

Approved: 24 May 2021



Post-COVID-19 Remobilization of the Membership Plan

Phase III: Resuming Overnight Activities (Bivouacs, Conferences, Encampments, etc)

MTWG
Completed 12 MAY 2021

COVID-19 Remobilization of the Membership Plan – Phase III

This plan has been developed for Montana 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: Maj Billy Jackson

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

Montana is rapidly approaching criteria for moving to Phase III. As noted in the checklist, conditions in the state and counties are constantly monitored. We continue to apply CDC/State recommendations and will continue to do so.

- Masks will be worn indoors, at all times, exception when eating.
- Social Distancing will be maintained in classrooms and overnight accommodations.
- One cadet per bunk for social distancing some facilities have stacked bunks).
- Masks do not need to be worn when in bunk but recommended when moving around barracks.
- Masks will be worn when in CAP vans with member from multiple families.
- County restrictions of activity location will also be followed.

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Phase III: Resuming Overnight Activities (Bivouacs, Conferences, Encampments, etc)

NOTE: Resuming overnight activities will not be done until Phase III, when most public health restrictions have been lifted, schools & businesses have reopened, and the forecasted risk is minimal.

Item#	Task	OPR/Assigned Personnel	Date Tasked	Suspense	Date Completed	Notes
3.1.	Verify current state-level guidance allows overnight events to resume	Col Gilchrist	06 June 2020	3/1/2021	3/1/2021	This activity is constantly being monitored. Most counties are now up to group sizes of 249 with a few exceptions. All counties are within 50 people gatherings and on the cusp of the next stage.
3.2.	Consult with staff officers to prepare for overnight activities	Maj Jackson	06 June 2020	20 July 2020	3/1/2021	
3.2.1.	Coordinate with Health Services	Maj Johnson	06 June 2020	20 July 2020	ongoing	Will communicate with Maj Jackson. This is an ongoing activity
3.2.1.1.	Check state and local health guidance regarding gatherings	Lt Col Semple	06 June 2020	ongoing	ongoing	This activity is constantly being monitored.
3.2.1.2.	Prepare to communicate with subordinate units on Health Services-related matters to continue selected public health measures	Maj Jackson	06 June 2020	20 July 2020	3/1/2021	Maj Johnson will support
3.2.2.	Consult with Legal Officer about resuming overnight activities	Col Gilchrist	06 June 2020	20 July 2020	3/1/2021	Resumption of overnight activities is okayed once membership hits 10/100k
3.2.3.	Coordinate with Director of Safety	Maj Jackson	06 June 2020	20 July 2020	3/1/2021	
3.2.3.1.	Verify proper planning and mitigation tools are available to staff and units	MSgt Furniss	25 June 2020	20 July 2020		
3.2.3.2.	Prepare to communicate with subordinate units on Safety-related matters	MSgt Furniss	25 June 2020	20 July 2020		This activity is constantly being monitored.
3.2.4.	Coordinate with Director of Cadet Programs	Maj Jackson	06 June 2020	20 July 2020	3/1/2021	
3.2.4.1.	Prepare recommendations for units regarding overnight activities	Maj Johnson	06 June 2020	20 July 2020	3/1/2021	Recommendations are for units to contact local health officials. Overnight events will follow the same standards of care and cleanliness as well as mask wearing and any additional precautions.

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3.2.4.2.	Prepare bullets for units to incorporate when sending messages to parents about the resumption of overnight activities	Lt Col Lenell	06 June 2020	20 July 2020		Done emailed to team and Squadron CCs
3.3.	Query commanders of subordinate units to verify that local governments do not have more restrictive social-distancing guidelines than those at the state level	Lt Col Semple	06 June 2020	20 July 2020	ongoing	This is an action that will be ongoing.

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Phase III: Resuming Overnight Activities (Bivouacs, Conferences, Encampments, etc; continued)

Item#	Task	OPR/Assigned Personnel	Date Tasked	Suspense	Date Completed	Notes
3.4.	Email the CAP COVID-19 Planning Team at COVID-19Plans@capnhq.gov , and copy the Region Commander for permission to reinstate overnight activities	Col Gilchrist	06 June 2020			
3.4.1.	Describe previous coordination accomplished	Maj Jackson	06 June 2020	20 July 2020	3/1/2021	
3.4.2.	Verify no jurisdictional restrictions are in place from State or Local Governments	Lt Col Semple	06 June 2020	20 July 2020	3/1/2021	Local jurisdictions do have much less restrictive plans in place. Differs by county. Each unit will contact the county health department before events to ensure they meet standards. Group sizes of 249 are authorized in most counties so long as face coverings remain.
3.4.3.	Set date to resume overnight activities, this is the start of Phase III	Col Gilchrist	06 June 2020			
3.4.4.	Receive approval from the CAP COVID-19 Planning Team to resume overnight activities. Plan for one-week lead time.	Maj Jackson/ Col Gilchrist	06 June 2020			
3.5.	Publish the date that Phase III will begin to subordinate units	Maj Jackson	06 June 2020		3/1/2021	Phase 3 will begin once each county reaches the new national standard of a downward trend and below 10 cases per 100,000 cases. Each unit will notify Wing HQ of their intent to do so.
3.6.	Task Wing Director of Safety to communicate the following to subordinate units:	Maj Jackson	06 June 2020	20 July 202	3/1/2021	Complete
3.6.1.	Units may use steady-state RM forms to mitigate local risks	Squadron CC's		20 July 2020	3/1/2021	Complete
3.6.2.	Units continue to use face coverings, gloves, hand sanitizer, and an emphasis on hygiene during meetings and activities	Squadron Safety Officer		20 July 2020	ongoing	Wing Safety may issue general guidance. This is an ongoing action
3.7.	Task Wing Health Service Officer to communicate the following to subordinate units:	Maj Jackson	06 June 2020	20 July 2020	3/14/2021	Wing doesn't have an HSO, Maj Johnson will advise

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3.7.1.	Health Services will continue to consider screening with no-touch thermometers prior to entry to the meeting or will require members to take their temperature at home prior to attending the activity	Maj Jackson	06 June 2020	20 July 2020	ongoing	Wing doesn't have an HSO, Maj Johnson will advise
3.7.2.	Health Services will educate members on the importance of monitoring their health and avoiding participation in activities if sick	Maj Jackson	06 June 2020	20 July 2020	ongoing	Wing doesn't have an HSO, Maj Johnson will advise

Phase III: Resuming Overnight Activities (Bivouacs, Conferences, Encampments, etc; continued)

Item#	Task	OPR/Assigned Personnel	Date Tasked	Suspense	Date Completed	Notes
3.7.3.	Health Services will continue to educate members on public health practices such as emphasizing hygiene, having face coverings & gloves available, social distancing for those at high-risk, and common surface cleaning	Maj Jackson	06 June 2020	ongoing	ongoing	Wing doesn't have an HSO, Maj Johnson will advise. This will be an ongoing activity
3.8.	Task Wing Director of Cadet Programs to communicate the following to subordinate units:	Maj Jackson	06 June 2020	20 July 2020	3/1/2021	
3.8.1.	Units plan to resume formations, drill, and other close-distance activities as appropriate	Capt Rickard	25 June 2020	20 July 2020	3/1/2021	
3.8.2.	Units draft a local message to parents to inform them about what CAP is doing to keep Cadets safe while they participate in the resumption of all manner of activities in Phase III (a return to normal post-COVID-19 operations)	Capt Rickard	25 June 2020	20 June 2020		

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Resources:

Risk Management Form: https://www.gocivilairpatrol.com/media/cms/CAPF160_7_May_2020_D185E324398F9.pdf

COVID Event Planner: <https://covid19risk.biosci.gatech.edu/>

Every County has a different matrix for reopening and large/overnight events have specific requirements depending on what town you are in. Squadrons will need to advise and be aware of these requirements as to protect the organization against any issues.

Letter: <https://docs.google.com/document/d/11WX60ovgvdgF72vDtnLhduY3hakiXR0s54uwoK6-RMs/edit?usp=sharing>