

**Approved: 3 March 2021**



## Post-COVID-19 Remobilization of the Membership Plan

Phase II: Resuming One-Day Special Activities (AE Events, SAREXs, etc)

KSWG  
Completed 01 Mar 2021

Template Updated 10 February 2021

## COVID-19 Remobilization of the Membership Plan – Phase II

This plan has been developed for Kansas Wing, using the template provided by the Civil Air Patrol National Headquarters to enter Phase II, Resuming One-Day Special Activities.

Additional staffing and resources have been coordinated with (other wing or region, if applicable), to cover gaps in this wing's available resources.

**NOTE:** Deviations from the template are authorized, but should be coordinated by contacting the COVID-19 Planning Team at [COVID-19Plans@capnhq.gov](mailto:COVID-19Plans@capnhq.gov).

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Narrative Summary of Coordination and Events To-Date in Kansas Wing:

Kansas Wing has closely monitored the situation since 12 March 2020, when we started augmenting the state's Emergency Operations Center. Since 10 May 2020, the Kansas infection rate has been below 1.0 which means the number of cases is decreasing. The current rate is .94.

On 4 May, the entire State of Kansas moved to Phase 1 which allowed, among other things, gatherings of 10 persons or less.

On 22 May, the entire State of Kansas moved to Phase 2 which allowed, among other things, gatherings of 15 persons or less.

On 24 May, following the Wing Commander Change of Command, the first KSWG CoVID Planning Group meeting was held.

Between 25 May and 30 May, additional staff officers were appointed and tasked to support the KSWG CoVID Planning Group.

On 8 June, some counties in the State of Kansas moved to Phase 3 which allowed, among other things, gatherings of 45 persons or less.

On 8 June, final Phase 1 KSWG Covid Planning Group was held.

The wing entered Phase 1 on 14 June.

On 18 June, the planning team met to review the calendar and plan for Phase 2.

On 08 Nov, the wing moved to Phase 1, due to increase infection rates across Kansas.

On 19 Nov, the wing moved to Phase 0, due to increase infection rates across Kansas.

On 08 Feb, the wing moved to Phase 1, due to decrease infection rates across Kansas.

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Phase II: Resuming One-Day Special Activities (AE Events, SAREXs, etc)

*NOTE: Resuming one-day special activities will not be done before it has been deemed appropriate to resume regularly scheduled meetings (i.e., this will start in Phase II).*

Item#	Task	OPR/Assigned Personnel	Date Tasked	Suspense	Date Completed	Notes
2.1.	Wing Commanders should review their wing calendar for previously-postponed and upcoming day-only events	<b>Col Roger Eaton</b>	<b>01 Mar</b>	<b>01 Mar</b>	<b>01 Mar</b>	
2.1.1.	Wing priorities for training events should be coordinated with unit commanders' needs	<b>Lt Col Neil Taylor</b>	<b>02 Mar</b>	<b>04 Mar</b>		
2.1.2.	Task staff officers to provide input on list of events and priorities:	<b>Lt Col Chris Snyder</b>	<b>02 Mar</b>	<b>04 Mar</b>		
2.1.2.1.	Director of Aerospace Education	<b>Maj Aaron Diller</b>	<b>02 Mar</b>	<b>04 Mar</b>		
2.1.2.2.	Director of Cadet Programs	<b>Lt Col Doug Crockett</b>	<b>02 Mar</b>	<b>04 Mar</b>		
2.1.2.3.	Director of Operations/Emergency Services	<b>Lt Col Doug Dutton</b>	<b>02 Mar</b>	<b>04 Mar</b>		
2.1.2.4.	Director of Professional Development	<b>Maj Stacey Kreitz</b>	<b>02 Mar</b>	<b>04 Mar</b>		
2.1.2.5.	Plans and Programs Officer	<b>Col Roger Eaton</b>	<b>01 Mar</b>	<b>04 Mar</b>		
2.2.	Coordinate with subordinate unit leaders to deconflict calendar events to the greatest extent possible	<b>Lt Col Neil Taylor</b>	<b>02 Mar</b>	<b>04 Mar</b>		
2.3.	Publish updated event listings to the Wing calendar and promote these dates to the units for their planning and participation	<b>Col Roger Eaton</b>	<b>01 Mar</b>	<b>04 Mar</b>		
2.4.	Task the Director of Safety to coordinate with Activity Directors	<b>Lt Col Eric Davis</b>	<b>02 Mar</b>	<b>04 Mar</b>		
NOTE:	<i>The term "Activity Directors" may include Incident Commanders that are directing exercises. Incident Commanders should use existing operational guidance for real-world missions and taskings. Use good judgement.</i>					
2.4.1.	Activity Directors will use Post-COVID-19 produced Risk Management (RM) forms to mitigate local risks	<b>Lt Col Doug Dutton Capt Brad Hawthorne</b>				<b>Lt Doug Dutton – Glider Academy and ICs Capt Brad Hawthorne – Aircraft Maintenance and Manufacturing Academy</b>

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2.4.2.	Activity Directors identify sources for face coverings & sanitizer to use in case of a return to increased risk	<b>Lt Col Doug Dutton Capt Brad Hawthorne</b>				<b>Lt Col Doug Dutton – Glider Academy and ICs Capt Brad Hawthorne – Aircraft Maintenance and Manufacturing Academy</b>
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Phase II: Resuming One-Day Special Activities (AE Events, SAREXs, etc; continued)

Item#	Task	OPR/Assigned Personnel	Date Tasked	Suspense	Date Completed	Notes
2.5.	Task the Health Service Officer to coordinate with Activity Directors	<b>Maj Uri Alon</b>	<b>02 Mar</b>	<b>04 Mar</b>		<b>Lt Col Doug Dutton – Glider Academy and ICs Capt Brad Hawthorne – Aircraft Maintenance and Manufacturing Academy</b>
2.5.1.	Health Service Officers consider screening with no-touch thermometers at events (if such equipment is available and practical)	<b>Maj Uri Alon</b>	<b>02 Mar</b>	<b>04 Mar</b>		<b>Lt Col Doug Dutton – Glider Academy and ICs Capt Brad Hawthorne – Aircraft Maintenance and Manufacturing Academy</b>
2.5.2.	Health Service Officers remind members that identify as High-risk to remain home, but participate virtually	<b>Maj Uri Alon</b>	<b>02 Mar</b>	<b>04 Mar</b>		
2.5.3.	Health Service Officers ensure that there is a cleaning/sanitizing plan for commonly touched surfaces, a hand washing plan, a face covering plan, a temperature check plan (either performed prior to entering the activity with a no-touch thermometer or performed at home prior to coming to the activity), and a social distancing plan.	<b>Maj Uri Alon</b>	<b>02 Mar</b>	<b>04 Mar</b>		
2.5.4.	Units will ensure no more than 50 members are together at gatherings. Squadrons with more than 50 members must submit a plan on how they will comply with restrictions	<b>Lt Col Neil Taylor</b>	<b>02 Mar</b>	<b>04 Mar</b>		
2.6.	Ensure Activity Directors have plans in place to communicate last-minute cancellations of events to participants	<b>Lt Col Doug Dutton Capt Brad Hawthorne</b>	<b>02 Mar</b>	<b>04 Mar</b>		<b>Lt Col Doug Dutton – Glider Academy and ICs Capt Brad Hawthorne – Aircraft Maintenance and Manufacturing Academy</b>

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2.7.	Ensure Activity Directors have plans in place to conduct verification of local public health guidance, local weather, and any other information that may lead to event cancellation (Continuation Check)	<b>Lt Col Doug Dutton Capt Brad Hawthorne</b>	<b>02 Mar</b>	<b>04 Mar</b>		<b>Lt Col Doug Dutton – Glider Academy Capt Brad Hawthorne – Aircraft Maintenance and Manufacturing Academy</b>
2.7.1.	45 Days Prior Continuation Check	<b>Lt Col Doug Dutton Capt Brad Hawthorne</b>				<b>Lt Col Doug Dutton – Glider Academy Capt Brad Hawthorne – Aircraft Maintenance and Manufacturing Academy</b>
2.7.2.	14 Days Prior Continuation Check	<b>Lt Col Doug Dutton Capt Brad Hawthorne</b>				<b>Lt Col Doug Dutton – Glider Academy Capt Brad Hawthorne – Aircraft Maintenance and Manufacturing Academy</b>
2.7.3.	7 Days Prior Continuation Check	<b>Lt Col Doug Dutton Capt Brad Hawthorne</b>				<b>Lt Col Doug Dutton – Glider Academy Capt Brad Hawthorne – Aircraft Maintenance and Manufacturing Academy</b>
2.7.4.	1 Day Prior Continuation Check	<b>Lt Col Doug Dutton Capt Brad Hawthorne</b>				<b>Lt Col Doug Dutton – Glider Academy Capt Brad Hawthorne – Aircraft Maintenance and Manufacturing Academy</b>
2.7.5.	Day-Of Continuation Check	<b>Lt Col Doug Dutton Capt Brad Hawthorne</b>				<b>Lt Col Doug Dutton – Glider Academy Capt Brad Hawthorne – Aircraft Maintenance and Manufacturing Academy</b>

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Phase II: Resuming One-Day Special Activities (AE Events, SAREXs, etc; continued)

Item#	Task	OPR/Assigned Personnel	Date Tasked	Suspense	Date Completed	Notes
2.8.	Ensure Unit Commanders are aware of and following the same procedures for unit-only single-day activities (i.e., they are the Activity Director for the purposes of this checklist, for unit events)	<b>Lt Col Neil Taylor</b>	<b>02 Mar</b>	<b>04 Mar</b>		
2.9.	Email this plan to signal intentions to resume single-day events to the CAP COVID-19 Planning Team at <a href="mailto:COVID-19Plans@capnhq.gov">COVID-19Plans@capnhq.gov</a> , and copy the Region Commander	<b>Col Roger Eaton</b>	<b>01 Mar</b>	<b>03 Mar</b>		
2.9.1.	Briefly describe/summarize previous coordination accomplished (i.e., 2.1 through 2.8 above)					
2.9.2.	Verify no jurisdictional restrictions are in place from State or Local Governments	<b>Lt Col Don Whitney</b>	<b>02 Mar</b>	<b>04 mar</b>		
2.9.3.	Set date to resume one-day special activities	<b>Col Roger Eaton</b>	<b>01 Mar</b>	<b>04 Mar</b>		
2.9.4.	Receive approval from the CAP COVID-19 Planning Team to resume one-day special activities. Plan for one-week lead time.	<b>Col Roger Eaton</b>	<b>01 Mar</b>	<b>04 Mar</b>		
2.10.	Publish the date that one-day special activities will resume to subordinate units	<b>Col Roger Eaton</b>	<b>01 Mar</b>	<b>04 Mar</b>		
2.11.	Task Wing Director of Operations to communicate the following to subordinate units	<b>Lt Doug Dutton</b>	<b>02 Mar</b>	<b>04 Mar</b>		
2.11.1.	Identify flight operations permitted during Remobilization Phase II	<b>Lt Doug Dutton</b>	<b>02 Mar</b>	<b>04 Mar</b>		
2.11.2.	Identify requirements (Currency, etc) for Senior members	<b>Lt Doug Dutton</b>	<b>02 Mar</b>	<b>04 Mar</b>		
2.11.3.	Identify cadet training requirements that may be different than Phase I requirements	<b>Lt Col Doug Crockett</b>	<b>02 Mar</b>	<b>04 Mar</b>		
2.11.4.	Identify cleaning standards for aircraft and vehicles before and after use	<b>Maj Uri Alon</b>	<b>02 Mar</b>	<b>04 Mar</b>		

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# COVID-19 Protection Measures by Phase – Kansas Wing

Revised 02 Mar 21

Phase	Missions and Activities	Airman Risk Category	Social Distancing	Body Temp Check	Symptoms	Disinfect	Hygiene	Face Covering	Gloves	Phase
3	Normal operations	no restriction	six foot physical separation for overnight activities, Commanders and Activity Directors personally greet returning airmen	Voluntary	Airmen must be free of symptoms for 14 days	Wash hands before and after each meeting	Wash hands (with soap) for 20 seconds before and after meeting	Cloth face covering required for high-risk airmen; cloth face covering recommended for aircrews when flying with non-CAP passengers		3
2	Essential missions, meetings of less than 51, resume non-essential travel and adhere to CDC guidelines regarding isolation following travel, small group training, no overnight activities, staggered CAP cadet orientation flights (two cadets at one time - none waiting), AF ROTC, AF JR ROTC and TOP flights	Low-risk airmen only, high-risk airmen participate remotely	6-foot physical separation during missions, meetings, etc.	Voluntary	Airmen must be free of symptoms for 14 days	Before each sortie, meeting, etc., and daily: aircraft, vehicles, workspace, e.g., doorknobs, etc.	Personal measures, avoid touching face, frequently (with soap) wash hands for 20 seconds, use hand sanitizer when handwashing is not possible	Cloth face covering required when physical separation is less than 6 feet		2
1	Essential missions, meetings of less than 11, minimize non-essential travel and adhere to CDC guidelines regarding isolation following travel, flight evaluations, crew proficiency, dual instruction, individual aircrew training, staggered CAP cadet orientation flights (two cadets at one time - none waiting)	Low-risk airmen only, high-risk airmen participate remotely	6-foot physical separation during missions, meetings, etc.	Before each sortie, meeting, etc.	Airmen must be free of symptoms for 14 days	Before each sortie, meeting, etc., and daily: aircraft, vehicles, workspace, e.g., doorknobs, etc.	Personal measures, avoid touching face, frequently (with soap) wash hands for 20 seconds, use hand sanitizer when handwashing is not possible	Cloth face covering required		1
0	Essential missions, adhere to CDC guidelines regarding isolation following travel	Low-risk airmen only, high-risk airmen participate remotely	6-foot physical separation during missions, virtual meetings	Before each sortie	Airmen must be free of symptoms for 14 days	Before each sortie and daily: aircraft, vehicles, workspace, e.g., doorknobs, etc.	Personal measures, avoid touching face, frequently (with soap) wash hands for 20 seconds, use hand sanitizer when handwashing is not possible	Cloth face covering required		0

Additional Information is available at: <https://www.gocivilairpatrol.com/covid-19-remobilization>

