

Approved: 28 June 2020



Post-COVID-19 Remobilization of the Membership Plan

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

KSWG
Completed 19 JUNE 2020

Template Updated 8 June 2020

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.

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

- Kansas Wing entered Phase I on 14Jun20
- The State of Kansas entered Phase III on 8 June 2020, mass gatherings of up to 45 individuals allowed.
- The State of Kansas plans to Phase “Out” on or about 23 June 2020, removing all State imposed restrictions.
- On 18 June 2020 KSWG/CC conducted virtual staff meeting to review calendar, plan for Phase 2 and review issues.
- Only planned event that is projected in the next 45 days is Commanders and Staff Call schedule for 18Jul20.

COVID-19 Remobilization of the Membership Plan – Phase II

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

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	KSWG/CC	18Jun20		18Jun20	The only event is the Wing's Commanders and Staff Call schedule for 18Jul20
2.1.1.	Wing priorities for training events should be coordinated with unit commanders' needs	KSWG/CV (M) Lt Col Lahan	18Jun20		18Jun20	See Attachment #10 (Attachments #1 through 9 are part of the Phase I plan)
2.1.2.	Task staff officers to provide input on list of events and priorities:	KSWG/CV (M) Lt Col Lahan	18Jun20		19Jun20	
2.1.2.1.	Director of Aerospace Education	KSWG/DAE	18Jun20		19Jun20	Nothing schedule for next 45 days
2.1.2.2.	Director of Cadet Programs	KSWG/DCP	18Jun20		19Jun20	Nothing schedule for next 45 days
2.1.2.3.	Director of Operations	KSWG/DO	18Jun20		19Jun20	Nothing schedule for next 45 days
	Director of Emergency Services	KSWG/DES	18Jun20		19Jun20	Nothing schedule for next 45 days
2.1.2.4.	Director of Professional Development	KSWG/PD	18Jun20		19Jun20	Nothing schedule for next 45 days
2.1.2.5.	Plans and Programs Officer	KSWG/XP	18Jun20		19Jun20	Nothing schedule for next 45 days for units other than unit meetings so conflicts.
2.2.	Coordinate with subordinate unit leaders to deconflict calendar events to the greatest extent possible	KSWG/CV (U) Lt Col Taylor	18Jun20		19Jun20	
2.3.	Publish updated event listings to the Wing calendar and promote these dates to the units for their planning and participation	KSWG/CS	18Jun20		Pending	As events are scheduled, they will be added to the Wing's calendar
2.4.	Task the Director of Safety to coordinate with Activity Directors	KSWG/CV (U) Lt Col Taylor	18Jun20		19Jun20	
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 tasks. Use good judgement.</i>					
2.4.1.	Activity Directors will use Post-COVID-19 produced Risk Management (RM) forms to mitigate local risks	KSWG/CV (U) Lt Col Taylor	18Jun20		19Jun20	
2.4.2.	Activity Directors identify sources for face coverings, gloves, & sanitizer to use in case of a return to increased risk	KSWG/CV (U) Lt Col Taylor	18Jun20		19Jun20	

COVID-19 Remobilization of the Membership Plan – Phase II

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	KSWG/HS Maj Alon	15Jun20		18Jun20	
2.5.1.	Health Service Officers consider screening with no-touch thermometers at events (if such equipment is available and practical)	KSWG/HS Maj Alon	18Jun20	Scheduled for 18Jul20	Pending date of event	Only one event planned during in next 45 days will have no-touch screening.
2.5.2.	Health Service Officers remind members that identity as High-risk to remain home, but participate virtually	KSWG/HS Maj Alon	18Jun20	Pending for 16Jul20	Pending scheduled date	
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 and a social distancing plan.	KSWG/HS Maj Alon	18Jun20	11Jul20	Pending	Several staff will arrive early to clean areas used by CAP.
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	KSWG/CV(U) Lt Col Taylor	18Jun20	Approx. 30Jun20	Pending approval of Phase 2 plan	State of Kansas currently limits numbers to 45 persons or less. Impacts only one unit in KSWG. NCR-KS-125 will submit a plan to the KSWG/CV(U) 3 days prior to first meeting of up to 45 members.
2.6.	Ensure Activity Directors have plans in place to communicate last-minute cancellations of events to participants	KSWG/CC	18Jun20		18Jun20	Will use KSWG distro system and calls to unit commanders in the event Commanders and Staff Call is cancelled.
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)	KSWG/CV(M) Lt Col Lahan	18Jun20	11Jul20	Pending date required	I check county guidance weekly and will prior to any event. I will monitor daily 11Jul20 until 17Jul20.
2.7.1.	45 Days Prior Continuation Check	KSWG/CV(U)	18Jun20		18Jun20	Commanders and Staff Call scheduled for 18Jul20
2.7.2.	14 Days Prior Continuation Check	KSWG/CV(U)	18Jun20	4Jul20	Pending	
2.7.3.	7 Days Prior Continuation Check	KSWG/CV(U)	18Jun20	11Jul20	Pending	
2.7.4.	1 Day Prior Continuation Check	KSWG/CV(U)	18Jun20	17Jul20	Pending	
2.7.5.	Day-Of Continuation Check	KSWG/CV(U)	18Jun20	18Jul20	Pending	

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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)	KSWG/CV(U) Lt Col Taylor	18Jun20	24Jun20	Pending	Units will review Attachment #9 from Phase I plan prior to scheduling any single-day events.
2.9.	Email this plan to signal intentions to resume single-day events to the CAP COVID-19 Planning Team at COVID-19Plans@capnhq.gov , and copy the Region Commander	KSWG/CV(M) Lt Col Lahan	18Jun20		19Jun20	Would like to enter Phase 2 on or about 26Jun20.
2.9.1.	Briefly describe/summarize previous coordination accomplished (i.e., 2.1 through 2.8 above)	KSWG/CV(M) Lt Col Lahan	18Jun20		19Jun20	See summary on page 1
2.9.2.	Verify no jurisdictional restrictions are in place from State or Local Governments	KSWG/CV(M) Lt Col Lahan	18Jun20		On going	See 2.7 above
2.9.3.	Set date to resume one-day special activities	KSWG/CV(M)	18Jun20		19Jun20	27Jun20
2.9.4.	Receive approval from the CAP COVID-19 Planning Team to resume one-day special activities. Plan for one-week lead time.	CAP COVID-19 Planning Team	19Jun20		TBD	Pending CAP COVID-19 Planning Team
2.10.	Publish the date that one-day special activities will resume to subordinate units	KSWG/CV(U) Lt Col Taylor	19Jun20		TBD	Pending CAP COVID-19 Planning Team
2.11.	Task Wing Director of Operations to communicate the following to subordinate units	KSWG/CV(M) Lt Col Lahan	18Jun20		19Jun20	See Attachment #10
2.11.1.	Identify flight operations permitted during Remobilization Phase II	KSWG/CV(M) Lt Col Lahan	18Jun20		19Jun20	Published by NHQ
2.11.2	Identify requirements (Currency, etc) for Senior members	KSWG/CV(M) Lt Col Lahan	18Jun20		19Jun20	Published by NHQ
2.11.3	Identify cadet training requirements that may be different than Phase I requirements	KSWG/CV(M) Lt Col Lahan	18Jun20		19Jun20	Published by NHQ
2.11.4	Identify cleaning standards for aircraft and vehicles before and after use	KSWG/CV(M) Lt Col Lahan	18Jun20		19Jun20	Published by NHQ



HEADQUARTERS KANSAS WING
CIVIL AIR PATROL
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Attachment #10

19 June 2020

MEMORANDUM FOR MEMBERS

FROM: Vice Commander - Mission

SUBJECT: Priority for Training for Phase 2

Kansas Wing will enter Phase 2 shortly and that will allow for increased training. Aircrews, Ground Teams and Base Staff, as we move into tornado/flooding season we want to ensure we can support the State of Kansas and the Region as whole if required. Conduct training and evaluations in a safe manner.

In Phase One we could conduct the following:

- Flight Evaluations
- Crew Proficiency
- Dual Instruction (including cadet flight instruction)
- Individual aircrew training

In Phase Two we are **ADDING** the following:

- **Small Group / Crew Training**
 - Squadrons or locally conducted training for members to earn qualifications
 - No overnight activities
- **CAP Orientation Flights**, carefully pre-scheduled and local
 - Everyone does show up for the day at one time, but rather, two cadets show up for an assigned flight block with plenty of time in between to wipe the aircraft clean and leave before the next cadets arrive.
 - Everyone is wearing a mask.
 - Pick locations where social distancing can still be done if for some reason people show up early.

Mission Staff training and duties can be conducted in small numbers.

Professional Development Courses no in person course are currently planned.

A virtual SLS is being offered to members via WAWG.

A virtual RSC is being offered by NCR.

Looking to host a CLC in July.

//Signed//

MARK W. LAHAN, Lt Col, CAP
Vice Commander - Mission