

Approved 12 October 2020



Post-COVID-19 Remobilization of the Membership Plan

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

TXWG

Completed 20 Jun 2020, Updated 25 Sep 2020

Template Updated 14 May 2020

COVID-19 Remobilization of the Membership Plan – Phase II

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

Additional staffing and resources have been coordinated with SW Region, if necessary, 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 Texas Wing:

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

Texas Wing received NHQ approval of its Phase 1 Remobilization Plan, and implemented Phase 1 on 8 September. We anticipate moving to Phase 2 on 29 September. All items and tasks listed on the plan remain current as of 25 Sep 2020. See attached page for approved or prohibited Phase 2 activities.

COVID-19 Remobilization of the Membership Plan – Phase II

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

NOTE: Resuming one-day special activities will not be done before it has been deemed appropriate to resume regularly scheduled meetings (i.e., this will start in Phase II).

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	TXWG/CC	21Jun20	28Jun20	28 Jun 20	Implementation of Phase 2 to begin on 29 September.
2.1.1.	Wing priorities for training events should be coordinated with unit commanders' needs	TXWG/ DO	21Jun20	28Jun20	28Jun20	
2.1.2.	Task staff officers to provide input on list of events and priorities:					
2.1.2.1.	Director of Aerospace Education	TXWG/AE	21Jun20	28Jun20	28Jun20	Email reply received.
2.1.2.2.	Director of Cadet Programs	TXWG/ DCP	21Jun20	28Jun20	28Jun20	Email reply received.
2.1.2.3.	Director of Operations/Emergency Services	TXWG/ DO	21Jun20	28Jun20	28Jun20	Email reply received.
2.1.2.4.	Director of Professional Development	TXWG/PD	21Jun20	28Jun20	28Jun20	Email reply received.
2.1.2.5.	Plans and Programs Officer	TXWG/DO	21Jun20	28Jun20	28Jun20	Email reply received.
2.2.	Coordinate with subordinate unit leaders to deconflict calendar events to the greatest extent possible	TXWG/DO TXWG/DCP	21Jun20	28Jun20	28Jun20	Group Commanders have coordinated with squadrons and activities to deconflict calendars.
2.3.	Publish updated event listings to the Wing calendar and promote these dates to the units for their planning and participation	TXWG/COS	21Jun20	28Jun20	28Jun20	Ongoing process
2.4.	Task the Director of Safety to coordinate with Activity Directors	TXWG/DS	21Jun20	28Jun20	28Jun20	TXWG DoS remains in contact with commanders and activity directors.
NOTE:	<i>The term "Activity Directors" may include Incident Commanders that are directing exercises. Incident Commanders should use existing operational guidance for real-world missions and taskings. Use good judgement.</i>					
2.4.1.	Activity Directors will use Post-COVID-19 produced Risk Management (RM) forms to mitigate local risks	TXWG/HSO		Completed		Completed prior to approval of Phase 1 Remobilization Plan
2.4.2.	Activity Directors identify sources for face coverings, gloves, & sanitizer to use in case of a return to increased risk	TXWG/HSO		Completed		Completed prior to approval of Phase 1 Remobilization Plan

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
2.5.	Task the Health Service Officer to coordinate with Activity Directors	TXWG/HSO	21Jun20	28Jun20	28Jun20	TXWG HSO remains in contact with Activity Directors and Wing Staff
2.5.1.	Health Service Officers consider screening with no-touch thermometers at events (if such equipment is available and practical)	TXWG/HSO	21Jun20	28Jun20	28Jun20	
2.5.2.	Health Service Officers remind members that identify as High-risk to remain home, but participate virtually	TXWG/HSO	21Jun20	28Jun20	28Jun20	Wing-wide bulletin,
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.	TXWG/HSO GP/HSO Activity Director	21Jun20	28Jun20	28Jun20	Tasks accomplished during Phase 1, re-emphasize for Phase 2.
2.6.	Ensure Activity Directors have plans in place to communicate last-minute cancellations of events to participants	Activity Directors	21Jun20	28Jun20	28Jun20	Squadron Commanders and Activity Directors have developed communications plans.
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 Directors	21Jun20	28Jun20	28Jun20	Activity Directors will monitor state and local restrictions prior to and during any activity.
2.7.1.	45 Days Prior Continuation Check	Activity Dir	21Jun20	28Jun20	28Jun20	
2.7.2.	14 Days Prior Continuation Check	Activity Dir	21Jun20	28Jun20	28Jun20	
2.7.3.	7 Days Prior Continuation Check	Activity Dir	21Jun20	28Jun20	28Jun20	
2.7.4.	1 Day Prior Continuation Check	Activity Dir	21Jun20	28Jun20	28Jun20	
2.7.5.	Day-Of Continuation Check	Activity Dir	21Jun20	28Jun20	28Jun20	

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)	Group CC Unit CC	21Jun20	28Jun20	28Jun20	Unit commanders have been notified by their Group Commanders of this requirement.
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	TXWG/HS	21Jun20	30Jun20	25Sep20	
2.9.1.	Briefly describe/summarize previous coordination accomplished (i.e., 2.1 through 2.8 above)					TXWG/CC has implemented appropriate guidance for activities, which has been delivered to Group and Squadron Commanders and Activity Directors. TXWG Staff and unit commanders maintain awareness of government orders and are prepared to hold or cancel activities as appropriate to the circumstances existing at that time.
2.9.2.	Verify no jurisdictional restrictions are in place from State or Local Governments	TXWG/CC or TXWG/HSO	21Jun20	28Jun20	24Jul20	Governor of Texas issued an executive order, requiring all persons over 6yoa to wear masks while in public spaces, effective 2Jul20. He has issued orders relaxing some requirements, and opening public venues for dining, offices, and other spaces.
2.9.3.	Set date to resume one-day special activities	TXWG/CC	21Jun20	28Jun20	29Sep2020	
2.9.4.	Receive approval from the CAP COVID-19 Planning Team to resume one-day special activities. Plan for one-week lead time.	NHQ	30Jun20	7Aug20		
2.10.	Publish the date that one-day special activities will resume to subordinate units	TXWG/CC	21Jun20	7Aug20		

COVID-19 Remobilization of the Membership Plan – Phase II

Attachment 1 to Texas Wing COVID-19 Phase 2 Remobilization Plan

Texas Wing COVID-19 Phase 2 Guidelines/Approvals/Prohibitions effective 29 September 2020

Approved activities:

- Meeting/groups of 50 for a day or short time activity.
- Units can plan on normal meetings with the following requirements:
 - Mask and Social Distancing protocols,
 - Health Check and Screening.
 - Cleaning of areas are also required.
- GT, SAREX and General ES training are approved.
- Cadet O-Flights can resume but limit the amount of 'hangar time' for those not flying.
- Cadet PT Times and group sessions need to take extra precautions in keeping the groups and individuals spread out since masking is not required.
- School fairs and recruiting events are approved if the venue is participating in the required cleaning.
- Activities like Airshows or Rocket Launch events are also approved with a proper ops-plan on a one-off basis.

Prohibited Activities

- Overnight activities, or groups exceeding 50.

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