

Staged Re-opening of FACILITIES AND SERVICES

The Idaho State Historical Society (ISHS) has developed this staged re-opening plan in alignment with Idaho Division of Human Resources (DHR) and Center for Disease Control (CDC) Guidance to protect its staff, volunteers, and visitors while re-opening, responsibly, as part of Governor Little's Idaho Rebounds protocols.



IDAHO STATE
**HISTORICAL
SOCIETY**

Preserving the Past, Enriching the Future

2205 Old Penitentiary Rd.
Boise, ID 83712
(208) 334-2682

HISTORY.IDAHO.GOV

STAGE 1
May 1-15

AGENCY-WIDE

- All facilities cleaned
- Masks & gloves provided for staff/volunteers
- Cleaning supplies procured/distributed
- Hand Sanitizing Stations set up
- Plexi Sneeze Guards installed
- Landscaping/Irrigation and Sites/grounds/facilities checks complete
- Training developed for staff and volunteers
- Advance ticket sales set up
- Communications plans created and ready to launch
- Signage planned and installed
- Website updated
- Virtual Content Continues



Staged Re-opening of FACILITIES AND SERVICES

STAGE 2
May 16-29
UP TO 10 IN GATHERINGS

ADMINISTRATION

- All Services Available
Monday-Friday | 8:00am-5:00pm

OFFICE/VIRTUAL
80% staff on site

STATE HISTORIC PRESERVATION OFFICE

- All Services Available
Monday-Friday | 8:00am-5:00pm

OFFICE/VIRTUAL
50% staff on site

STATE RECORDS CENTER

- Essential Services Available
Monday-Friday | 7:30am-4:00pm

OFFICE/VIRTUAL
50% staff on site

STATE ARCHIVES AND RESEARCH CENTER

- Limited On-site
- Services/By appointment

OFFICE/VIRTUAL
50% staff on site

OLD IDAHO PENITENTIARY

- Facility closed to the general public.
- Guidelines and restrictions for the public prepared for kickoff program (posted publicly via website and social media no later than May 29).

HISTORIC FRANKLIN

May 22

- Opening Memorial Day Weekend.
- Relic Hall, 10 person capacity (including staff).
- One way with directional signage.
- Greeting visitors at the door when at capacity.
- No games or hands-on activities.
- Hatch House, by request only, 5 person capacity (including one staff person).
- Doney House closed.

OFFICE/VIRTUAL
100% staff on site

IDAHO STATE MUSEUM

- Facility closed to the general public.

OFFICE/VIRTUAL
50% staff on site



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STAGE 3
May 30-June 12
UP TO 50 IN GATHERINGS

ADMINISTRATION	STATE HISTORIC PRESERVATION OFFICE	STATE RECORDS CENTER	STATE ARCHIVES AND RESEARCH CENTER	OLD IDAHO PENITENTIARY	IDAHO STATE MUSEUM
<ul style="list-style-type: none"> All Services Available Monday-Friday 8:00am-5:00pm <p><u>OFFICE/VIRTUAL</u> 90% staff on site</p>	<ul style="list-style-type: none"> All Services Available Monday-Friday 8:00am-5:00pm <p><u>OFFICE/VIRTUAL</u> 70% staff on site</p>	<ul style="list-style-type: none"> Essential Services Available Monday-Friday 7:30am-4:00pm <p><u>OFFICE/VIRTUAL</u> 70% staff on site</p>	<ul style="list-style-type: none"> Online services by appointment Tuesday-Saturday 11:00am-4:00pm <p><u>OFFICE/VIRTUAL</u> 70% staff on site</p>	<p><u>June 5-8</u></p> <ul style="list-style-type: none"> Make Hunger History event Masks and gloves highly encourage for all personnel. Cleaning and safety standards are conducted and monitored hourly at minimum. <p><u>OFFICE/VIRTUAL</u> 100% staff on site</p>	<p><u>June 8-12</u></p> <ul style="list-style-type: none"> Members-only hours Limited On-site Services/Timed Entry 20 visitors per hour (maximum of 40 visitors at any given time). Addressing guidance and implementing into museum operations. <p><u>OFFICE/VIRTUAL</u> 70% staff on site</p>



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STAGE 4
June 13-26
50+ IN GATHERINGS

ADMINISTRATION	STATE HISTORIC PRESERVATION OFFICE	STATE RECORDS CENTER	STATE ARCHIVES AND RESEARCH CENTER	OLD IDAHO PENITENTIARY	IDAHO STATE MUSEUM
<ul style="list-style-type: none"> All Services Available Monday-Friday 8:00am-5:00pm <p><u>OFFICE/VIRTUAL</u> 100% staff on site</p>	<ul style="list-style-type: none"> All Services Available Monday-Friday 8:00am-5:00pm <p><u>OFFICE/VIRTUAL</u> 100% staff on site</p>	<ul style="list-style-type: none"> Essential Services Available Monday-Friday 7:30am-4:00pm <p><u>OFFICE/VIRTUAL</u> 100% staff on site</p>	<ul style="list-style-type: none"> On-site Services Available Tuesday-Saturday 11:00am-4:00pm Appointments strongly encouraged. On-site Research/Reference services by appointment. Reading Room services by appointment. Walk-in services available. <p><u>OFFICE/VIRTUAL</u> 100% staff on site</p>	<p><u>June 13</u></p> <ul style="list-style-type: none"> Self-guided tours 10am-5pm Limited regular visitation. <p>Limited On-site Services/Timed Entry</p> <ul style="list-style-type: none"> Limited access to 50+ people per hour. (10am-5pm) <ul style="list-style-type: none"> All staff should be reporting to their pre-pandemic hours, unless otherwise medically advised. Part-time staff limited to essential for operations, no additional guided tours permitted until further notice. Admissions will be online, advanced register. An employee properly outfitted with PPE will assist walk-in customers outside the main entrance. Evaluate all upcoming events and the next six months of business operations for viability. Evaluate the need and safe return of volunteers to their regular duties and functions. All available exhibits should be open unless staff shortages due to social restrictions and medical conditions limits availability. <p><u>OFFICE/VIRTUAL</u> 100% staff on site</p>	<p><u>June 13</u></p> <ul style="list-style-type: none"> Open to the public <p><u>Beginning June 15</u></p> <ul style="list-style-type: none"> Member Mondays 10am-12pm <p><u>Beginning June 16</u></p> <ul style="list-style-type: none"> Senior Tuesdays 9am-10am <p><u>June 20-21</u></p> <ul style="list-style-type: none"> Half off admission for front line workers <ul style="list-style-type: none"> Limited On-site Services/Timed Entry 30 visitors per hour (maximum 60 visitors at any given time). Addressing guidance and implementing into museum operations. Continue online ticketing and limited number of visitors (blocking times for pre-booked educational programs). Continue Member Mondays & Senior Tuesdays (no general public either times). Continue virtual programs, members only programs, educational programming. <p><u>OFFICE/VIRTUAL</u> 100% staff on site</p>

Following Phase 4, future plans include continuing services to Idahoans with access to virtual content in addition to on-site services in alignment with state guidelines.