

Approved: 24 Sept 2020



Post-COVID-19 Remobilization of the Membership Plan

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

LAWG

Completed 7 July 2020

Revised September 2020

COVID-19 Remobilization of the Membership Plan – Phase II

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

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

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

Louisiana Wing moved to Phase 1 on 20 June 2020. All activities consistent with that move have been accomplished. In addition, the wing membership has internalized the pre-emptive preventative measures such that monitored compliance finds few discrepancies. The State has demonstrated a steady decline in key parameters over several months with the exception of a spike on or about 4 August. As a result, the State has gone to Phase III of the Federal guidelines as of 11 September. Out of an abundance of caution, Louisiana Wing requests to move to Phase II immediately with the caveat that individual units, may be asked to go back to Phase I if conditions in the local area so dictate.

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	Col Pat Yglesias	1 July	Ongoing		Reviewed every Wednesday

Plan Completed By: Col CA Scarbrough

Last Updated: 21 September 2020

Template Updated 8 June 2020

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2.1.1.	Wing priorities for training events should be coordinated with unit commanders' needs	ES Training	1 July	Ongoing		Ongoing activity
2.1.2.	Task staff officers to provide input on list of events and priorities:	Chief of Staff	6 July	Ongoing		Schedule reviewed with senior staff every Wednesday.
2.1.2.1.	Director of Aerospace Education	See above				
2.1.2.2.	Director of Cadet Programs	See above				
2.1.2.3.	Director of Operations/Emergency Services	See above				
2.1.2.4.	Director of Professional Development	See above				
2.1.2.5.	Plans and Programs Officer	See above				
2.2.	Coordinate with subordinate unit leaders to deconflict calendar events to the greatest extent possible	Chief of Staff Lt Col Amos Plant	6 July	Ongoing		See above. Coordinated in preparation for the Wednesday review.
2.3.	Publish updated event listings to the Wing calendar and promote these dates to the units for their planning and participation	COS and Director of IT	6 July	Ongoing		Revised and reviewed as needed.
2.4.	Task the Director of Safety to coordinate with Activity Directors	Lt Col John McCrory				Ongoing
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	Unit Commanders/Activity Directors				Continuation from Phase 1
2.4.2.	Activity Directors identify sources for face coverings, gloves, & sanitizer to use in case of a return to increased risk	Unit Commanders/Activity Directors				Continuation from Phase 1

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	HSO Maj Phil Smith	1 July			Ongoing
2.5.1.	Health Service Officers consider screening	HSO Maj Phil				Previously tasked; ongoing

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	with no-touch thermometers at events (if such equipment is available and practical)	Smith				
2.5.2.	Health Service Officers remind members that identify as High-risk to remain home, but participate virtually	HSO Maj Phil Smith				Continuation from Phase 1
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.	HSO Maj Phil Smith				Continuation from Phase 1
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	Activity Directors/Squadron Commanders				Continuation from Phase 1
2.6.	Ensure Activity Directors have plans in place to communicate last-minute cancellations of events to participants	PD and ES Training; Col Mike Dubois				Ongoing requirement
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)	Col Mike Dubois/Squadron Commanders				Continuation of Phase 1 requirement
2.7.1.	45 Days Prior Continuation Check	Activity Directors	Ongoing			Ongoing
2.7.2.	14 Days Prior Continuation Check	Activity Directors	Ongoing			Ongoing
2.7.3.	7 Days Prior Continuation Check	Activity Directors	Ongoing			Ongoing
2.7.4.	1 Day Prior Continuation Check	Activity Directors	Ongoing			Ongoing
2.7.5.	Day-Of Continuation Check	Activity Directors	Ongoing			Ongoing

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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)	Col Pat Yglesias	11 September 2020	ASAP		Implementation when approval to move to Phase II is granted. Notice via CC letter.
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	Col CA Scarbrough	14 September 2020	14 September 2020	14 September 2020	Revised date: 21 September 2020
2.9.1.	Briefly describe/summarize previous coordination accomplished (i.e., 2.1 through 2.8 above)	Review Phase 1				
2.9.2.	Verify no jurisdictional restrictions are in place from State or Local Governments	Col CA Scarbrough	11 September	14 September	11 September	Governor's COVID briefings are reviewed as they are issued.
2.9.3.	Set date to resume one-day special activities	19 September				If approved, one day activities will resume as of Saturday, 19 September
2.9.4.	Receive approval from the CAP COVID-19 Planning Team to resume one-day special activities. Plan for one-week lead time.	TBD				
2.10.	Publish the date that one-day special activities will resume to subordinate units	Col CA Scarbrough	11 September			TBD depending on approval
2.11.	Task Wing Director of Operations to communicate the following to subordinate units	Lt Col Pat Kerr	14 September			
2.11.1.	Identify flight operations permitted during Remobilization Phase II	Lt Col Pat Kerr	14 September			
2.11.2.	Identify requirements (Currency, etc) for Senior members	Col Thomas Barnard	Ongoing			Ongoing activity
2.11.3.	Identify cadet training requirements that may be different than Phase I requirements	Lt Col Vic Santana	7 July	14 September		Reviewed and notice prepared

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2.11.4	Identify cleaning standards for aircraft and vehicles before and after use	Lt Col Pat Kerr	March 2020	March 2020	March 2020	Continuing requirement
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**HEADQUARTERS
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16 Sept 2020

SUBJECT: Phase 2 COVID-19 request

1. Effective 26 September 2020, Louisiana Wing will transition to Phase 2 of the national COVID-19 remobilization plan. This will allow the wing and units to hold one-day events such as aerospace education activities, field trips, training exercises, flight clinics, community support events, Cadet Orientation flights and similar activities.
2. Resumption of one-day activities is subject to the following limitations and safety requirements:
 - a. In accordance with guidance from national headquarters, meetings and activities must be limited to a maximum 50 persons while maintaining six-foot social distancing.
 - b. Face masks are required by members at all times when indoors, and outdoors when 6-foot social distancing cannot be guaranteed, in addition, face masks should be worn in all public areas. For activities during which social distancing is impractical (e.g. pilot or aircrew training, travelling in corporate vehicles, etc.), members must wear facial coverings and continue to sanitize commonly touched surfaces before and after use.
 - c. All activities, exercises, or other activities involving more than 10 individuals will require the assignment of an activity director, whose responsibilities will include: familiarizing him- or herself with Phase 2 remobilization procedures and limitations; completion of required COVID-19 Risk Management forms; securing necessary supplies such as face coverings, sanitizing wipes, hand washing facilities, etc.; coordinating with health services officers for proper screening and temperature checks of all attendees; and developing and communicating plans and dates for go/no-go decisions for each event.
 - d. A written attendance log is mandatory for all activities involving more than 10 persons and must be retained for future review.
 - e. Participation is limited to members whose general health places them at lower risk for COVID-19 vulnerability. Members who consider themselves in a high-risk category should consider all factors before attending activities. While it remains up to the member to self-determine the advisability of participating in activities, members exhibiting a temperature of 100.4 degrees Fahrenheit, flu-like symptoms, or who have come in contact with individuals exhibiting COVID-19-like symptoms should weigh all options before opting to participate. As is possible, participation through virtual media should be made available to members wishing to attend in that venue

- f. Non-essential travel in corporate vehicles or aircraft may resume with due consideration of appropriate risk mitigation.

- g. Flight activities that are allowed are:
 - a. Flight Evaluations
 - b. Crew Proficiency
 - c. Dual Instruction (including cadet flight instruction such as in the Wings Program)
 - d. Individual aircrew training
 - e. Small Group Crew Training (units or groups of locally conducted training for members to earn crew qualifications, not large area classes so that we avoid any potential for overnight activities; personnel would generally be flying with local people that they know)
 - f. Carefully pre-scheduled local CAP Orientation Flights (Everyone doesn't 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

- h. Overnight events remain prohibited.

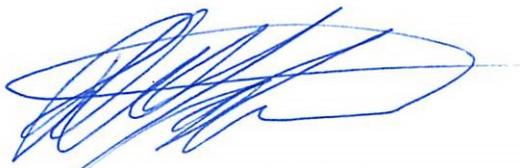
The Governor of Louisiana has currently declared the state to be in Phase 3 reopening. In the event of a new declaration, any additional more restrictive guidelines set forth shall by the state shall supersede those listed here as of the effective date of the new proclamation. In such an event, Louisiana Wing will communicate additional guidance to unit leadership.

Summary

As we move into Phase II,

- Existing guidelines regarding facial covering, disinfection, and social distancing remain in effect.
- Flight activities are only allowed as outlined in 2.g above.
- One day activities on the Unit Level are authorized with the caveat that all reasonable and prudent measures as outlined above are followed.

Any illness in the unit is to be reported to the Wing Commander as soon as practical as well as any diagnosed case of COVID 19 within the membership.



PATRICK M. YGLESIAS, Colonel, CAP
Wing Commander

Semper Vigilans