

Approved: 15 Jan 2021



Post-COVID-19 Remobilization of the Membership Plan

Phase I: Resuming Regularly Scheduled Meetings

SDWG
Completed ~~7-31-DEC~~ [Jan 2020](#)

Template Updated 8 June -2020

COVID-19 Remobilization of the Membership Plan – Phase I

This plan has been developed for SD 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 (n/a), 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: Col Nicholas Gengler_

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

_____ (Complete below, and on additional pages as-needed.) _____

Plan Completed By: Nicholas Gengler

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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	23 Dec 2020		12/26/2020	No restrictions exist in SD
1.2.	Hold meeting with between Plan Coordinator and Health Services Officer	Lt Col Linda Buechler, Col Nicholas Gengler	23 Dec 2020			
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	23 Dec 2020		12/25/2020	We will stay on schedule and adjust as necessary to changes in COVID status.
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	25 Dec 2020		12/26/2020	Most larger municipalities have a mask mandate for indoor meetings but without direct enforcement.
1.2.1.2.	Prepare information for subordinate units on temperature screening, health education, and sanitation	Lt Col Linda Buechler, Lt Col Mark Huntington	23 Dec 2020			
1.2.2	Consult with Wing Legal Officer about resuming meetings	Lt Col Todd Epp, Col Nick Gengler, Lt Col Craig Goodrich, Maj Ted Hinsley	25 Dec 2020		12/26/2020	Lt. Col. Epp believes there are no major liability issues if we comply with CDC, SDDOH, local government, and CAP guidelines/laws/ordinances.
1.2.3	Coordinate with Wing Director of Safety	Lt Col Mark Huntington, Col Nick Gengler	23 Dec 2020		12/26/2020	
1.2.3.1	Verify proper risk planning tools are available to units	Lt Col Mark Huntington,	23 Dec 2020		12/26/2020	
1.2.3.2	Prepare to communicate with subordinate units on Safety-related matters (see 1.7. below)	Lt Col Mark Huntington,	23 Dec 2020		12/26/2020	

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1.2.4	Coordinate with Wing Director of Cadet Programs	Lt Col Linda Buechler	23 Dec 2020		12/26/2020	
1.2.4.1	Prepare recommendations for units regarding meeting activities and alternatives to maintain optimal distance while at meetings	Lt Col Linda Buechler	23 Dec 2020		12/26/2020	
1.2.4.2	Prepare bullets for units to incorporate when sending messages to parents about the resumption of meetings	Lt Col Linda Buechler	23 Dec 2020		12/26/2020	

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	25 Dec 2020		12/26/2020	See 1.2.2. Some communities such as Sioux Falls, and Brookings have mask mandates. The state of SD does not.
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	23 Dec 2020			
1.4.1.	Briefly describe/ summarize previous coordination accomplished	NA	23 Dec 2020			
1.4.2.	Verify no jurisdictional restrictions are in place from State or Local Governments	Lt Col Todd Epp	25 Dec 2020		12/26/2020	No restrictions are in place.
1.4.3.	Set date to resume meetings; this is also the start of Phase II.	Col Nick Gengler	23 Dec 2020		12/26/2020	15 January 2021
1.5.	Receive approval from the CAP COVID-19 Planning Team to reinstate meetings. Plan for one-week lead time.	Col Nick Gengler	23 Dec 2020			
1.6.	Publish the date that meetings may resume to subordinate units	Col Nick Gengler	23 Dec 2020			15 January 2021
1.7.	Task Wing Director of Safety to communicate the following to subordinate units	Lt Col Mark Huntington,	23 Dec 2020		12/26/2020	

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1.7.1.	Units will review CAPFs 160, 160S, and 160HL to be sure COVID-19 risks are considered and mitigated	Lt Col Mark Huntington,	23 Dec 2020		12/26/2020	
1.7.2.	Unit Safety Officers s will emphasize continued use of face coverings, and hand sanitizer, as well as social distancing, hand washing and surface cleaning/disinfection	Lt Col Mark Huntington,	23 Dec 2020		12/26/2020	
1.8.	Task Wing Health Service Officer to communicate the following to subordinate units:	Lt Col Linda Buechler	23 Dec 2020		12/26/2020	Lt Col Buechler will reach out to the Squadrons after Phase 1 is approved.

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	23 Dec 2020		12/26/2020	
1.8.2.	Educate members on their stratified level of risk (i.e., Low-risk vs. High-risk)	Lt Col Linda Buechler	23 Dec 2020		12/26/2020	
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 Linda Buechler	23 Dec 2020		12/26/2020	
1.8.4	Units will ensure no more than 10 members are together at gatherings. Squadrons with more than 10 members must submit a plan on how they will comply with restrictions	Lt Col Linda Buechler	23 Dec 2020		12/26/2020	

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1.9.	Task Wing Director of Cadet Programs to communicate the following to subordinate units:	Lt Col Linda Buechler	23 Dec 2020		12/26/2020	
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	23 Dec 2020		12/26/2020	
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 Linda Buechler	23 Dec 2020		12/26/2020	See message below
1.10.	Task Wing Director of Operations to communicate the following to subordinate units.	Lt Col Jeremy Langrock	23 Dec 2020		12/25/2020	Email will be sent from SD Wing DO or CC on changes to COVID Phase status.
1.10.1	Identify flight operations permitted during Phase I	Lt Col Jeremy Langrock	23 Dec 2020		12/26/2020	Reference the CAP COVID Information Center.
1.10.2.	Identify requirements (Currency, etc) for senior members	Lt Col Jeremy Langrock	23 Dec 2020		12/25/2020	Currency will be maintained as appropriate and concerns will be sent to jeremy.langrock@sdwg.cap.gov
1.10.3.	Identify requirements for cadets that have earned their Private Pilot's License to return to flying	Lt Col Jeremy Langrock	23 Dec 2020		12/25/2020	Cadets will follow guidance on the CAP COVID Information Center. No additional requirements/restrictions will be in place.
1.10.4.	Identify requirements for cadets training to earn their Private Pilot's License	Lt Col Jeremy Langrock	23 Dec 2020		12/25/2020	N/A. Currently no cadets training to earn their Private Pilot's License.
1.10.1.	Identify cleaning standards for aircraft and vehicles before and after use	Lt Col Jeremy Langrock	23 Dec 2020		12/25/2020	Follow guidance on CAP COVID Information Center. No additional requirements/restrictions will be in place.

To the Pilots:

Refer to the COVID Information Center for current CAP restrictions by Phase:

<https://www.gocivilairpatrol.com/covid-19-information-cena>

Memo - Orientation Flights authorized:

https://www.gocivilairpatrol.com/media/cms/Cadet_Orientation_Flight_Memo_29SEP_15989727C6C0B.pdf

Memo - Flight Training authorized:

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https://www.gocivilairpatrol.com/media/cms/29_September_CAP_CC_Memo_Extension_3CF4BD4B0C0F9.pdf

Pilots will need to review proper aircraft cleaning procedures. Please reference the NHQ posting here:

<https://www.gocivilairpatrol.com/members/cap-national-hq/logistics-mission-resources/aircraft-management/hot-news/covid-19-aircraft-care>

Also please touch base with SD Wing Maintenance Officer, Lt Col Justin Johnson, on any questions regarding sanitizing the aircraft.

Please contact the SD Wing DO LTC Jeremy Langrock or SD Wing Stan/Eval Officer Maj EW Filler with any questions.

Letter to Squadron Commanders from SD Wing Commander: Opening 15 January 2021 Squadron Reopening Plan (Phase 1)

1. 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 now authorized for Phase 1. (ref 29 Sept 2020 Memo)
2. 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.
3. 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.
 - 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,

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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 reasonable social distancing.
- 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 indoors. Masks are required outdoors when 6 foot social distancing is not achievable. Cloth masks are acceptable as well as any other commercially available or homemade mask. 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.
- x. All members should complete an individual risk assessment at <https://south-dakota.covid-age.com/> . If the member's hospitalization risk >8%, that member should not attend any in-person activities during Phase 1, including REDCAP missions.
- xi. 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.

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- xii. If there are any questions, Squadron Commanders may reach out to the Commander, Vice Commander, or Health Services Officer for clarification.
 - xiii. 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 15 January 2021. 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_29C5E049DA5_30.pdf
3. Units should perform all appropriate public health measures including social distancing, surface cleaning/disinfection, masks, and hand washing/sanitizing. Masks are required while indoors. Masks are required outdoors when 6 foot social distancing is not achievable. 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
 - c. See Commander Letter item 3x (above).

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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. These also increase risk of severe COVID disease.
 - a. People with severe obesity (body mass index [BMI] of 40 or higher)
 - b. People with chronic kidney disease undergoing dialysis
 - c. See Commander Letter item 3x (above).

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 160/S are found here: <https://www.gocivilairpatrol.com/members/cap-national-hq/safety/covidrm>
 - 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, mask wear is required indoors. Mask wear is required outdoors when > 6 foot social distancing is not achievable, 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

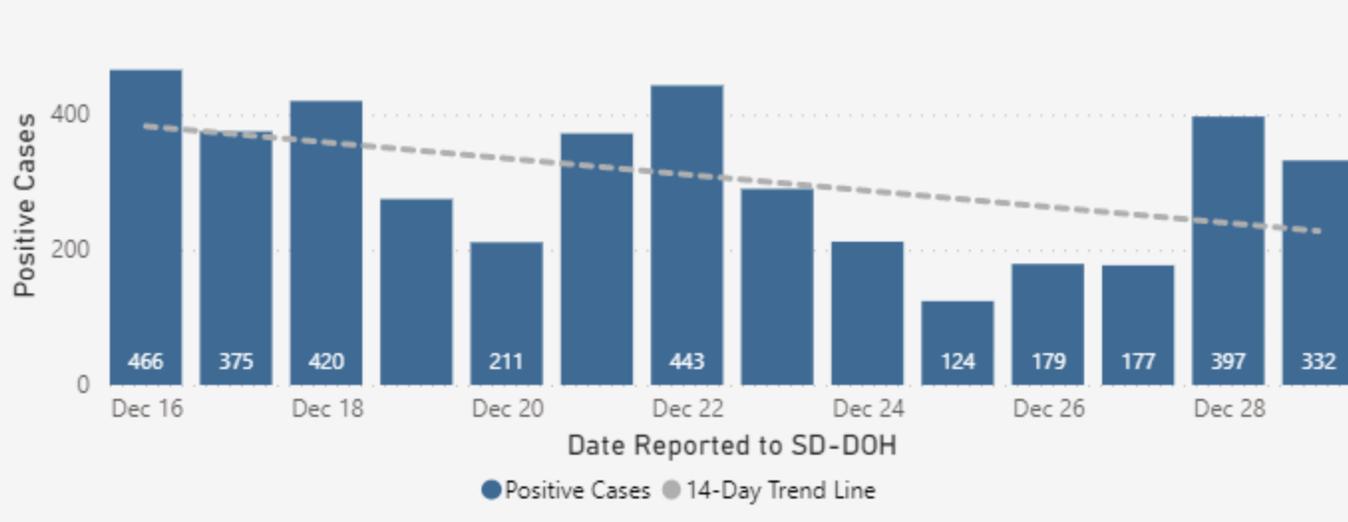
Squadron Commander

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RT-PCR Test Positivity Rate: This rate is equal to the number of positive RT-PCR tests divided by total RT-PCR tests, within the specified period of time. Date range includes last full day (24 hours) captured in the data set.

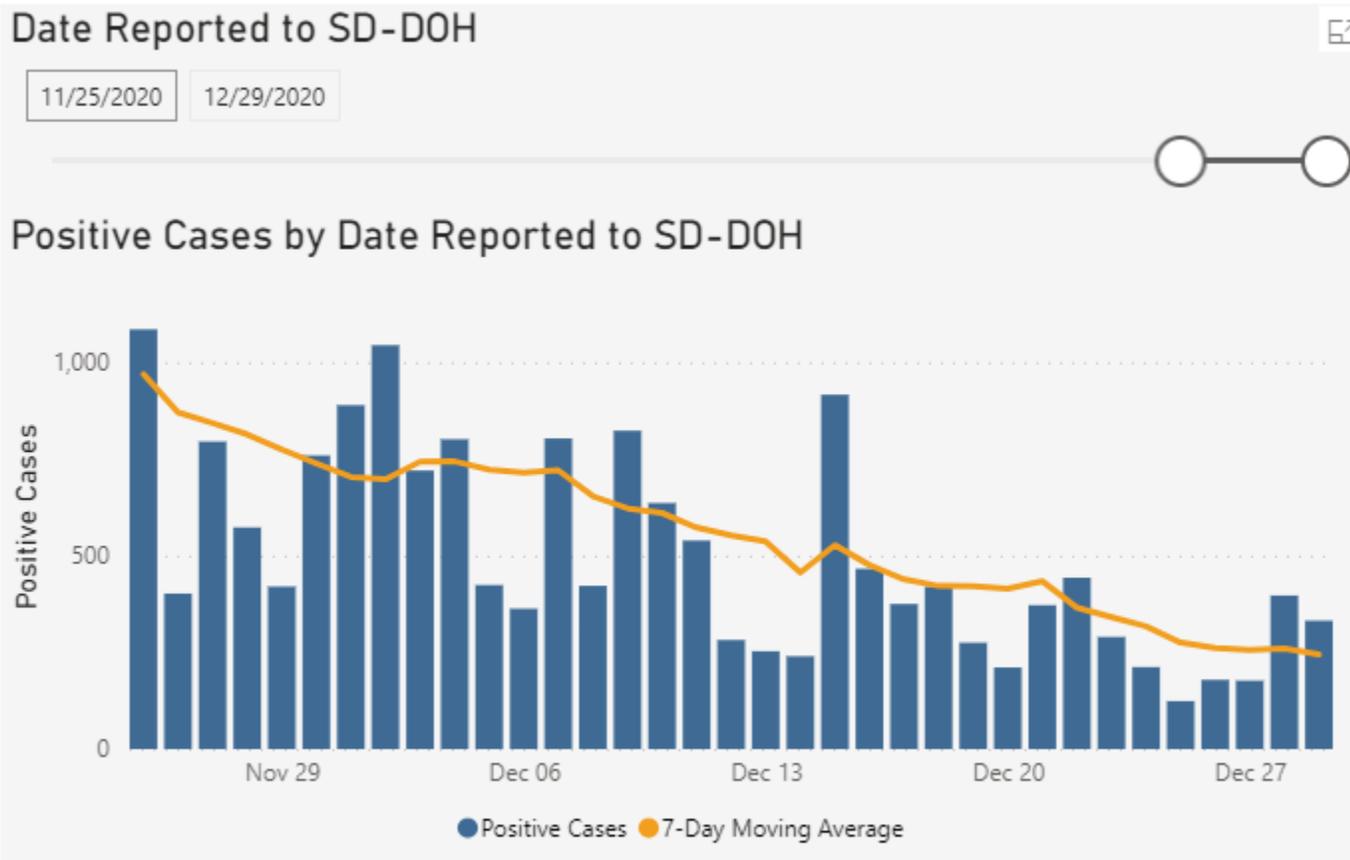
14-Day Trend of Positive Cases by Date Reported to SD-DOH



14-Day Trend of Positive Cases by Date Reported to SD-DOH: This graph shows the trend (increasing or decreasing) of COVID-19 positive cases (persons who meet the national surveillance case definition for COVID-19) at the state or county level.



Rate of Cases: Number of positive cases (persons who meet the national surveillance case definition for COVID-19) reported to SD-DOH in the last 7 days (or cumulative) divided by the state or county population multiplied by 100,000. This is done to compare disease burden across geographic areas (eg. state or county).



Positive Cases by Date Reported to SD-DOH: This graph shows positive cases (persons who meet the national surveillance case definition for COVID-19) over time includes results received by midnight and may not align with the daily data update.

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