

Approved: 4 June 2021



Post-COVID-19 Remobilization of the Membership Plan

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

NJWG
Completed 21 MAY 2021

Template Updated 20 April 2021

COVID-19 Remobilization of the Membership Plan – Phase III

This plan has been developed for NEW JERSEY Wing, using the template provided by the Civil Air Patrol National Headquarters to enter Phase III, Resuming Overnight Activities.

Additional staffing and resources have been coordinated with NOT 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: Lt Col Bruce Brown, CAP (NJWG/CS)

Primary Phone: _____

Primary Email: edward.brown@njwg.cap.gov

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

See Attachments on New Jersey Conditions and NJWG/CC Implementation Memo.

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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.

Below are the phase III criteria:

- A four-week downward trend in the daily new case count metric (Federal resources have told us that trends that last this long are far less likely to reverse)
- Daily new case count number should ideally be at 10.0 / 100k population or lower
- Infection rate of 0.9 or lower
- Positive test rate of 5% or lower

Item#	Task	OPR/Assigned Personnel	Date Tasked	Suspense	Date Completed	Notes
3.1.	Verify current state-level guidance allows overnight events to resume	Lt Col Brown, NJWG/CS	20 May 21	1 Jun 21	1 Jun 21	NJ State EO 242 allows overnight youth camps, but still requires masks for schools, camps, and healthcare settings (EO 242, para 9, page 11).
3.2.	Consult with staff officers to prepare for overnight activities	Lt Col Brown, NJWG/CS	20 May 21	1 Jun 21	1 Jun 21	
3.2.1.	Coordinate with Health Services	Lt Col Brown, NJWG/CS	20 May 21	1 Jun 21	1 Jun 21	
3.2.1.1.	Check state and local health guidance regarding gatherings	Lt Col (Dr) McCullough, NJWG/HSO	20 May 21	1 Jun 21	1 Jun 21	State guidance is contained in EO 242, with references to earlier EOs still in effect regarding healthcare settings, youth camps, and schools. There are no additional restrictions at the local level.
3.2.1.2.	Prepare to communicate with subordinate units on Health Services-related matters to continue selected public health measures	Lt Col (Dr) McCullough, NJWG/HSO	20 May 21	1 Jun 21	1 Jun 21	This has been ongoing since June 2020.
3.2.2.	Consult with Legal Officer about resuming overnight activities	Lt Col Brown, NJWG/CS	20 May 21	1 Jun 21	1 Jun 21	Completed. E-mail documenting contents of phone call conducted 1 Jun 21.
3.2.3.	Coordinate with Director of Safety	Lt Col Brown, NJWG/CS	20 May 21	1 Jun 21	1 Jun 21	
3.2.3.1.	Verify proper planning and mitigation tools are available to staff and units	Capt Juba, NJWG/SE	20 May 21	1 Jun 21	1 Jun 21	
3.2.3.2.	Prepare to communicate with subordinate units on Safety-related matters	Capt Juba, NJWG/SE	20 May 21	1 Jun 21	1 Jun 21	This has been ongoing since June 2020.

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3.2.4.	Coordinate with Director of Cadet Programs	Lt Col Brown, NJWG/CS	20 May 21	1 Jun 21	1 Jun 21	
3.2.4.1.	Prepare recommendations for units regarding overnight activities	Maj Pastoriza, NJWG/CP	20 May 21	1 Jun 21	1 Jun 21	

COVID-19 Remobilization of the Membership Plan – Phase III

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

Item#	Task	OPR/Assigned Personnel	Date Tasked	Suspense	Date Completed	Notes
3.2.4.2.	Prepare bullets for units to incorporate when sending messages to parents about the resumption of overnight activities	Maj Pastoriza, NJWG/CP	20 May 21	1 Jun 21	1 Jun 21	See attachment 3.
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 Taylor, NJWG/CV(S)	20 May 21	1 Jun 21	1 Jun 21	
3.4.	Email the CAP COVID-19 Planning Team at COVID-19Plans@caphq.gov , and copy the Region Commander for permission to reinstate overnight activities	Lt Col Brown, NJWG/CS	20 May 21	1 Jun 21	2 Jun 21	
3.4.1.	Describe previous coordination accomplished	Lt Col Brown, NJWG/CS	20 May 21	1 Jun 21	1 Jun 21	
3.4.2.	Verify no jurisdictional restrictions are in place from State or Local Governments	Lt Col Hart, NJWG/JA	20 May 21	1 Jun 21	1 Jun 21	NJ Gov EO 242 removes most restrictions at the state level but some restrictions remain for elementary / secondary schools, youth summer camps, and healthcare institutions. NJWG has verified that the State of New Jersey meets all four criteria for entering CAP Phase 3.
3.4.3.	Set date to resume overnight activities, this is the start of Phase III	Col Abegg, NJWG/CC	20 May 21	1 Jun 21	1 Jun 21	4 JUN 21.
3.4.4.	Receive approval from the CAP COVID-19 Planning Team to resume overnight activities. Plan for one-week lead time.	Lt Col Brown, NJWG/CS	20 May 21	4 Jun 21	Pending	Request for approval has been submitted.
3.5.	Publish the date that Phase III will begin to subordinate units	Col Abegg, NJWG/CC	20 May 21	4 Jun 21	Pending	As soon as approval is obtained from NHQ, the date will be released to the membership of NJWG.
3.6.	Task Wing Director of Safety to communicate the following to subordinate units:	Capt Juba, NJWG/SE	20 May 21	1 Jun 21	1 Jun 21	
3.6.1.	Units may use steady-state RM forms to mitigate local risks	Capt Juba, NJWG/SE	20 May 21	1 Jun 21	1 Jun 21	Use CAPF 160 or 160S (as appropriate); COVID-19 hazards must be assessed and mitigated.
3.6.2.	Units continue to consider face coverings, hand sanitizer, and an emphasis on hygiene during meetings and activities	Lt Col (Dr) McCullough, NJWG/HSO	20 May 21	1 Jun 21	1 Jun 21	If social distancing (6-feet, approximately two arm lengths) cannot be maintained indoors, masks will be worn by all personnel for maximum protection.

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3.7.	Task Wing Health Service Officer to communicate the following to subordinate units:	Lt Col Brown, NJWG/CS	20 May 21	1 Jun 21	1 Jun 21	
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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
3.7.1.	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	Lt Col (Dr) McCullough, NJWG/HSO	20 May 21	1 Jun 21	1 Jun 21	Members will be required to take their temperature at home and perform self-screening. Basic Encampment, Ground Search & Rescue (GSAR) School, National Flight Academy (Powered), and other overnight activities will provide no touch thermometers and screening by staff.
3.7.2.	Health Services will educate members on the importance of monitoring their health and avoiding participation in activities if sick	Lt Col (Dr) McCullough, NJWG/HSO	20 May 21	1 Jun 21	1 Jun 21	This has been ongoing since June 2020.
3.7.3.	Health Services will continue to educate members on public health practices such as emphasizing hygiene, having face coverings, social distancing for those at high-risk, and common surface cleaning	Lt Col (Dr) McCullough, NJWG/HSO	20 May 21	1 Jun 21	1 Jun 21	This has been ongoing since June 2020.
3.8.	Task Wing Director of Cadet Programs to communicate the following to subordinate units:	Lt Col Brown, NJWG/CS	20 May 21	1 Jun 21	1 Jun 21	
3.8.1.	Units plan to resume formations, drill, and other close-distance activities as appropriate	Maj Pastoriza, NJWG/CP	20 May 21	1 Jun 21	1 Jun 21	
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)	Maj Pastoriza, NJWG/CP	20 May 21	1 Jun 21	1 Jun 21	
3.9.2.	Identify requirements for Senior and Cadet members to return to flying as required	Capt Mattos, NJWG/DO	20 May 21	1 Jun 21	1 Jun 21	

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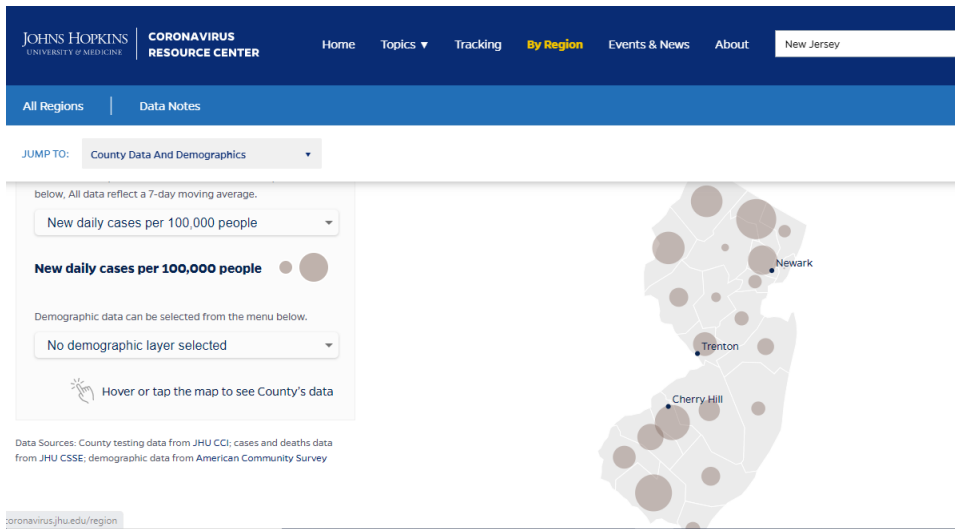
Phase III: Resuming Overnight Activities (Bivouacs, Conferences, Encampments, etc; continued)

3.9.	Task Wing Director of Operations to communicate the following to subordinate units	Lt Col Jennings, NJWG/CV(O)	20 May 21	1 Jun 21	1 Jun 21	
3.9.1.	Identify flight operations permitted during Remobilization Phase III	CAPT Mattos, NJWG/DO	20 May 21	1 Jun 21	1 Jun 21	Flight Operations are unrestricted (i.e., pre-COVID-19 activities) with the exception that aircraft disinfection is still required IAW CAP requirements.

Conditions in New Jersey as of 27 May 21:

New Jersey has met all four of CAP’s requirements to enter Phase 3.

1. New Jersey has experienced a month-long (4 week-plus) downward trend in COVID cases.
2. New Jersey county-by-county infection rates are all below 10 per 100K of population. The highest is Passaic County at 8.2, but most are well below that rate (as of 27 May 21).
3. New Jersey infection rate is below 0.9 (currently 0.74, as of 1 Jun 21).
4. New Jersey positive tests are below 5% (currently 2.38%, as of 27 May 21).

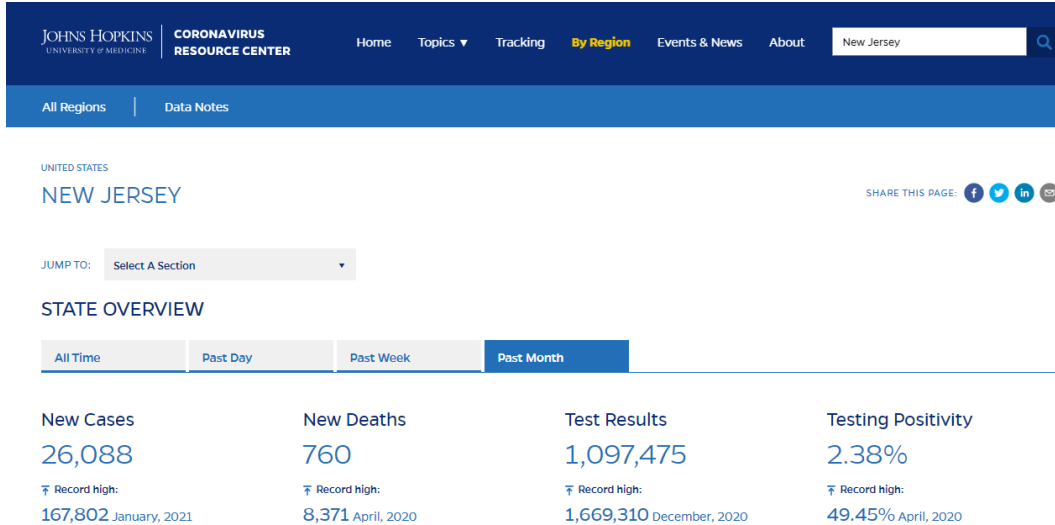


New Jersey Infection Rates by County:

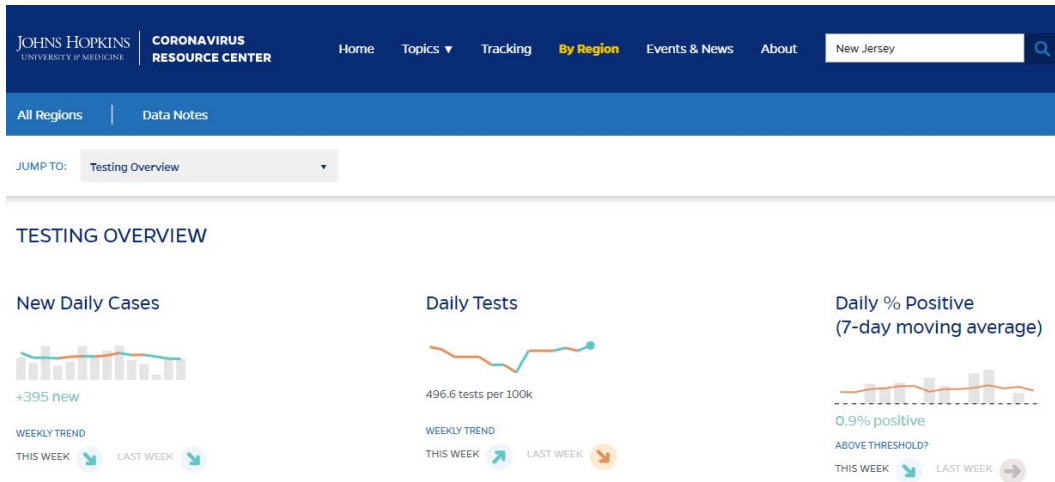
Sussex	6.7	Passaic	8.2	Bergen	4.1
Hudson	3.1	Essex	6.4	Union	4.2
Morris	3.6	Warren	6.9	Hunterdon	4.9
Somerset	3.9	Middlesex	4.3	Mercer	5.5
Monmouth	4.7	Burlington	5.2	Ocean	4.3
Camden	7.3	Gloucester	5.9	Salem	5.4
Cumberland	7.6	Atlantic	4.9	Cape May	4.4

Retrieved 27 May 2021 from <https://coronavirus.jhu.edu/region/us/new-jersey>

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CAP PHASE 3 NJWG IMPLEMENTATION:

1. Phase 3 assumes some restrictions are in-place until CAP exits all COVID-19 remobilization phases.
2. NJWG Phase 3 plan incorporates New Jersey State restrictions in-place at the time this plan was promulgated to senior leaders; masks are still required for elementary and secondary schools, as well as summer youth camps (per NJ Governor EO 242, paragraph 9, page 11).
3. NJWG Squadron commanders have discretion to require all members wear masks indoors during meetings, based on meeting location and ability to maintain indoor social distancing. Squadron commanders should also consider rules of their landlords and maintain good relationships as tenants when deciding whether to require masks. Squadron commanders will communicate these decisions to their unit members in clear and unequivocal messages.
4. NJWG interprets CAP basic encampment and cadet participation in overnight training as most analogous to secondary school and summer youth camp activities, and will comply with these stricter state standards during those activities. If state standards are relaxed while NJWG is still in Phase 3, then an amendment stating the new state restrictions will be forwarded to NHQ CAP COVID Planning Team for approval as an amendment to this plan.
5. Membership and attendance limits are removed from NJWG activities.
6. Disinfection of touch surfaces at meetings and activities will be an ongoing requirement.
7. Activity directors will submit COVID contingencies and risk management forms (CAPF 160 & 160S, as appropriate) with every activity request; activities will not be approved unless COVID mitigation (to include notifying members of last minute changes or cancellations) are clearly addressed in the plan.
8. Activity directors must include budget considerations for disinfection and screening supplies, and enough staffing to ensure implementation of disinfection and member screening.
9. Activity directors must require attendees to include a “Get Home” plan for members who might become symptomatic for COVID-19 during an activity.
10. Activity directors must ensure CAP policy is obeyed (e.g., aircraft disinfection procedures, CAP/CC letter dated 18 May 21, etc.), unless state authorities mandate stricter policies. Activity directors are accountable for compliance with NJWG Phase 3 procedures as approved by NHQ, to include amendments. NJWG COVID Planning POC (NJWG/CS) is responsible to communicate any changes or amendments to Phase 3 to the membership.
11. NCSAs conducted within the geographic boundaries of New Jersey will comply with NHQ COVID-19 restrictions, unless New Jersey State requirements are more restrictive; in that case those tighter restrictions will be communicated to and coordinated with NHQ Activity OPR.
12. Permitted flight operations return to pre-COVID-19 status with the following restrictions: Aircraft disinfection will continue to be strictly implemented. Masks (or face coverings) may be worn inside aircraft, unless they interfere with crew duties or communication; or the crew members are vaccinated.

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Sample Bullet Statements for Units to Communicate to Members

- Parents should be confident that CAP and New Jersey Wing Leadership have cadet safety and preventing the further spread of disease as the number one priority.
- New Jersey Wing safely participated in COVID-19 relief operations throughout the pandemic without a single member becoming ill as a result of CAP activities. These operations included 138 days of sustained response, 2,593 man days of support to Presidentially-declared disaster relief, over 1.7 million meals assembled or distributed, 5,600 COVID-19 tests facilitated, almost 2,300 disposable protective gowns assembled for first responders, over 12,000 reusable protective cloth masks assembled, and two field medical stations with 1,000 hospital beds total disassembled for New Jersey National Guard and Office of Emergency Management.
- During the worst of the pandemic, CAP granted waivers for in-person participation that would have prevented continued progression in the cadet program; New Jersey squadrons led the way in virtual tools to keep unit meetings alive with Zoom, Webmeeting, Google Meet, and other platforms.
- Our return to normal operations have lagged behind state governments re-opening so that CAP could be sure of the safest possible environments for our cadets and senior member adults assembling in-person once again.
- The fight against COVID-19 and other contagious diseases is not over and we will not become complacent. Social distancing will continue to be enforced and continuous cleaning and disinfection of touch surfaces at our activities will continue to be the hallmark of good hygiene and disease control at all our activities.
- Members should still have masks or face coverings readily available in the event that social distancing is not practical for a portion of a CAP activity.
- Individual squadrons may still have to wear masks if their hosts require them (for example, at schools) at meeting locations.
- Squadron commanders will be proactive in notifying unit members of any changes to activities (e.g., delays, cancellations, etc.) well in advance of the activity so that members and parents have adequate time to adapt.

NJWG/CC Memo Implementing CAP Phase 3 Remobilization of the Membership:

On NJWG Letterhead:

4 June 2021

MEMORANDUM FOR ALL NEW JERSEY WING MEMBERS

FROM: CC

SUBJECT: CAP COVID 19 Membership Remobilization, Phase 3

1. This memorandum communicates the implementation of the National Headquarters-approved plan for New Jersey Wing to remobilize its membership and activities as civil authorities relax or eliminate widespread closures, curfews, and other public health protective measures.
2. Effective 4 June 2021, New Jersey Wing will enter CAP Phase 3 for membership remobilization. This applies to unit meetings, single-day activities, overnight activities, and all wing operations. Phase 3 still carries Civil Air Patrol restrictions which will remain in effect until the membership is fully remobilized, and there are no more phases.
 - a. Units may commence in-person meetings with no membership limit indoors or outdoors.
 - b. Masks or other face coverings may continue to be worn indoors at unit commander discretion. Masks are proven to reduce the spread of disease; even if viruses are microscopic, the sneeze and cough particles which carry them onto other people are not. Masks reduce or stop those particles.
 - c. In any setting where masks are not worn, social distancing is mandatory. As of this date, the New Jersey Governor Phil Murphy still requires masks to be worn in elementary and secondary education settings, as well as youth summer camps. Compliance with these state restrictions remains a part of NJWG Phase 3 COVID Remobilization.

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d. Units will assign personnel to regularly clean contact surfaces at the meeting location at regular intervals, including prior to the commencement of the meeting and immediately following; this assignment of personnel does not restrict any other personnel from cleaning a surface if contamination is suspected.

e. Units will instruct members to take their own temperature prior to entering a CAP meeting; a temperature equal to or greater than 100.4 degrees Fahrenheit is disqualifying for attendance at a CAP meeting. Units will rely on member self-reporting.

3. Flight operations during CAP Phase 3 will resume with certain restrictions:

a. Aircraft will be disinfected according to National Headquarters materials and standards found at the following website https://www.youtube.com/watch?v=NOEs_jip-nU&feature=youtu.be.

b. Isopropyl alcohol (IPA)/water mix (60% IPA/40% water, by volume) is recommended by CAP NHQ. For best results, wipe the surface with an IPA/water mix and let it dry. This mix can also be sprayed onto soft surfaces, like carpet, but do not use this IPA/water mix on aircraft leather and windows. Leather and windows: Any commercially available soap and water, such as dishwashing soap, can be used.

c. Isopropyl alcohol (IPA) 50% is recommended for glass multi-function displays (MFD). For glass products with anti-reflective (AR) coating, use a concentration of greater than 50% Isopropyl Alcohol (IPA) with a micro-fiber cloth to prevent scratches. Do not use bleach or Lysol® wipes, or any cleaners with Citric Acid or Sodium Bicarbonate as these can etch the coating on these displays. AR glass is used on displays and touchscreens in the Garmin G1000, G3000, and G5000 systems, as well as Collins Proline21 and Proline Fusion. Do not use IPA on acrylic, Lexan, or Polycarbonate screens such as the Garmin GNS 430/530.

d. Disinfection will be conducted before and immediately following sorties. This redundancy reduces the risk of ineffective disinfection.

e. Flight operations and activities return to pre-COVID with the exception of disinfection and the use of face coverings that don't interfere with crew duties or communications. Crew members may agree among themselves on the same sortie to forego face coverings if members have been vaccinated.

f. Aircrews will check AIF and e-mail for any additional guidance or restrictions.

COVID-19 Remobilization of the Membership Plan – Phase III

4. My POC for Flight Operations is Capt Darren Mattos (Darren.mattos@njwg.cap.gov) and for unit meetings is Lt Col Nick Taylor (Nicholas.taylor@njwg.cap.gov). Please contact them, or your unit commander, if you require additional information. Stay safe!

DRAFT COPY

JOE H. ABEGG, Colonel, CAP
Commander