



# BEST MANAGEMENT PRACTICES PLAN

AGRICULTURE

2020



# EXECUTIVE SUMMARY

May 2020

## INTRODUCTION

This document is intended to guide business owners, executives and managers by providing Best Management Practices (BMPs) in COVID-19 mitigation for industry-specific operations and settings. The practices included in this guide were developed in partnership with local industry leaders, and have been approved by the Sonoma County Department of Health, as well as its Health Officer, Dr. Sundari Mase.

The information set forth is to provide guidelines on BMPs for use once state and local health orders allow your specific business operations to partially or fully reopen. More information on current status, methodology and progress through the reopening phases can be found at the links below:

[California Resilience Roadmap](#)

[County of Sonoma Health Orders](#)

## ACKNOWLEDGMENTS

Thank you to the industry representatives and economic development partners who gave their time and expertise in the creation of these BMPs:

### Business Reps:

Jeff Carlton, Dutton Ranch  
 Ellen Cavalli, Sonoma County Farm Trails  
 Temra Costa, Green Valley Farm & Mill  
 Susan Kegley, Bees N Bloom  
 Melissa Lely, Bee Well Farms  
 Bill MacElroy, Monte-Bellaria di California  
 Joe Pozzi, Pozzi Lamb & Wool  
 Carla Rosin, Sebastopol Farmers Market  
 Evan Wiig, CAFF

### Industry Leads:

Tawny Tesconi, Sonoma County Farm Bureau



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Refer to the [EDB Business Mitigation Measures Checklist](#) for mitigation measures required by the Sonoma County Department of Health.

## MINIMIZING IN-PERSON INTERACTIONS:

1. Encourage staff who are able to tele-work to continue to do so.
2. Arrange or eliminate workspace furniture, fixtures, and merchandise to provide room for physical distancing.
3. Consider alternative product/service delivery models where appropriate (curbside, online, etc.).
4. Implement timed or otherwise monitored entrance to indoor facilities to limit number of patrons.
5. Regarding tours, consider scheduling in blocks, limiting cars/participants to facilitate physical distancing.
6. At farmers' markets, crowd control should be implemented to reduce the number of customers in the market at a given time. Any lines forming at entrances should be clearly marked to allow for physical distancing.

## DAILY MONITORING OF EMPLOYEE HEALTH REQUIREMENTS:

1. Require all employees to perform a self-check for COVID-19 symptoms before reporting to work site or other assignment away from home. This should be done using the Sonoma County SoCo COVID-19 Check app available on the Apple and Google App stores, or on the SoCo Emergency website. Alternatives may be employed as long as they meet the same purpose of employee and employer assessments while allowing electronic reporting of equivalent data to be reported to the County in aggregate form.
2. Verify on site that all employees not able to tele-work do not have a temperature of more than 100 Fahrenheit before reporting for work.
3. Provide face coverings and other appropriate personal protective equipment (PPE) and ensure correct usage at all times for employee and patron safety.
4. All employees should wash their hands or use hand sanitizer frequently and after any of the following activities: patron interactions, using the restroom, sneezing, touching the face, cleaning, sweeping, mopping, smoking, eating, drinking, going on a break and before or after starting a shift.
5. Consider staggering employee arrival and break times.
6. Limit sharing of office supplies and tools.

## MANAGING HEALTH AND SAFETY GUIDELINES:

1. Establish policies implementing new sanitization practices (handwashing by all employees; frequency of cleaning/sanitizing physical space, etc.).
2. Implement "tailgates" or regular safety meetings; train employees on all measures and protocols applicable to their function or role prior to returning to work at place of business.
3. Consider creating a compliance role within your organization (one per business unit, if needed) that creates and oversees the creation and execution of plans, guidelines and protocol.

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4. Post adequate signage to reinforce healthy practices for employees and patrons.
5. Ensure adequate access to handwashing facilities and hand sanitizer in the field, as well as staff and public areas throughout facilities.
6. Frequently clean/sanitize shared surfaces and equipment. (Isopropyl alcohol was suggested by work group members as readily available and effective as an alternative to bleach or other chemicals)
7. In farmworker housing, consider practices that minimize exposure, such as regular cleaning/sanitation, identifying a single resident responsible for shopping for essential goods, and education and awareness of best practices.
8. If sampling is offered, it should be provided pre-packaged in disposable containers and with disposable utensils. Menus should be single-use, or employ a menu board.
9. Where possible, create a dedicated role for handling money and processing transactions, with another handling food and products. If not possible, hands must be washed/sanitized before handling products. If gloves are in use, they must be changed.



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