



Reopening Brown County

Recommendations from
Public Health

August 2020



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Brown County
Health & Human Services



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De Pere Health Department

Appendix A: Food Service Establishment Guidance

The local health agencies in Brown County are a resource that may be used by all businesses countywide. The following guidance is being provided to promote the safety of your employees and patrons, as well as to further a successful reopening. Please don't hesitate to contact us with specific questions regarding our guidance that relate to your business operation, and please continue to comply with all applicable Federal, State and Local laws, rules and regulations. You can do your part to prevent the spread of COVID-19 by implementing the following recommendations:

- Prior to opening your establishment, thoroughly deep clean and sanitize the entire facility. Focus on food contact surfaces that will be touched by employees. We recommend using a bleach solution that is maintained at 50-100 ppm (one capful per gallon of water). You may contact us for additional guidelines for cleaning when the situation involves a COVID-19 positive individual.
- Flush water systems for 30 minutes in establishments that have not been in operation for an extended period of time.
- Verify all stocked food is wholesome and not expired, and discard as necessary.

Management Responsibilities

- A minimum of one certified food manager (CFM) is required per location. When practical, the employee holding the CFM should be in charge and onsite during all hours of operation.
- It is the responsibility of the person in charge to monitor and ensure that employees are following proper procedures.



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Stay Healthy/Stay Home When Sick Recommendations

- Prohibit sick employees from working.
- Have employees self-monitor for COVID-19 symptoms, such as: shortness of breath, cough, and fever.
- Businesses may want to consider a legally compliant policy or practice to screen employees for illness prior to entry and have policies in place that reinforce employees to stay at home if sick.
- Provide PPE to protect employees. An example is the use of a cloth face mask. These are designed to protect the people around the individual wearing the mask.
 - Masks should fit over the nose and mouth, and should fit snugly and comfortably around the side of the face.
 - Masks should be properly secured and should include multiple layers of fabric.
 - Manufacturer instructions should be followed regarding reusable masks, which may include laundering masks with warm/hot water, and machine drying them, after each shift.
 - Masks should be replaced if they become wet or soiled during a work shift.
 - Employees should be encouraged to not touch their mask to discourage disease transmission.
- You should have a sickness policy that is available and clearly understood by all employees regarding when to stay home from work. Employees should not be punished or reprimanded if calling in sick for an excusable illness.
- Recommend implementing a "no penalty" cancellation policy to discourage sick attendees from holding or attending an event at the food service establishment.



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Recommendations Regarding Clean Hands: Prevent the Spread of Disease

- All employees should be provided with education on proper handwashing procedures, which include: wet, lather, scrub, rinse and dry. Wash hands with soap and warm water for at least 20 seconds. As this action can break the route of disease transmission, please reinforce it with your employees.
- Hand sanitizer that contains at least 60% alcohol should be provided at entry/exit points for customers.
- Employees should wash their hands as frequently as necessary to prevent contamination of food and utensils, and to prevent the spread of disease.
- Ensure proper glove use when handling ready-to-eat foods. Single use gloves should not be re-used. Gloves are not a replacement for handwashing.

Social Distancing Recommendations

- Maintain at least 6 feet physical distance by using the following: floor markings, signage, and updated seating arrangements that ensure 6 feet of separation (please call us if you have questions regarding seating arrangements).
- Encourage the use of protective barriers to protect employees and customers (e.g., regarding booths and cash registers, plexiglass is very commonly used for these purposes and is currently readily accessible).
- Watch for changes to Federal and State issued orders.



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- Utilize your website and/or phone for orders, and use credit cards for contactless payment. Examples include modified operations, such as:
 - Contactless payments and use of mobile ordering apps/website
 - Social media posts of daily specials
 - Carry out and delivery
 - Use of customer's car as waiting area
 - Call ahead reservations/seating
 - Reduce on premise capacity
 - Limit seating area (i.e., tables/booths) to at least six feet apart
 - No salad bars or self-serve buffets
 - No tables greater than six feet in length or continuously lined up together
 - Use six foot distancing regarding outdoor eating and drinking
 - Use chalkboard menus, or laminated menus that may be sanitized after each customer use (paper menus should be discarded after each use)

Cleaning and Sanitizing Recommendations

- Provide refresher training to existing and new employees on cleaning and sanitizing procedures.
 - Concentration of approved sanitizers for food contact surfaces:
 - Chlorine 50-100 ppm
 - Quaternary Ammonium 150-400 ppm
 - Iodine 12.5 mg/L-25 mg/L



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- Sanitizer concentration should be checked with a test strip at the beginning of daily operations, hourly, and each time sanitizer is refilled. In times of higher use and where sanitizer buckets become cloudy with food debris, more frequent changing of sanitizer will help ensure proper sanitization.
- Clean and sanitize common areas/items in between customers, after each use. Clean high touch areas frequently. It is recommended to use protective coverings that can be cleaned and sanitized for hard to clean areas, such as keyboards.
- Recommend removal of shared condiments from tables and provide single use/disposable options

In addition, we advise you to monitor guidance and directives from the Federal Centers for Disease Control and Prevention (CDC), the Federal Health and Human Services Department, the State Department of Health Services, and the Wisconsin Governor's office.

If you have questions about these guidelines and how they may be applied to your facility, please don't hesitate to contact your local public health agency.



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