ppm bleach).
- Signed agreements by parents and youth.
- One person at a time in restrooms.
- One person per tent.
- Dining: By Cohort only. Whenever possible social distance, sanitize and wear a mask.
- **Report all exposures** or potential exposures to the council office and your county health department.

For all considerations visit: <https://cpcbsa.org/adventures/patrol-cohort-camping/>



# HOW TO CARPOOL



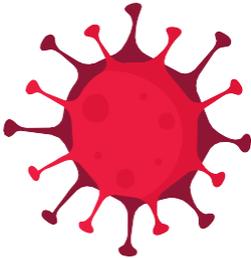
**RIDE WITHIN YOUR COHORT ONLY.  
VENTILATE THE CAR.**



**WEAR A MASK, KEEP IT ON!  
Cover coughs and sneezes.**



**REDUCE # OF PEOPLE IN VEHICLE,  
EVERYONE SIT 3FT APART FROM  
NON-HOUSEHOLD MEMBERS.  
LIMIT STOPS.**



**STAY HOME IF YOU HAVE SYMPTONS**

**Our guide shows how to significantly mitigate risks, but each family needs to evaluate their risk tolerance prior to participating in any activity outside their home.**



# STATE & LOCAL GUIDELINES

## STATE AND LOCAL GUIDELINES

When planning to engage in any sort of activity it is important to ensure that you are following all state and local guidelines. In the event these guidelines conflict, the stricter regulation is the one that needs to be followed. See Youth Programs, Outdoor recreation, and Outdoor Sports guidelines.

Contact your Chartered Organization to learn what requirements they have in place. Even if your unit is not planning to meet at your Chartered Organization, you must follow their guidelines as well.

Current Oregon Guidelines: <https://govstatus.egov.com/OR-OHA-COVID-19>

## Sector Risk Level Guidance Chart

| Activities   | Lower Risk  | Moderate Risk   | High Risk   | Extreme Risk  |
|--|---|---|---|---|
| <b>Social and At-Home Gathering Size — Indoor</b><br>BSA: Indoor Den Meeting Limit   | <ul style="list-style-type: none"> <li>Maximum 10 people</li> <li>Recommended limit: 4 households</li> </ul>  | <ul style="list-style-type: none"> <li>Maximum 8 people</li> <li>Recommended limit: 2 households</li> </ul> | <ul style="list-style-type: none"> <li>Maximum 6 people</li> <li>Recommended limit: 2 households</li> </ul> | <ul style="list-style-type: none"> <li>Maximum 6 people</li> <li>Recommended limit: 2 households</li> </ul> |
| <b>Social and At-Home Gathering Size — Outdoor</b><br>BSA: This is also the limit to cohort size for camping and for den meeting size  | Maximum 12 people   | Maximum 10 people   | Maximum 8 people  | <ul style="list-style-type: none"> <li>Maximum 6 people</li> <li>Recommended limit: 2 households</li> </ul> |
| <b>Outdoor Recreation and Fitness Establishments</b><br>(includes outdoor gyms, outdoor fitness organizations, outdoor K-12 Sports, outdoor collegiate sports, outdoor recreational sports, outdoor pools, outdoor parks and hiking trails**, outdoor campgrounds**) | BSA: This section is for facility guidelines. It will apply to our camps and when our units use these venues. |   |   |   |
|  | Maximum 300 people  | Maximum 150 people  | Maximum 75 people   | Maximum 50 people   |

Current Washington Guidelines: <https://coronavirus.wa.gov/> **Being updated.**

## Healthy Washington - Roadmap to Recovery

| Activities   | Phase 1  | Phase 2  |
|--|--|--|
| <b>Social and At-Home Gathering Size — Indoor</b>  | Prohibited   | Max of 5 people from outside your household, limit 2 households  |
| <b>Social and At-Home Gathering Size — Outdoor</b> | Max of 10 people from outside your household, limit 2 households | Max of 15 people from outside your household, limit 2 households |





# FIND HELP

[cpcbsa.org/covid](https://cpcbsa.org/covid)

Check here for continuous updates on COVID-19 response in CPC

[cpcbsa.org/adventures/patrol-cohort-camping/](https://cpcbsa.org/adventures/patrol-cohort-camping/)

Check here for detailed information on camping

[scouting.org/scoutingathome](https://scouting.org/scoutingathome)

At home fun and learning for Scouting Families, and non-Scouting families!

<https://sharedsystems.dhsoha.state.or.us/DHSForms/Served/le3461.pdf>

Oregon State Phase Overview Chart

<https://coronavirus.oregon.gov/Pages/living-with-covid-19.aspx#currentrisklevelbycountymap>

Oregon State Phase Status

<https://coronavirus.oregon.gov/Pages/living-with-covid-19.aspx#currentrisklevelbycountymap>

Oregon State Youth Programs Descriptions.

(Note: This is provided as a reference. The COVID taskforce ensured that all policies meet these requirements.)



# Tips for running a Scout meeting from home

**REMEMBER TO FOLLOW YPT guidelines for digital communication while conducting online activities, and include registered adults in all meetings and breakout meetings**

## BE IN UNIFORM



USE THIS TIME TO GET EVERYONE UP TO DATE ON THEIR CYBERCHIP



## HAVE AN OPENING AND CLOSING

A simple flag ceremony is a great way to start a meeting.

A good closing could be as simple as a review of the subjects covered in the meeting



## CREATE INTERACTIVE AND FUN MEETINGS

Use apps like Kahoot! to create quizzes and trivia games within your meetings



## DO A VIRTUAL TOUR

Virtual tours are a good way to make a meeting interesting and engaging. If able, do one live, or use a virtual tour that is already online



## INVITE SPECIAL GUESTS

Whether down the street or across the country, digital meetings mean you can easily invite a special guest to join your meeting, no matter where they are from.



## USE BREAKOUT ROOMS

Use breakout rooms for patrol meetings, and provide specific tasks for those meetings. Just like in a regular meeting.



## HAVE THE YOUTH MAKE CONTENT

Invite the youth leaders to make video content and to teach skills online as best they can with the EDGE method



## GIVE SCOUTS SHARING OPPORTUNITIES

Having scouts share what they have been working on makes the meeting more interactive and engaging



## TAKE A MINUTE TO CHECK ON EACH SCOUT IN THE MEETING

Go around and check on all the scouts to see how they are doing. In a large troop, this can be done in the patrol breakouts



## FOCUS ON BADGES AND CHALLENGES THAT CAN BE DONE FROM HOME

There are almost 50 merit badges and tons of good turns that can all still be done without needing to leave home

