

Archdiocese of Baltimore  
Guidelines for Responding to the COVID-19 Virus  
**May 13, 2020**

To limit the amount of information being shared and to make this document as easy to read and helpful as possible, it will be limited to mostly updated/new information. Limited “repeat” information is included in italics. A comprehensive set of guidelines can be found at [www.archbalt.org/coronavirus](http://www.archbalt.org/coronavirus).

**General**

- A. THE GOVERNOR ANNOUNCED THAT, EFFECTIVE FRIDAY, MAY 15<sup>TH</sup> AT 5PM, CHURCHES MAY BEGIN HOLDING INDOOR SERVICES WITH A MAXIMUM ATTENDANCE OF UP TO 50% CAPACITY AND WITH EVERYONE FOLLOWING PHYSICAL DISTANCING AND HYGIENE (MASKS, WASHING HANDS) PROTOCOLS. WE ARE DISCUSSING THE IMPACT OF THIS GUIDANCE ON OUR PHASE I PLAN, INCLUDING WHEN AND HOW THE PARISHES OF THE ARCHDIOCESE CAN SAFELY AND EFFECTIVELY RESPOND. THERE ARE MANY FACTORS THAT NEED TO BE CONSIDERED, INCLUDING SUPPLY AVAILABILITY, DIFFERING GUIDANCE THAT MAY COME FROM THE LOCAL JURISDICTIONS, PREPARATION OF CHURCH FACILITIES, ETC. UNTIL FURTHER NOTICE, THE PHASE I GUIDELINES SHARED TUESDAY REMAIN IN EFFECT.
- B. The Spanish version of the Phase I guidelines are **attached**. The Spanish version of the video can be found here: <https://youtu.be/zCH-sfYsS3Y>

**Facilities**

The Archdiocese is in the process of obtaining pricing on sanitizing supplies, which are in short supply. **Attached** are the prices on various supplies that have been received from those vendors who provided quotes, as well are three price lists from various suppliers with PPE supplies. Please contact the Archdiocese if attempts to purchase supplies are unsuccessful.

**Communication**

- A. MyParish App will present a webinar next Tuesday, May 19, 1 p.m. EDT:  
“Safely Returning to Mass”**

What to do when welcoming people back under COVID-19 restrictions:

Topics will include:

- Signage
- Digital Worship Aids
- Event Tickets
- Digital and Printed Bulletins
- Messaging
- Streaming

[Register here.](#)

**“Maximizing Communications for Mission in Your Parish”**

The webinar presented by Chris Gunty of Catholic Review Media and Dan Rogers of Revive Parishes May 12 was recorded. (Our apologies for the silence for the first minute of the broadcast due to technical difficulties!) In case you missed the live webinar, or if you would like to watch it again, [here is the link to the replay video](#). We hope you find the content worthwhile and thank you for joining us!

**Revive Parishes is offering a free course for parishes in the Archdiocese of Baltimore. [Register for the free Revive course.](#)**

- B. Following are some links to the hardware and vendor that IT has researched for church livestreaming. There are a range of options, from cameras that may have decent image quality but designed for sitting on a tri-pod, or a custom mount, and requires someone to hold/manage the camera (really no different from holding a mobile phone). The connection from these cameras need to go to a computer which would then process the video feed through software which would then be fed out to the Internet. The next level up would be a mounted camera that is remotely controlled and feeds directly out to the Internet. These are “streaming” cameras that have the ability to not only send the video feed to a computer (if desired) but also straight out to FaceBook Live or YouTube Live. This delivers the single click go solution (after proper configuration). The problem with above is the fixed focal point. You have to have it zoomed out to see full left and right of altar and lectern.

<https://www.churchproduction.com/education/building-a-ptz-camera-system-for-your-church/>

Both of these challenges are resolved by using a PTZ camera. Pan-tilt-zoom cameras include these features. These cameras can be centrally mounted, far from the altar (based on zoom capability), have preset focal points that can be selected with a remote control or via computer/mobile device on the network, and can be streamed straight to YouTube Live or Facebook Live.

<https://techsavvychurch.com/best-ptz-cameras-for-the-church/>

After extensive research, PTZOptics provides superior PTZ cameras and functionality at (in comparison) very low cost.

<https://ptzoptics.com/>

The 20X camera linked below seems to work for approximately 95 feet from the altar, includes SDI, HDMI, and network connectivity. Video is available simultaneously from all three connections which is helpful if one wants to connect a close monitor to the HDMI output, a distant monitor via SDI, and stream to the Internet or computer via Ethernet.

<https://ptzoptics.com/sdi/>

Camera cost is ~\$1,700

- C. *Repeat information: A page on the archdiocesan website has been established where all pastoral resources will be kept: <https://www.archbalt.org/pastoralresources/>*
- D. *Repeat information: There is one central contact for the Archdiocese for all questions, concerns and reports involving the COVID-19 virus: [riskmanagement@archbalt.org](mailto:riskmanagement@archbalt.org). As more information becomes available and as we learn of other questions or concerns more updates will be forthcoming. Updates will also be posted to*

*<https://www.archbalt.org/coronavirus/>, where you can refer parishioners and others for the latest information and news.*