

Thurston Community Media Studio A COVID-19 Production Protocols

OVERVIEW

These protocols are developed in an attempt to make use of the TCMedia studio as safe as possible for all concerned during the COVID-19 pandemic. We continue to monitor mandates and recommendations of local and state Departments of Health and will operate in compliance with any requirements they issue.

We're asking Community Producers and Volunteers to be patient as we continue to move through this challenging time. TCMedia will add services and access to more facilities when we believe it to be safe to do so for our staff, guests, producers and friends.

PORTABLE EQUIPMENT

1. Portable equipment may be reserved for up to 7 days.
2. Check-in/check-out is Tuesday – Friday between 11 a.m. and 6:30 p.m. No check-in/check-out on Saturdays, Sundays or Mondays.
3. Reservations for portable equipment are required. No walk-ins.
4. Everyone must wear a mask covering their mouth and nose while in the building

STUDIO PRODUCTIONS

1. TCMedia Studio A is available for 2-hour appointments on Thursdays between 4 p.m. – 8 p.m. and on Saturdays between 2 p.m. – 6 p.m. Appointments must be made at least 7 days in advance.
2. Edit Suites remain closed until further notice.
3. All Studio A users will enter and exit the building through the front door. Please ring the doorbell when you arrive or call 360-956-3100 to let us know you are here.
4. Everyone must wear a mask covering their mouth and nose while in the building. Hosts and guests may remove their masks during the production. All crew must keep their mask on during the production.
5. Hosts, guests, and production crew entering the building must sign in with name and phone for contact tracing purposes and complete the health attestation questions. Hosts, guests, and production crew entering the building must answer the following questions:
 - a. Have you received a COVID-19 vaccine?
 - b. Have you or anyone in your household been exposed to anyone with symptoms in the last 14 days?
 - c. Have you or anyone in your household displayed symptoms of COVID-19 in the last 14 days?
6. Hosts, guests, and production crew entering the building must have a temperature check. A noncontact infrared thermometer is used.
7. **Studio A occupancy is limited to a maximum of 6 people including any crew, with overall building occupancy limited to 12.**
8. Staff only in Control Room A. TCMedia staff will operate the control room equipment for your production. TCMedia will not charge current producers this additional staff support during the COVID-19 pandemic. When TCMedia returns to regular operations, producers will again be able to recruit and use their own volunteer crews and directors in the control room.