

Approved: 15 Nov 2021



Post-COVID-19 Remobilization of the Membership Plan

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

Return to Phase II from Phase III

NMWG

Completed Nov 14, 2021

Template Updated 10 February 2021

COVID-19 Remobilization of the Membership Plan – Phase II

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

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.*

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

Nov 2021 Update:

Since New Mexico Wing's COVID Positives have remained over 50% per 100K people since Nov 5, 2021, currently on Nov 14 the case rate has gone up to 63.65, the Infection Rate is 1.18 and the Positivity Rate is 13.2%.

NMWG purposes allowing CAP Activities and units to meet, follow Phase II guidelines no more than 50 people at any meeting. The same will apply for all activities. The use of facial covering during Phase II must be enforced even if social distancing is maintained. Cleaning and disinfecting will also continue. Temperature checks and screening questions will be utilized before anyone enters the meeting place.

An email will go out to all members of New Mexico Wing on 11-14-21 that effective Nov 15 New Mexico Wing will be reverting to Phase II

The COVID REMOB Team will continue to monitor the Case Rate on a regular basis.

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Members and parents are responsible for their own comfort in attending any activity. No one will be penalized for opting out of in person meetings

NO OVERNIGHT ACTIVITIES

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

NOTE: All one-day special activities will be presented to the Wing Commander and upon approval by the Wing Commander the special activities will take place but CAPF 160 must be completed and approved by the Wing Commander and no more than 50 members can participate in the activity.

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	CC/VC			On-going	Continue coordinating activities with Wing Staff and Squadron Commanders. Events being added to Wing Calendar and monitored.
2.1.1.	Wing priorities for training events should be coordinated with unit commanders' needs	OPS, ES, DO, AE, CP, DP, GCC			On-going	Continuously coordinate New Mexico Wing's priorities for training events with unit commanders' needs.
2.1.2.	Task staff officers to provide input on list of events and priorities:				On-going	Continue tasking staff officers to provide input on list of wing events and priorities.
2.1.2.1.	Director of Aerospace Education	AE			On-going	Provided input on list of Aerospace Education training activities and priorities.
2.1.2.2.	Director of Cadet Programs	CP			On-going	Continuous input on list of Cadet training activities and priorities.
2.1.2.3.	Director of Operations/Emergency Services	DO/ES			On-going	Continuous input on list of Emergency Services training activities and priorities.
2.1.2.4.	Director of Professional Development	PD			On-going	Continuous input on list of Professional Development training activities and priorities.
2.1.2.5.	Plans and Programs Officer	VC/Major Leaf			On-going	Continue tasking staff officers to provide input on list of wing events and priorities.
2.2.	Coordinate with subordinate unit leaders to deconflict calendar events to the greatest extent possible	VC			On-going	Continuous coordination with subordinate unit leaders to de-conflict calendar events to the greatest extent possible.
2.3.	Publish updated event listings to the Wing calendar and promote these dates to the units for their planning and participation	VC, Major Leaf			On-going	Continuously publish updated activity and event listings to the New Mexico Wing Calendar, and promote these dates to the units for their planning and participation. Emails will be sent to Group, Squadron and Staff
2.4.	Task the Director of Safety to coordinate with Activity Directors	SE, AD, VC			On-going	Continuously coordinating Safety with Activity Directors
NOTE:	<i>The term "Activity Directors" (AD) may include Incident Commanders that are directing exercises. Incident Commanders should use existing operational guidance for real-world missions and taskings. Use good judgement. In NM this person would be the person hosting, planning, sponsoring the activity. All activities besides Squadron Meetings will have to appoint an AD if your activity has more than 10 people.</i>					

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2.4.1.	Activity Directors will use Post-COVID-19 produced Risk Management (RM) forms to mitigate local risks	AD and SE			TBD	AD must submit to SE at least 30 days before the event. SE will review and send comments to AD and once approved it will be signed and uploaded into SharePoint and documented on the RA/160 spreadsheet.
2.4.2.	Activity Directors identify sources for face coverings & sanitizer to use in case of a return to increased risk	AD, HSO, SE			TBD	SE will check with ADs to ensure they have all required supplies and an appropriate, approved risk assessment before the activity.

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, VC			On-going	HSO will be included in all Activity planning in the Wing.
2.5.1.	Health Service Officers consider screening with no-touch thermometers at events (if such equipment is available and practical)	HSO, VC			On-going	HSO will continue to ensure that Units screening with no-touch thermometers at events in addition to screening questions. Most units have no- touch thermometers.
2.5.2.	Health Service Officers remind members that identify as High-risk to remain home, but participate virtually	HSO, VC			On-going	HSO will continue to provide guidance for Units to remind members that identify as High-risk to remain home, but participate virtually
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, VC, SE			On-going	HSO will continue to provide guidance for Units to ensure that there is a cleaning/sanitizing plan for commonly touched surfaces, a hand washing plan, a face covering plan, as 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), use of screening questions and a social distancing plan.
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 Director			On-going	HSO will continue to provide guidance for Unit to ensure no more than 50 individuals are together at gatherings. Squadrons with more than 50 members will notify how they will comply with restrictions 50 individuals must submit a plan to NM COVID Remobilization Team on how they will comply with restrictions.

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2.6.	Ensure Activity Directors have plans in place to communicate last-minute cancellations of events to participants	Activity Director, VC			On-going	VC will continue to provide guidance for Units to ensure Activity Directors have plans in place to communicate last-minute cancellations of events to participants
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)	Activity Director, VC, HSO			On-going	VC and HSO will continue to provide guidance for Units to 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. (Continuous Check)
2.7.1.	45 Days Prior Continuation Check	Activity Director, VC, HSO	TBD		On-going	When events are identified, the Continuous Check process will begin.
2.7.2.	14 Days Prior Continuation Check	Activity Director, VC, HSO	TBD		On-going	When events are identified, the Continuous Check process will begin.
2.7.3.	7 Days Prior Continuation Check	Activity Director, VC, HSO, CC	TBD		On-going	When events are identified, the Continuous Check process will begin.
2.7.4.	1 Day Prior Continuation Check	Activity Director, VC, HSO, CC	TBD		On-going	When events are identified, the Continuous Check process will begin. We don't want to see the no go decision made on this day.
2.7.5.	Day-Of Continuation Check	Activity Director, VC, HSO, CC	TBD		On-going	When events are identified, the Continuous Check process will begin.

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
2.8.	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)	VC, HSO, SE, GCC			On-going	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 purpose of the checklist, for unit events) The Unit Commander becomes the AD and they will comply with all of the AD requirements.
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	VC	TBD		11-14-21	Plan will be emailed to CAP COVID-19 Planning Team and SWR/CC to signal intentions to resume single-day events.
2.9.1.	Briefly describe/summarize previous coordination accomplished (i.e., 2.1 through 2.8 above)	VC				See page 2 for Narrative summary and sections 2.1-2.8. Information is routinely shared with units through email and chain of command. New Mexico Wing Staff and Commanders have CV email to address any additional questions from members or units.
2.9.2.	Verify no jurisdictional restrictions are in place from State or Local Governments	VC, HSO, SE			On-Going	AD and Commanders must ensure that they review and updated to any changes.
2.9.3.	Set date to resume one-day special activities	VC, CC			TBD	Unit only special activities will begin upon plan approval and activity approval of SE and VC. Dates will be published to membership.
2.9.4.	Receive approval from the CAP COVID-19 Planning Team to resume one-day special activities. Plan for one-week lead time.	VC				
2.10.	Publish the date that one-day special activities will resume to subordinate units	VC			11-14-21	VC will communicate with Staff and Commanders about resuming one-day activity. We will recommend that activities start 30 days after approval so proper planning can be accomplished.
2.11.	Task Wing Director of Operations to communicate the following to subordinate units	VC will do			On-going	DO and VC will communicate to Units and Staff
2.11.1.	Identify flight operations permitted during Remobilization Phase II	DO, VC			11-13-21	Identified flight operations permitted during Remobilization Phase II.

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2.11.2	Identify requirements (Currency, etc) for Senior members	DO, VC, CC			On-going	Identified senior member requirements. Requirements will follow operations and ops qual requirements.
2.11.3	Identify cadet training requirements that may be different than Phase I requirements	DO, VC, CC			On-going	Requirements will follow operations and ops qual requirements.
2.11.4	Identify cleaning standards for aircraft and vehicles before and after use	VC, HSO, SE			On-going	Cleaning standards for aircraft and vehicles have been identified.

COVID-19 Remobilization of the Membership Plan – Phase II

New Mexico Wing Top priority: Continue regular squadron meetings

Special Activities | Training

OPS:

Wing orientation flights

Mission Pilot and Mission Observer flight training

Aircrew training and proficiency

New pilot qualification

Emergency Services

No more than 50 members for 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)

SAREX, to include various mission bases with Virtual operations as well

UDF/GTM, sUAS Field Training

Cadets:

Leadership activities (Drill / Curry activities, Color Guard)

Orientation flights- limit the amount of 'hangar time' for those not flying
Powered, Glider, Balloon

Cadet PT Times and group sessions need to take extra precautions in keeping the groups and individuals spread out.

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AE:

In - person aerospace activities and field days.

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NO OVERNIGHT ACTIVITIES

Flight Activities

Phase One

- Flight Evaluations
- Crew Proficiency
- Dual Instruction (including cadet flight instruction such as in the Wings Program)
- Individual aircrew training
- 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.

Phase Two: Plus Phase 1 Activities

- 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)
- CAP, AFROTC and AFJROTC Cadet Orientation Flights
- TOP Flights

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Social Distancing in Vehicles:

While practicing social distancing in CAP vans is a difficult restriction, it is essential for limiting opportunities to spread the virus. The basic rule is to transport ONLY those members who are essential to the mission or activity. Riding in a vehicle, even with facial coverings, is a relatively high-risk situation due to the enclosed space. This is particularly true for unvaccinated or mixed groups.

- The following are guidelines:
 - Everyone in the vehicle must wear a good quality, well-fitting facial covering, unless everyone in the vehicle has been fully vaccinated. In that case, facial masks may be optional for passengers.
 - Arrange seating to maximize the physical distancing around unvaccinated or undisclosed members. If all members are vaccinated, seating can be adjusted up to the vehicle maximum.
 - Ensure that cabin vents are open and allow for air flow into and out of the van.
 - If available, POV transportation with only family members in each vehicle is preferable to limit opportunities for exposure

CAP versus State or Military Base Restrictions:

CAP has chosen to take a conservative approach to remobilizing wings, and wings are expected to follow the more restrictive between the State, Tribal, Local or Territorial regulations or CAP's guidelines. CAP leadership wants wings to take the necessary time to develop tools and a battle rhythm to regularly check key indicators to determine if they can safely operate.

CAP versus Military Base Restrictions: Similarly, when CAP activities are planned on a military base, CAP personnel should follow all base restrictions unless CAP restrictions are more conservative. When planning activities on a military base, the POC / Activity Director should contact the base to inquire about current restrictions.