

Approved: 10 Jan 2022



Post-COVID-19 Remobilization of the Membership Plan

Phase I: Resuming Regularly Scheduled Meetings

KSWG
Completed 08 Jan 2022

Template Updated 10 February 2021

COVID-19 Remobilization of the Membership Plan – Phase I

This plan has been developed for Kansas Wing, using the template provided by the Civil Air Patrol National Headquarters to enter Phase I, Resuming Regularly Scheduled Meetings.

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.

Plan Coordinator and Point of Contact: Colonel Roger Eaton

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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 2020, the entire State of Kansas moved to Phase 1 which allowed, among other things, gatherings of 10 persons or less.

On 22 May 2020, the entire State of Kansas moved to Phase 2 which allowed, among other things, gatherings of 15 persons or less.

On 24 May 2020, ~~the~~ following the Wing Commander Change of Command, the first KSWG CoVID Planning Group meeting was held.

Between 25 May and 30 May 2020, additional staff officers were appointed and tasked to support the KSWG CoVID Planning Group.

On 8 June 2020, 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 2020, final Phase 1 KSWG Covid Planning Group was held.

The wing entered Phase 1 on 14 June 2020.

On 18 June 2020, the planning team met to review the calendar and plan for Phase 2.

On 08 Nov 2020, the wing moved to Phase 1, due to increase infection rates across Kansas.

On 19 Nov 2020, the wing moved to Phase 0, due to increase infection rates across Kansas.

On 08 Feb 2021, the wing moved to Phase 1, due to decrease infection rates across Kansas.

On 03 Mar 2021, the wing moved to Phase 2, due to decrease infection rates across Kansas.

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On 19 May 2021, the wing moved to Phase 3, due to decrease infection rates across Kansas.

On 09 Sep 2021, the wing moved to Phase 2, due to increase infection rates across Kansas.

Phase I: Resuming Regularly Scheduled Meetings

Item#	Task	OPR/Assigned Personnel	Date Tasked	Suspense	Date Completed	Notes
1.1.	Verify state government guidance currently allows or will allow gatherings on the date proposed for resuming meetings (Review of overall directives in impacted state)	Lt Col Don Whitney or delegate	08 Jan 22	10 Jan 22		
1.2.	Hold meeting with between Plan Coordinator and Health Services Officer	Maj Uri Alon or delegate	08 Jan 22	10 Jan 22		<ul style="list-style-type: none"> This may be a phone call or email Maj Alon may be not be available
1.2.1.	Wing priorities for training events should be coordinated	Lt Col Doug Dutton	08 Jan 22	10 Jan 22		<ul style="list-style-type: none"> Most training is ES
1.2.1.1.	Check state and local health guidance regarding gatherings (Review of each jurisdiction impacted by this plan)	Lt Col Don Whitney or delegate	08 Jan 22	10 Jan 22		
1.2.1.2.	Prepare information for subordinate units on temperature screening, health education, and sanitation	Col Roger Eaton	08 Jan 22	10 Jan 22		<ul style="list-style-type: none"> Protection Measures Matrix
1.2.2	Consult with Wing Legal Officer about resuming meetings	Col Roger Eaton	08 Jan 22	10 Jan 22		<ul style="list-style-type: none"> This may be a phone call or email
1.2.3	Coordinate with Wing Director of Safety	Col Roger Eaton	08 Jan 22	10 Jan 22		<ul style="list-style-type: none"> This may be a phone call or email
1.2.3.1	Verify proper risk planning tools are available to units	Lt Col Eric Davis or delegate	08 Jan 22	10 Jan 22		
1.2.3.2	Prepare to communicate with subordinate units on Safety-related matters (see 1.7. below)	Lt Col Eric Davis or delegate	08 Jan 22	10 Jan 22		
1.2.4	Coordinate with Wing Director of Cadet Programs	Col Roger Eaton	08 Jan 22	10 Jan 22		
1.2.4.1	Prepare recommendations for units regarding meeting activities and	Col Roger Eaton	08 Jan 22	10 Jan 22		<ul style="list-style-type: none"> Protection Measures Matrix

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	alternatives to maintain optimal distance while at meetings					
1.2.4.2	Prepare bullets for units to incorporate when sending messages to parents about the resumption of meetings	Col Roger Eaton	08 Jan 22	10 Jan 22		<ul style="list-style-type: none"> • Protection Measures Matrix

COVID-19 Remobilization of the Membership Plan – Phase I

Phase I: Resuming Regularly Scheduled Meetings (Continued)

Item#	Task	OPR/Assigned Personnel	Date Tasked	Suspense	Date Completed	Notes
1.3.	Have subordinate unit commanders verify that local governments do not have more restrictive social-distancing guidelines than those at the state level	Lt Col Eric Davis	08 Jan 22	10 Jan 22		
1.4.	Send copy of planning documents to the CAP COVID-19 Planning Team at COVID-19Plans@capnhq.gov , and copy the Region CC to reinstate meetings.	Col Roger Eaton	08 Jan 22	10 Jan 22		
1.4.1.	Briefly describe/ summarize previous coordination accomplished	Col Roger Eaton	08 Jan 22	10 Jan 22		<ul style="list-style-type: none"> Included on page 2 of this plan
1.4.2.	Verify no jurisdictional restrictions are in place from State or Local Governments	Lt Col Don Whitney or delegate	08 Jan 22	10 Jan 22		
1.4.3.	Set date to resume meetings; this is also the start of Phase II.	Col Roger Eaton	08 Jan 22	10 Jan 22		<ul style="list-style-type: none"> When Daily New Cases is lower than 70 per 100k for ten days
1.5.	Receive approval from the CAP COVID-19 Planning Team to reinstate meetings. Plan for one-week lead time.	Col Roger Eaton	08 Jan 22	10 Jan 22		
1.6.	Publish the date that meetings may resume to subordinate units	Col Roger Eaton	08 Jan 22	10 Jan 22		<ul style="list-style-type: none"> Notify Wing staff, squadron commanders, then Wing-wide email message
1.7.	Task Wing Director of Safety to communicate the following to subordinate units	Lt Col Eric Davis	08 Jan 22	10 Jan 22		<ul style="list-style-type: none"> Eric Davis, Wing Director, Safety
1.7.1.	Units will review CAPFs 160, 160S, and 160HL to be sure COVID-19 risks are considered and mitigated	Lt Col Eric Davis	08 Jan 22	10 Jan 22		
1.7.2.	Unit Safety Officers s will emphasize continued use of face coverings and hand sanitizer, as well as social distancing, hand washing and surface cleaning/disinfection	Lt Col Eric Davis or delegate	08 Jan 22	10 Jan 22		
1.8.	Task Wing Health Service Officer to communicate the following to subordinate units:	Maj Uri Alon or delegate	08 Jan 22	10 Jan 22		

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Phase I: Resuming Regularly Scheduled Meetings (Continued)

Item#	Task	OPR/Assigned Personnel	Date Tasked	Suspense	Date Completed	Notes
1.8.1.	Units will ensure no members or guests with a temperature of 100.4 or greater are admitted (a temperature at or above 100.4°F is the CDC recognized point where there is a fever). Units will require members to take their temperature at home or may screen with no-touch thermometers prior to entry.	Lt Col Eric Davis	08 Jan 22	10 Jan 22		<ul style="list-style-type: none"> Each unit has been issued two touchless thermometers
1.8.2.	Educate members on their stratified level of risk (i.e., Low-risk vs. High-risk)	Maj Uri Alon or delegate	08 Jan 22	10 Jan 22		
1.8.3.	Units perform all appropriate public health measures (e.g., social distancing, surface cleaning/disinfection, face coverings, hand sanitizer, at-home temperature check or no-touch temperature check prior to entry and routine symptom checks)	Lt Col Eric Davis	08 Jan 22	10 Jan 22		
1.8.4	Units will ensure no more than 10 members are together at gatherings. Squadrons with more than 10 members must submit a plan on how they will comply with restrictions	Lt Col Eric Davis	08 Jan 22	10 Jan 22		
1.9.	Task Wing Director of Cadet Programs to communicate the following to subordinate units:	Lt Col Doug Crockett	08 Jan 22	10 Jan 22		
1.9.1.	Units identify ways to meaningfully engage and fully participate in meetings without formations, drill, or other close-distance activities	Lt Col Doug Crockett	08 Jan 22	10 Jan 22		
1.9.2.	Units draft a local message to parents to inform them about what CAP is doing to keep Cadets safe while they participate	Lt Col Doug Crockett	08 Jan 22	10 Jan 22		<ul style="list-style-type: none"> Protection Measures Matrix

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1.10.	Task Wing Director of Operations to communication the following to subordinate units.	Lt Col Doug Dutton	08 Jan 22	10 Jan 22		
1.10.1	Identify flight operations permitted during Phase I	Lt Col Doug Dutton	08 Jan 22	10 Jan 22		
1.10.2.	Identify requirements (Currency, etc) for senior members	Lt Col Doug Dutton	08 Jan 22	10 Jan 22		
1.10.3.	Identify requirements for cadets that have earned their Private Pilot's License to return to flying	Lt Col Doug Dutton	08 Jan 22	10 Jan 22		
1.10.4.	Identify requirements for cadets training to earn their Private Pilot's License	Lt Col Doug Dutton	08 Jan 22	10 Jan 22		
1.10.1.	Identify cleaning standards for aircraft and vehicles before and after use	Lt Col Doug Dutton	08 Jan 22	10 Jan 22		

COVID-19 Protection Measures by Phase – Kansas Wing

Revised 08 Jan 22

IMPORTANT:

- COVID-19 is lethal to some people
- Senior members are responsible for their own health and to avoid infecting others.
- Cadet parents/guardians are responsible for their charge's health and to avoid infecting others.
- These measures are subordinate to local protective ordinances and regulations. If there is a variance, adopt the most protective measure.

Phase	Missions and Activities	Airman Risk Category	Social Distancing	Body Temp Check	Symptoms	Disinfect	Hygiene	Face Covering	Phase
3	Normal operations	no restriction	Six feet physical separation for overnight activities, Commanders and Activity Directors personally greet returning airmen	Voluntary All members should be questioned about any COVID-19 or Influenza-like symptoms, as well as recent exposures to possibly infectious individuals.	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	Good quality, well-fitted facial masks are STRONGLY recommended for all members when meeting indoors. When out of doors, members who have been fully vaccinated are free to choose whether to wear a mask or not, while unvaccinated (or non-disclosing) members need to be required to wear a mask when at least 6' physical/social distancing cannot be strictly enforced. Aircrews consisting of all vaccinated members are free to choose as a group whether to mask or not. If one member prefers masking, all need to wear masks. Aircrews with unvaccinated or non-disclosing members and/or passengers should continue to wear masks. Refer to CDC for specific guidance regarding facial masking	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 All members should be questioned about any COVID-19 or Influenza-like symptoms, as well as recent exposures to possibly infectious individuals.	Airmen must be free of symptoms for 14 days	Before and after each sortie, meeting, etc., and daily: aircraft, vehicles, workspace, e.g., doorknobs, etc.	Personal measures, avoid touching face, frequently wash hands (with soap) for 20 seconds, use hand sanitizer when handwashing is not possible	Good quality, well-fitted facial masks are STRONGLY recommended for all members when meeting indoors. When out of doors, members who have been fully vaccinated are free to choose whether to wear a mask or not, while unvaccinated (or non-disclosing) members need to be required to wear a mask when at least 6' physical/social distancing cannot be strictly enforced. Aircrews consisting of all vaccinated members are free to choose as a group whether to mask or not. If one member prefers masking, all need to wear masks. Aircrews with unvaccinated or non-disclosing members and/or passengers should continue to wear masks. Refer to CDC for specific guidance regarding facial masking	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) If all are fully vaccinated, up to 25 can meet out of doors for meetings and activities. To keep concentrations of viral particles as low as possible, outside meetings and activities are strongly encouraged. If meeting indoors is necessary (weather, etc), attention should be paid to ventilation or HEPA filtering.	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 and after each sortie, meeting, etc., and daily: aircraft, vehicles, workspace, e.g., doorknobs, etc.	Personal measures, avoid touching face, frequently wash hands (with soap) for 20 seconds, use hand sanitizer when handwashing is not possible	Cloth, surgical or other appropriate 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 and after each sortie and daily: aircraft, vehicles, workspace, e.g., doorknobs, etc.	Personal measures, avoid touching face, frequently wash hands (with soap) for 20 seconds, use hand sanitizer when handwashing is not possible	Cloth, surgical or other appropriate covering required	0

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

