

Approved: 5 June 2020



Post-COVID-19 Remobilization of the Membership Plan South Dakota Wing

Plan Completed By: Lt Col Todd Epp & Col Nicholas Gengler
Last Updated: 3 June 2020
Template Updated 12 May 2020

SD Wing
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Phase I: Resuming Regularly Scheduled Meetings

BACKGROUND/OVERVIEW:

The State of South Dakota currently (1 June 2020) has no restrictions in place on its citizens concerning the coronavirus. Nearly all municipalities in the state have rescinded their coronavirus ordinances. Non-Indian Country counties in the state do not have any coronavirus restrictions in place. Some of the state's tribal nations (which are often co-situated on some of the state's counties) have implemented checkpoints on state, federal, and tribal highways, limiting non-essential traffic and some restrictions on their tribal members. All governmental units strongly suggest that citizens follow CDC guidelines in dealing with the coronavirus. However, these are recommendations and do not have the force of law.

A number of cities have decided to not open their swimming pools because they do not think they can comply with CDC guidelines. Other cities have opened or plan to open their swimming pools with stipulations this summer. Some communities have decided to not allow organized summer sports activities; others are allowing such activities with stipulations.

The State of South Dakota, the Indian Health Service, and one of the State's major health care systems have dramatically increased coronavirus testing, primarily of at-risk populations and residents and staff of long-term care facilities.

Statewide, coronavirus positive cases have been declining. However, with increased testing, this may change. "Hot spots" remain at some of the state's food processing plants in Aberdeen, Alpena, and Plankinton. Smithfield Foods, which has a large pork processing plant in Sioux Falls, had nearly 900 positive cases of workers and those in close contact with them. According to the S.D. Department of Health, nearly all those people have recovered. Currently there have been just over 5,000 cases of COVID-19 in SD, with just 1,069 active cases as of 1 June 2020. There have been 62 deaths and 3,900 recovered. Cases overall are on a downward trend. There are 87 currently hospitalized. See the attached charts on active cases & hospital capacity

Since mid-March, SDWG units have been meeting remotely (and weekly) via online platforms such as Zoom, Microsoft Teams, and Google Hangouts. The SDWG even conducted its first ever remote mini-SAREX (a search and rescue scenario) through the use of Zoom. The SDWG has also conducted various training events, such as classes on the use of Google Earth and Mission Scanner Training, via Microsoft Teams or other conferencing platforms.

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SDWG’S PLAN IN BRIEF: Given that the number of cases have been decreasing in South Dakota and the lack of any legal restrictions on groups meeting or what individuals can or cannot do, the SDWG proposes allowing CAP activities and units to meet, following the CDC’s guidelines of no more than ten people in a room until further notice. If a meeting has more than ten people, the additional people can participate via online or meetings maybe staggered to limit the amount of people meeting to ten members or less. The same would apply to training activities, aerospace activities, recruiting activities, and most other CAP activities. All members will take their temperature at home or by a no-touch thermometer before entering the meeting place. Wearing of gloves will be optional, and members will practice social distancing. Aircrews will also wear masks and optional gloves. Ground teams in vans will practice social distancing within the vehicle and also wear a mask and gloves. Members will be asked to wash their hands or apply hand sanitizer at all venues, vehicles, or aircraft. Anyone over the allowed temperature will be sent away.

The matrix below indicates the steps and dates to implement the above plan.

SDWG

Completed 1 June 2020

Template Updated 12 May 2020

This plan has been developed for South Dakota 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 no other wings 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 Todd D. Epp

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

Plan Completed By: Lt Col Todd Epp & Col Nicholas Gengler

Last Updated: 3 June 2020

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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 Todd Epp, Col Nick Gengler	5/28/20		5/28/20	https://covid19.healthdata.org/united-states-of-america/south-dakota Stay at home orders, business closure orders, and travel restrictions were not ever fully implemented. See 1.2.2 below.
1.2.	Hold meeting with between Plan Coordinator and Health Services Officer	Lt Col Todd Epp, Lt Col Linda Buechler, Col Nick Gengler	5/28/20		5/31/20	Talked with Lt Col Linda Buechler and Wing Commander Nick Gengler via phone call and email discussions.
1.2.1.	Wing priorities for training events should be coordinated	Lt Col Jeremy Langrock, Lt Col Craig Goodrich, Capt Richard Rezac, Col Nick Gengler				The only flights permitted during phase 1 are flight evaluations/check rides, crew proficiency, dual instruction (assuming all members are low-risk and all flight operations are in low-risk areas). Pilots and crew are to wear masks and sanitize AC before and clean again after use. Corp Missions are authorized as long as non-CAP passengers follow the same safety procedures in this document. Training Activities of all kinds are allowed with no more than 10 people and no overnight activities. Members will wear masks and maintain distance from each other. Current training exercises will be planned and conducted under these rules. See Letter to Squadron Commander's attachment.
1.2.1.1.	Check state and local health guidance regarding gatherings (Review of each jurisdiction impacted by this plan)	Lt Col Todd Epp, Col Mike Beason	5/28/20		5/28/20	https://covid.sd.gov/docs/COVID_SDPlan_BackToNormal.pdf If symptoms, and cases are showing a two-week downward trend, and hospital PPE, availability, and testing levels are good, we can implement Phase 1.
1.2.1.2.	Prepare information for subordinate units on temperature screening, health education, and sanitation	Lt Col Linda Buechler, Lt Col Mark Huntington	5/28/20		5/30/20	We will follow CDC, SD Dept. Of Health, and local departments of health guidelines regarding the best practices of dealing with the coronavirus. See attached.

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1.2.2	Consult with Wing Legal Officer about resuming meetings	Lt Col Todd Epp, Col Nick Gengler, Lt Col Craig Goodrich	5/28/20		5/28/20	Lt Col Epp, SDWG Assist. Legal Officer, said there are no currently statewide restrictions in place and nearly all South Dakota cities have rescinded their coronavirus restrictions.
1.2.3	Coordinate with Wing Director of Safety	Lt Col Mark Huntington, Lt Col Todd Epp Col Nick Gengler	5/28/20		5/30/20	Talked to Lt Col Mark Huntington via email and phone call.
1.2.3.1	Verify proper risk planning tools are available to units	Lt Col Mark Huntington, Lt Col Todd Ep	5/28/20		5/30/20	
1.2.3.2	Prepare to communicate with subordinate units on Safety-related matters (see 1.7. below)	Lt Col Todd Epp, Lt Col Mark Huntington	5/28/20		5/30/20	
1.2.4	Coordinate with Wing Director of Cadet Programs	Lt Col Todd Epp, Lt Col Linda Buechler Col Nick Gengler	5/28/20		5/30/20	Talked with Lt Col Linda Buechler and Wing Commander Nick Gengler via phone call and email discussions.
1.2.4.1	Prepare recommendations for units regarding meeting activities and alternatives to maintain optimal distance while at meetings	Lt Col Todd Epp, Lt Col Mark Huntington, Col Nick Gengler	5/28/20		5/30/20	See attachment. Email will be sent upon approval of Plan.
1.2.4.2	Prepare bullets for units to incorporate when sending messages to parents about the resumption of meetings	Lt Col Linda Buechler, Lt Col Mark Huntington, Lt Col Todd Epp	5/28/20		5/30/20	See attachment. Email will be sent upon approval of Plan.

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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 Todd Epp, unit commanders, Col Nick Gengler	5/28/20		5/28/20	See 1.1
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 Nick Gengler	5/28/20			
1.4.1.	Briefly describe/ summarize previous coordination accomplished	NA				
1.4.2.	Verify no jurisdictional restrictions are in place from State or Local Governments	Lt Col Todd Epp	5/28/20		5/28/20	See 1.2.2
1.4.3.	Set date to resume meetings; this is also the start of Phase II.	Lt Col Todd Epp, Col Nick Gengler	5/28/20		6/5/2020	5 June 2020
1.5.	Receive approval from the CAP COVID-19 Planning Team to reinstate meetings. Plan for one-week lead time.	Lt Col Todd Epp, Col Nick Gengler	5/28/20			See 1.4.3 and 1.6
1.6.	Publish the date that meetings may resume to subordinate units	Lt Col Todd Epp, Col Nick Gengler	5/28/20		6/5/20	5 June 2020
1.7.	Task Wing Director of Safety to communicate the following to subordinate units	Lt Col Mark Huntington	5/28/20			See attachment. Email will be sent upon approval of Plan.
1.7.1.	Units will review CAPFs 160, 160S, and 160HL to be sure COVID-19 risks are considered and mitigated	Lt Col Todd Epp, unit commanders	5/28/20			See attachment. Email will be sent upon approval of Plan.
1.7.2.	Unit Safety Officers s will emphasize continued use of face coverings, gloves, and hand sanitizer, as well as social distancing, hand washing and surface cleaning/disinfection	Lt Col Todd Epp, unit commanders, unit safety officers	5/28/20			See attachment. Email will be sent upon approval of Plan.
1.8.	Task Wing Health Service Officer to communicate the following to subordinate units:	Lt Col Linda Buechler, unit commanders	5/28/20		6/5/20	See attachment. Email will be sent upon approval of Plan.

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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 Linda Buechler, Lt Col Mark Huntington	5/28/20			Units will use the CAP COVID-19 Temperature Guidelines of 30 April 2020.
1.8.2.	Educate members on their stratified level of risk (i.e., Low-risk vs. High-risk)	Lt Col Mark Huntington	5/28/20		6/5/20	5 June 2020
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 Todd Epp, Lt Col Mark Huntington, unit commanders	5/28/20		6/5/20	5 June 2020. See 1.2.1.2. See Exhibit XX.
1.9.	Task Wing Director of Cadet Programs to communicate the following to subordinate units:	Lt Col Linda Buechler, unit commanders	5/28/20		5/30/20	
1.9.1.	Units identify ways to meaningfully engage and fully participate in meetings without formations, drill, or other close-distance activities	Lt Col Linda Buechler, Col Nick Gengler, Lt Col Todd Epp	5/28/20		5/30/20	See attachment. Email will be sent upon approval of Plan.
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 Todd Epp, unit commanders	5/28/20		5/30/20	See attachment. Email will be sent upon approval of Plan.

Letter to Squadron Commanders from SD Wing Commander: Opening 9 June 2020 Squadron Reopening Plan (Phase 1)

1. In light of the COVID-19 Pandemic, the CAP National Commander/CEO has cancelled all CAP activities (except certain AFAM, Engine Preservation program, and real-world missions) until 30 June 2020. However, due to the low number of cases and the possibility that SD Wing will be able to keep cases to a minimum, CAP NHQ has authored a plan for certain Wings to begin to have in-person activities. This is not a requirement to meet in person, only an authorization. Squadron Commanders & Activity Directors are required to check with their local health department to determine any local restrictions in place. Virtual meetings using any teleconference medium (Zoom, Teams, etc.) are still allowed and encouraged.
2. This plan applies to all SD Wing Civil Air Patrol activities. Examples include: Squadron Meetings, Flight Training, sUAS training, ES Training, Professional Development Training, any routine vehicle or aircraft maintenance, movement of aircraft and vehicles are authorized but are limited to within the state of SD borders, unless authorized by the Wing Commander. Corporate Mission are allowed as long as any non-CAP passengers follow the same safety procedures found in this document. O-Rides are not authorized for Phase 1.
3. If any squadron member reports any sickness to the Squadron Commander, that report will be passed to the Wing Commander, Vice Commander, Chief of Staff, and Director of Safety within 24 hours of it being reported. Until otherwise directed, that Squadron will be placed on immediate lockdown and not allowed to hold any in-person CAP meetings or other CAP activities.
4. The following page outlines the duties of the Squadron Commander during the “Phase 1” authorization to open. If the Squadron Commander is unable to comply with the restrictions in this directive than they will alert the Wing Commander and will NOT open their Squadron until they can comply with the requirements in this directive.
 - a. Squadron Commanders will construct a simple response to each of the requirements in the attached directive. Those responses will be provided to the SD Wing Commander, Col Nick Gengler. Squadron Commanders MUST receive an “ok to open” message from the Wing Commander or Vice Commander before announcing plans to their Squadron members.
 - b. REQUIREMENTS FOR OPENING (PHASE 1)
 - i. No more than Ten (10) TOTAL people at the Squadron Meetings or Activities. Squadron Commanders and Activity Directors are encouraged to continue using video teleconference software (Zoom, Teams, etc.) for those members that either cannot or do not want to attend. Commanders may want to stagger senior and cadet nights or times, or meet in separate locations. Squadrons with more than eight cadets wanting to attend should also vary the meeting time or place to accommodate their cadets but keep the number of people to ten or less.

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- ii. Before opening the building to members, the Squadron Commanders and Activity Directors MUST do a thorough cleaning/disinfecting of the entire building, focusing on high-touch areas such as tables, chairs, clipboards, bathrooms, handles, light switches, etc. Follow this CDC guidance: <https://www.cdc.gov/coronavirus/2019-ncov/community/disinfecting-building-facility.html>
- iii. Squadron Commanders and Activity Directors will reconfigure their building seating areas to allow for “social distancing” requirements of 6ft on all sides of any one person.
- iv. Squadron Commanders and Activity Directors will indicate in their response how the meetings will function (e.g. only Cadet Airmen, only Senior Members, etc.). Remember Cadet Protection requirements as well as any state laws that have requirements.
- v. If a Squadron Commanders and Activity Directors wishes to have multiple groups (e.g. Cadet Airmen, Cadet NCO’s, etc.) on the same meeting night, that is allowed as long as the total number in attendance does not exceed 10 people. However, proper sanitization of any high touch surface (e.g. tables, chairs, doorknobs, etc.) MUST be accomplished before the next group is allowed into the building.
- vi. There are no time limits on the meetings or activities, as long as they occur within 1 day. No overnight activities are authorized.
- vii. Masks are REQUIRED for ALL individuals! Cloth masks are acceptable as well as any other commercially available or homemade mask. If a member shows up without a mask, they are to be sent home IMMEDIATELY! Gloves are recommended, but not required.
- viii. Squadron Commanders and Activity Directors will either ask members to wash their hands upon arrival or provide commercially available hand sanitizer (minimum 60% alcohol content) to all members before entering the building. Members must use it before entering, after touching any high-touch surface (tables, chairs, etc.), after using the bathroom (in addition to washing their hands) and again upon exiting the building.
- ix. All members will do a health check before leaving their residence. If they feel sick, or have family members living in the same house that are sick, they are to stay home until feeling better and attend in other ways. Squadron Commanders and Activity Directors will meet members at the door and ask if they are feeling ok or have a fever. If the Squadron has “no touch” thermometers, they are encouraged to take temperatures before entering the Squadron building, but it is not required.

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- x. If the State (to include any county health department, municipality, etc.) issues any guidance that is more restrictive than the requirements set forth in this directive, than those requirements will take precedence. Squadron Commanders will notify the Wing Commander and Vice Commander at once if that happens.
 - xi. If there are any questions, Squadron Commanders may reach out to the Commander, Vice Commander, or Health Services Officer for clarification.
 - xii. These requirements will be in effect until Phase 2 is announced.
5. All waivers regarding Cadet & Senior promotions and Professional Develop progression by NHQ remain in effect until revoked by NHQ.

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Letter from the SD Wing Safety Officer and Health Services Officer:

In anticipation of the re-opening of the South Dakota Wing, please consider the following guidance to keep our membership safe during Phase 1. In person meetings will begin to be allowed 9 June 2020. These will be limited to no more than TEN members at a time.

1. Units should set up and conduct a brief screening at the entrance to the meeting. Screening questions should include the following:
 - a. Has the member had any symptoms of a new fever, cough, or body aches?
 - b. Has the member tested positive for, or have a test pending for COVID-19?
 - c. Has the member or any member of their household exposed to a confirmed or suspected case of COVID19 in the last 2 weeks?Any positive responses should be referred to the Squadron Commander or Activity Director who should recommend no admittance to the meeting. The reporting of any active symptoms or fever should prompt a recommendation of non-admittance and an immediate assessment by the member's primary care provider.
2. Units should consider screening with no-touch thermometers prior to entry to the meeting and/or require members to take their temperature at home prior to attending the activity. CDC defines a fever as greater than 100.4 F. Please see the guidance document at: https://www.gocivilairpatrol.com/media/cms/CAP_COVID_19_Temperature_Screening_29C5E049DA530.pdf
3. Units should perform all appropriate public health measures including social distancing, surface cleaning/disinfection, masks, and hand washing/sanitizing. The wearing of masks during the meeting is MANDATORY, but should not be considered a substitute for social distancing (6 foot separation). The wearing of gloves is recommended if available but should not be considered a substitute for appropriate hand washing/sanitizing and surface decontamination.
 - a. Where surface disinfection is being conducted, please reference the list of products tested for efficacy against COVID-19. <https://www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2>
 - b. Where vehicles are being disinfected, please reference these guidelines from the CDC: <https://www.cdc.gov/coronavirus/2019-ncov/community/organizations/disinfecting-transport-vehicles.html>
4. Members considered to be "high-risk" by CDC guidelines should be encouraged to participate in only virtual meetings. Also, members with a household contact with any of these risks should consider participation virtually. These include:
 - a. People 65 years and older or live in a nursing home or long-term care facility
 - b. People of all ages with underlying medical conditions, particularly if not well controlled, including:
 - i. People with diabetes, chronic lung disease or moderate to severe asthma, serious heart conditions, , liver disease, or immunocompromised

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5. Many conditions can cause a person to be immunocompromised, including cancer treatment, smoking, bone marrow or organ transplantation, immune deficiencies, poorly controlled HIV or AIDS, and prolonged use of corticosteroids and other immune weakening medications
 - a. People with severe obesity (body mass index [BMI] of 40 or higher)
 - b. People with chronic kidney disease undergoing dialysis

6. Please reference the following guidance to keep our membership safe during all phases of the plan.
 - a. The COVID-19 resource material that CAP National has developed for our use. This material includes Post-COVID-19 ORM forms to mitigate local risks and are available at <https://www.gocivilairpatrol.com/covid-19-information-cena>
 - b. The document “The “5 M’s” for Coronavirus - Special Risk Considerations During COVID-19 Crisis”. This document as well as a copy of CAPF 160F are included with this memo.
 - c. Reference the CDC guidelines for when to wear a facemask and when to wear gloves.
 - i. <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/cloth-face-cover-faq.html>
 - ii. <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/gloves.html>

Units will also need to identify sources for face coverings, gloves, hand sanitizer, and surface disinfectant to use to both prepare meeting locations and for actual meetings and activities. Follow the guidance of the SDWG Commander and Medical Officer as to what level of protection is needed for each phase of opening. Also ensure you adhere to attendance limits set for meetings and activities and that you have adequate supplies of PPE, sanitizer and disinfectant PRIOR to any activity. The top priority is the safety of cadets and seniors. These requirements are enacted to help ensure safety as we begin the re-opening process and are only effective if we properly adhere to them.

We are relieved that South Dakota Wing has had a sufficiently low disease burden that National is recommending our reopening. While that is exciting, we must continue to remain vigilant and behave responsibly when it comes to the meaningful implementation of the recommendations meant to protect our members and their families.

Please contact us if you have any questions or concerns. Stay safe!

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Lt Col Linda Buechler
CAP SDWG Health Services Officer
CAP SDWG Director of Cadet Programs
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Letter from Squadron Commanders to Parents of Cadets:

Members, volunteers, and family members of South Dakota Wing, First, we would like to thank all of you for your patience and understanding of the safety precautions we must take, and we hope you and your families are well at this time. As you all know, the safety of our members and volunteers are our top priority.

While many of the Wings in the nation are still on strict lockdowns, South Dakota Wing has met the criteria set by NHQ to start the three-phase process of reopening. State, county, and city guidelines are being vigilantly watched for each Squadron's area. Each Squadron will be encouraged to take specific measures to keep our members safe such as, no gatherings greater than 10 people, each member must wear a mask, temperature checks before arrival and before entrance into a building, etc. Members also may be asked about any flu or virus-related symptoms prior to arrival at a meeting. If members show any symptoms, they may be asked not to attend the meeting for the safety of themselves and others. Phase I does not include regular meetings as we are still limited to 10 people and social distancing but small groups of training or planning are allowed.

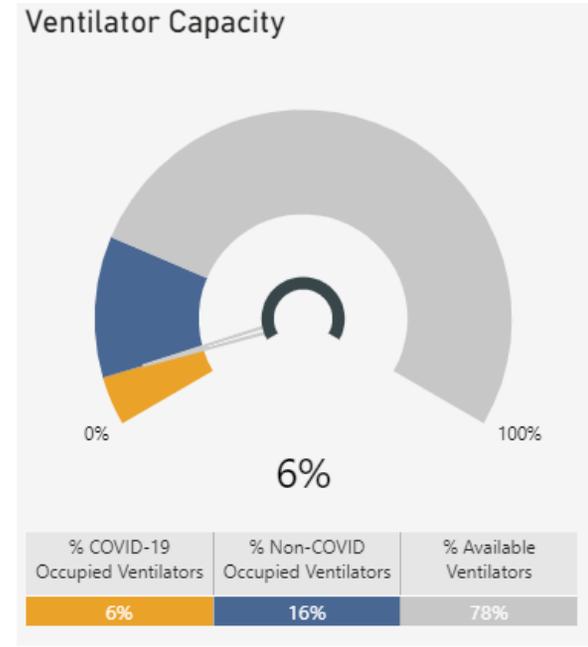
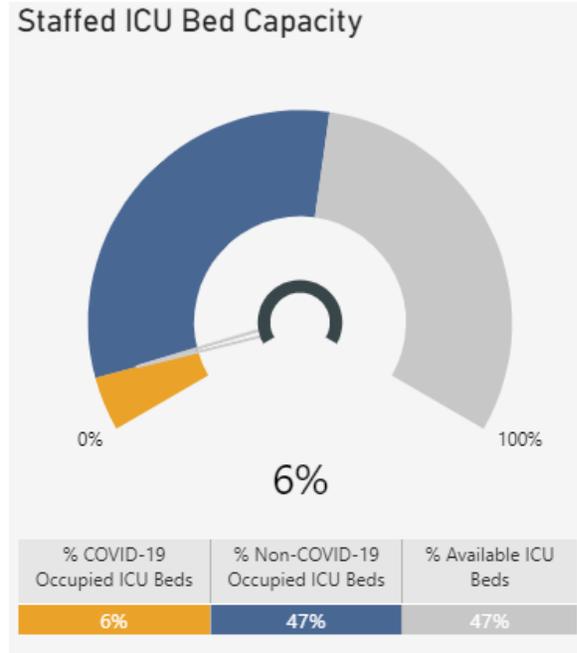
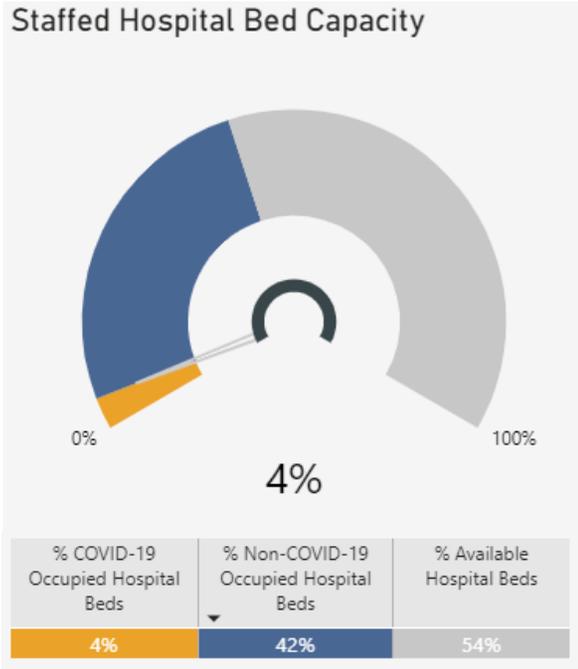
As our team and local squadrons press on and plan for the reopening of the Wing we may progress to further stages or regress depending on the information from our local health department. Please keep in mind these guidelines are subject to change based on the updates of our local health officials. If you are still uncomfortable attending or allowing your cadet to attend possible training we understand and none are required. We thank you for your patience and understanding. It is important through these non-ideal times to stay connected and maintain a strong South Wing family.

V/R

Squadron Commander

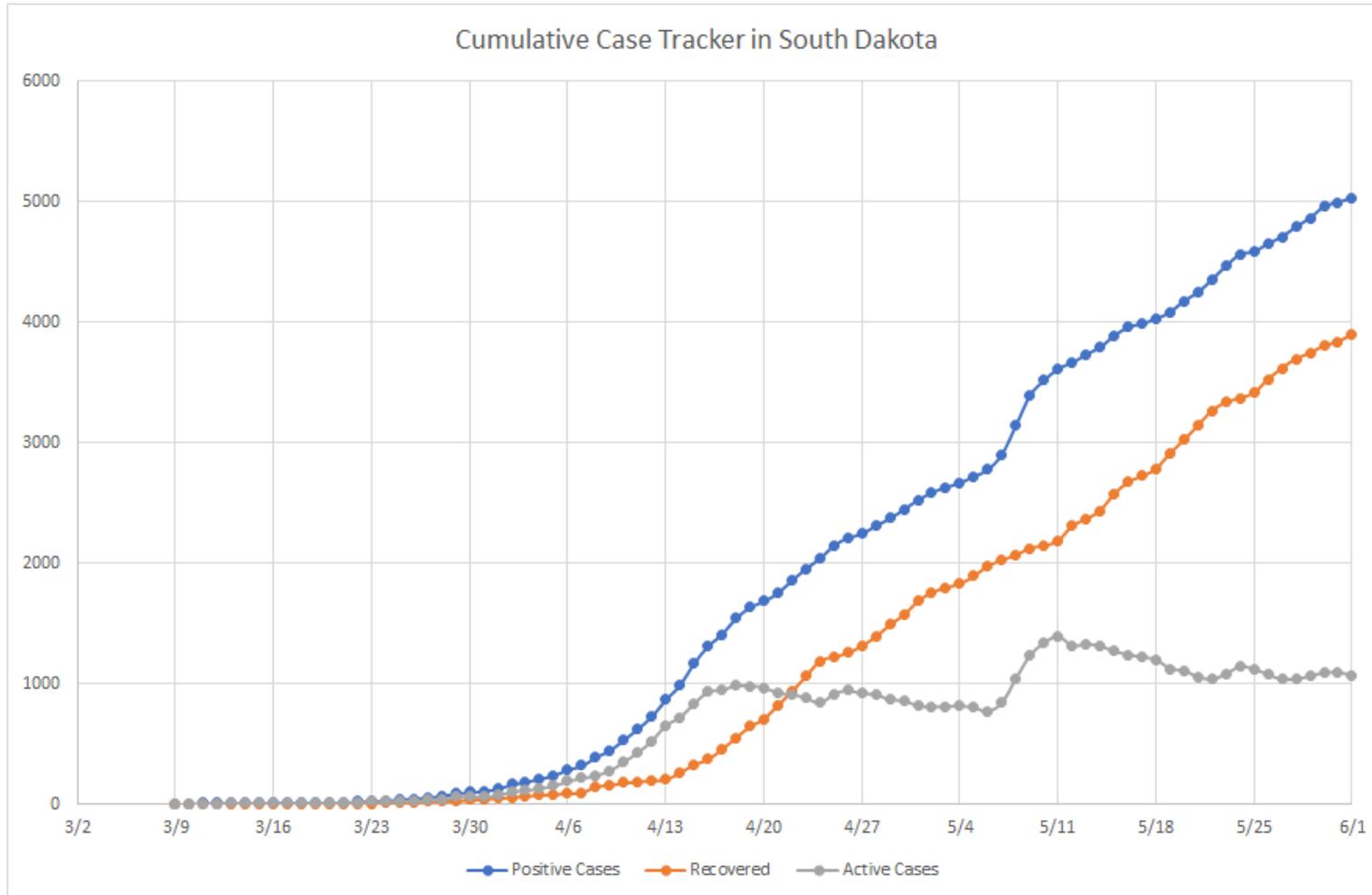
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Data is accurate as of June 1, 2020. Data pulled from SD Depart of Health website. <https://doh.sd.gov/news/Coronavirus.aspx>
[SD has plenty of hospital beds, ICU Beds, and ventilators available for any increas in cases.](#)



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Active cases are declining in SD Overall.



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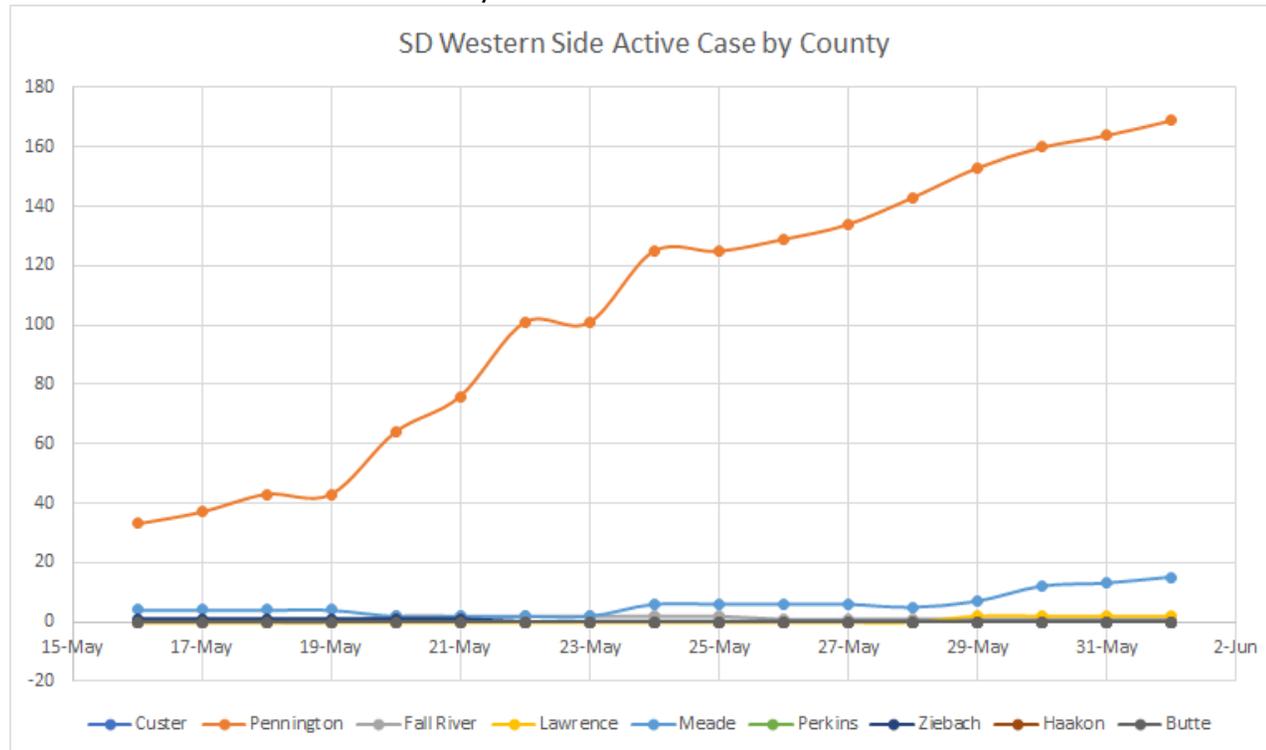
The following information is data collected from the SD DOH and lists current active cases for the counties where Squadrons are located. We have grouped Squadrons together in the following charts because they are geographically close to each other.

We have 3 Squadrons located on the western side of the State. NCR-SD-031, -063, & -068. They are located in the following cities and counties:

NCR-SD-031 – Ellsworth AFB – Meade County

NCR-SD-063 – Spearfish – Lawrence County

NCR-SD-068 – Custer – Custer County



All counties where those 3 western Squadrons are located have little to no active cases. There is an adjoining county, Pennington County, that has slowly been increasing in active cases but it has been slow in progression only increasing an average of 9 active cases per day over the last 2 weeks.

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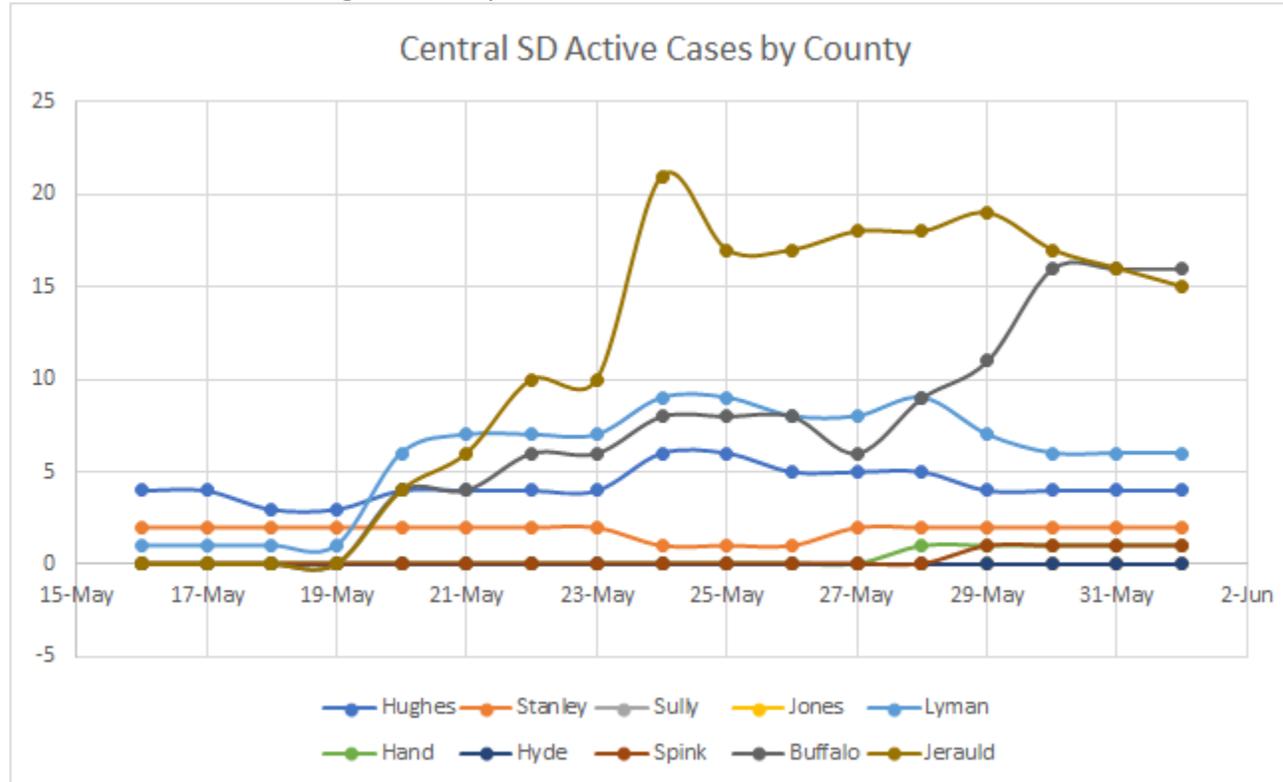
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We have 2 Squadrons located in the center part of the State. NCR-SD-033 & -038. They are located in the following cities and counties:

NCR-SD-033 – Miller – Hand County

NCR-SD-038 – Pierre – Hughes County



Both Counties where the Squadrons are located have little to no active cases. Surrounding counties such as Buffalo and Jerauld have seen only minimal increases averaging less than 1 active case per day with downward trends.

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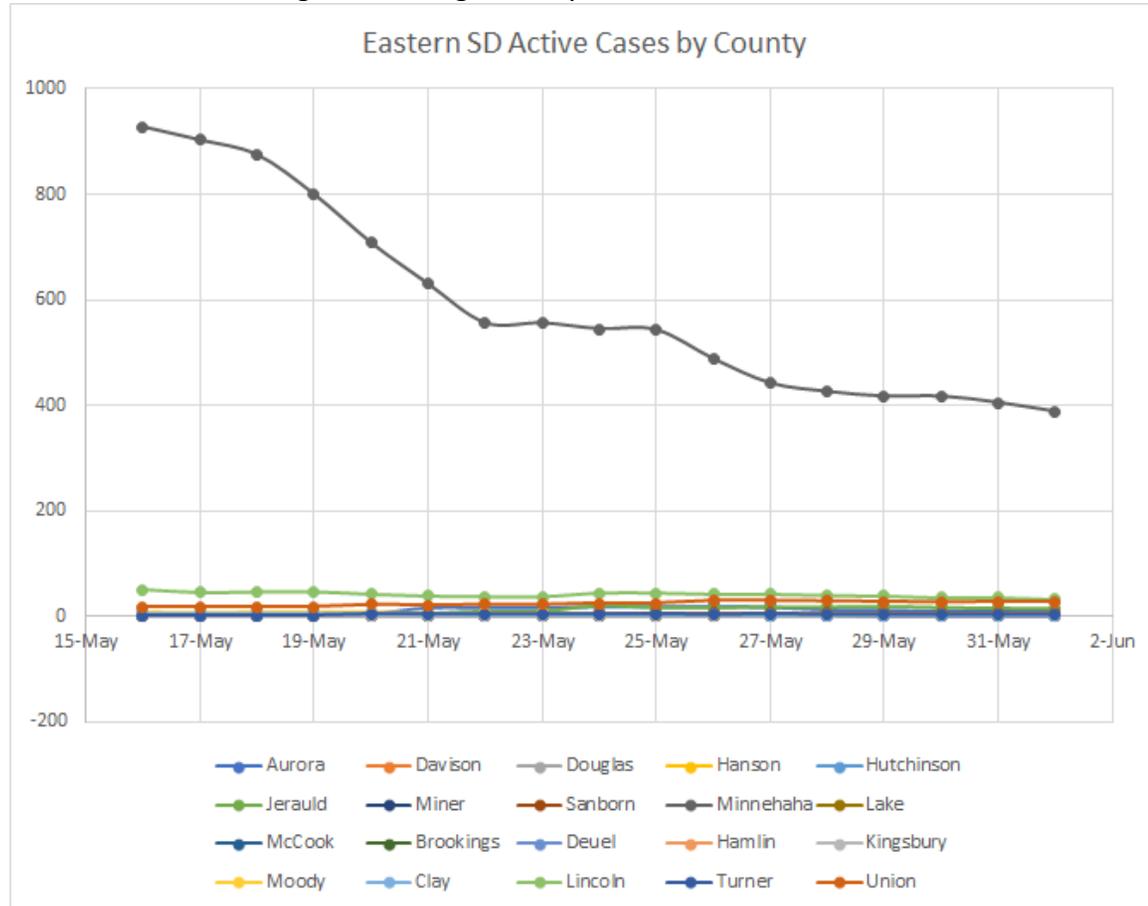
We have 4 Squadrons located on the Eastern part of the State. NCR-SD-007, -025, 050, & 058. hey are located in the following cities and counties:

NCR-SD-007 – Tea – Hand County

NCR-SD-025 – Mitchel – Hughes County

NCR-SD-050 – Sioux Falls -

NCR-SD-050 – Brookings – Brookings County



Counties where SD-007, 025, and 058 are located have very little active cases. Minnehaha County where SD-050 is located has nearly 400 Active cases but is trending downward. The spike in cases came from the Smithfield food processing plant.

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