

Approved: 2 July 2021



Post-COVID-19 Remobilization of the Membership Plan

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

WAWG
Started 15 April 2021

Template Updated 1 July 2021

COVID-19 Remobilization of the Membership Plan – Phase III

This plan has been developed for Washington 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 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 Shelly Norman

Primary Phone:

Primary Email: shelly.norman@wawg.cap.gov

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

Washington Wing was approved for CAP Phase 2 on 26 February 2021.

Phase 3 indicators: 4-week downward trend in the daily new case count metric, a daily new case count number of 10.0/100k population or lower, an infection rate of 0.9 or lower and a positive test rate 5% or <.

Washington date per Covid Act Now:

Case count 10/100k or lower	Infection Rate 0.9 or lower	Positive Test rate <5%
4 May 21 = 19.0	4 May 21 = .98	4 May 21 = 4.5
2 June 21 = 12.0	2 June 21 = .93	2 June 21 = 3.3
1 July 21 = 4.9	1 July 21 = .89	1 July 21 = 2.4

Plan Completed By: Col Shelly Norman
Last Updated: 1 July 2021

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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	Col Norman				Ongoing daily review of Covid Act Now as well as Governor’s website.
3.2.	Consult with staff officers to prepare for overnight activities	Col Norman				Ongoing coordination with Activity Project Officers
3.2.1.	Coordinate with Health Services	Lt Col Fish				Ensure list of unit HSO’s is up to date
3.2.1.1.	Check state and local health guidance regarding gatherings	Lt Col Fish				Review State DOH information on resuming in-person activities
3.2.1.2.	Prepare to communicate with subordinate units on Health Services-related matters to continue selected public health measures	Lt Col Fish				The unit CC should provide this to HSO but may need to be contacted and request submission of their plan
3.2.2.	Consult with Legal Officer about resuming overnight activities	Maj Huestis				Done and received input.
3.2.3.	Coordinate with Director of Safety	Lt Col Pearson				Ensure activity director/SE are using current CAP requirements
3.2.3.1.	Verify proper planning and mitigation tools are available to staff and units	Lt Col Pearson				Ensure activity director/SE are using current CAP requirements

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3.2.3.2.	Prepare to communicate with subordinate units on Safety-related matters	Lt Col Pearson				Coordinate with activity director/SE to provide appropriate requirements to participating squadrons
3.2.4.	Coordinate with Director of Cadet Programs	Maj Hughes				Accomplished
3.2.4.1.	Prepare recommendations for units regarding overnight activities	Maj Hughes				Draft Letter Attached. Does not cover O-Flight or other flight training scenarios within the DO's purview.

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 Hughes				Draft Letter Attached. Does not cover O-Flight or other flight training scenarios within the DO's purview.
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 Butler				Ongoing evaluation, continuous monitoring. Group CC's will conduct quarterly Commander Calls to discuss Phase updates/changes. All Squadron Cc's will be notified immediately if timing and situations demand. Texting is a priority choice.
3.4.	Email the CAP COVID-19 Planning Team at COVID-19Plans@capnhq.gov , and copy the Region Commander for permission to reinstate overnight activities	Col Shelly Norman				Pending completion of plan
3.4.1.	Describe previous coordination accomplished	Col Shelly Norman				Activity Project Officers have coordinated activity plans with the Wing to include contingencies pending phase 3 approval by go-nogo date.
3.4.2.	Verify no jurisdictional restrictions are in place from State or Local Governments	Col Norman, Maj Hughes				No known local restrictions.
3.4.3.	Set date to resume overnight activities, this is the start of Phase III	Col Norman				Pending approval of Phase 3

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3.4.4.	Receive approval from the CAP COVID-19 Planning Team to resume overnight activities. Plan for one-week lead time.	Col Norman				Pending
3.5.	Publish the date that Phase III will begin to subordinate units	Lt Col Weber				TBD once approval received
3.6.	Task Wing Director of Safety to communicate the following to subordinate units:	Lt Col Pearson				Coordinate with activity director/SE to provide appropriate requirements to participating squadrons
3.6.1.	Units may use steady-state RM forms to mitigate local risks	Lt Col Pearson				Activities/squadrons will submit CAPF 160 to Wing SE for review minimum 20 days prior to activity
3.6.2.	Units continue to consider face coverings, hand sanitizer, and an emphasis on hygiene during meetings and activities	Lt Col Fish				Consider re-issuing the materials developed for Phase 1 to those units resuming in-person meetings.
3.7.	Task Wing Health Service Officer to communicate the following to subordinate units:	Lt Col Fish				Refer to material from State DOH on resuming overnight activities

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 Fish				Refer to material developed for Phase 1 regarding temps
3.7.2.	Health Services will educate members on the importance of monitoring their health and avoiding participation in activities if sick	Lt Col Fish				As above
3.7.3.	Health Services will continue to educate members on public health practices such as emphasizing hygiene, having face coverings,	Lt Col Fish				Refer to material developed for Phase 1 regarding temps

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	social distancing for those at high-risk, and common surface cleaning					
3.8.	Task Wing Director of Cadet Programs to communicate the following to subordinate units:	Maj Hughes				Planned once Phase III approved.
3.8.1.	Units plan to resume formations, drill, and other close-distance activities as appropriate	Maj Hughes				Draft Letter Attached.
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 Hughes				Draft Letter Attached. Does not cover flight operations, training, or o-flights.
3.9.	Task Wing Director of Operations to communicate the following to subordinate units	Lt Col Courtney	19 MAY 2021		6 JUN 2021	All Flight Operations resumed. Unvaccinated Members will wear masks indoors or when outdoors in a group. Overnight bunking at Camp Boucher for glider training and O'rides are allowed. Fully staffed Mission Base and SAREX training resumed at the Squadron, Group and Wing level.

3.9.1.	Identify flight operations permitted during Remobilization Phase III	Lt Col Courtney	19 MAY 2021		6 JUN 2021	There are no flight operation restrictions under Remobilization Phase III
3.9.2.	Identify requirements for Senior and Cadet members to return to flying as required	Lt Col Courtney				1) Fully vaccinated Members will not be required to wear masks indoors or outdoors. 2) Unvaccinated Members will wear masks indoors and outdoors when in a group setting. 3) Any Member experiencing high temperatures or signs of the flu or other sickness will not participate in any activity. 4) All Funded and nonfunded Mission types are approved for Training, Proficiency and Checkrides.

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Squadron Commander Draft of letter from Squadron Commander to Squadron members

MEMORANDUM FOR All Unit Members

FROM: XXXXXXXXXX

SUBJECT: Return to Full Activity and Overnight Activities – Phase III

1. As the state of Washington attempts to return to normal from the COVID-19 pandemic, we are entering various new states of “normal”. In an effort to allow our members to return to activities and overnight events, the following procedures will be implemented as we follow all guidelines from the White House COVID-19 Task Force, the Centers for Disease Control and Prevention, the State of Washington, and Civil Air Patrol National Headquarters. As additional information is issued from higher headquarters, we will adjust our procedures accordingly. We ask that during this time, you please remain vigilant and flexible as we try to return to “normal”. Please realize that our entry into Phase III could easily slide back into Phase II again. Be mentally and physically prepared for that possibility.

2. Washington Wing, and by extension, XXXXXXXX Composite Squadron will return to full activities and overnight events on XXXXXX. The unit may also continue to meet virtually at XXXXXXXXXXXXXXXX. The unit will also continue its normal meeting time from XXXXXXXXXXXX. To keep our members safe, the following procedures will be followed by all members until rescinded:

A. While Washington State is in Phase 3 of the “Healthy Washington” Roadmap to Recovery:

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- a. There will be no restrictions on the numbers of members attending outdoor meetings or activities.
- b. Indoor meetings and activities will be restricted to 50% of available facility capacity.
- c. Un-vaccinated individuals must wear a facemask at all times indoors (except when eating or drinking), and when unable to maintain 6 feet of social distance outdoors, and must maintain 6 feet of social distance (3 feet if a barrier is present between individuals).
- d. Vaccinated individuals are not required to wear a facemask or maintain social distance either indoors or outdoors. Mask wearing is still an option for all individuals who would prefer to.
- e. For ordinarily close-quarter situations such as drill, formations, physical training, meals, and overnight billeting, 6 feet of social distance (3 where a barrier is present) of social distance will be maintained to account for the mix of vaccinated and un-vaccinated individuals.

B. When Washington State’s “Healthy Washington” Roadmap is completed (Projected date of governor’s executive order: 30 June 2021):

- a. There will be no restrictions on the number of members attending indoor or outdoor meetings or activities.
- b. There will be no requirements for any members to maintain minimum social distance or wear facemasks at any time.

C. All members attending any activity will be of good health and self-identified as low-risk. Any member having any of the following symptoms will not be allowed to attend any activity:

- a. Fever (100.4 degrees F or higher)
- b. Cough (non-productive) of an unknown origin
- c. Shortness of Breath/Difficulty Breathing
- d. Chills

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- e. Repeated shaking with chills
- f. Muscle pain
- g. Headache
- h. Sore throat
- i. New loss of taste or smell

D. Unit or activity leaders will ensure that high-use surfaces are sanitized before and after use. Examples include desks, door handles, chairs, faucets, drawer handles, etc.

3. These policies are an attempt to concisely cover the majority of our operations, however, we understand that circumstances may present themselves which are not clearly covered by this document. For further clarification, please do not hesitate to reach out through your chain of command for guidance.

Stay safe, and stay healthy, protect your wing-person.

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Beginning June 30 all industry sectors previously covered by the Roadmap to Recovery or the Safe Start plan (with the limited exceptions noted below for large indoor events) may return to usual capacity and operations. This does not include masking, which will continue under current guidance.

Restrictions Applying to Indoor & Outdoor Settings	
Vaccine Verification / Negative Testing	Recommended, but not required, for large indoor and outdoor events.
Capacity Limitations	No restrictions (except large indoor events*)
Physical Distancing	No requirements
Facial Coverings	Follow current applicable requirements as outlined in: Proclamation 20-25.13 - Healthy Washington, Secretary of Health Order 20-03.2, and LNI Publication F414-179.
Travelers	Follow CDC recommendations and Proclamation 20-83.2 - Restrictions on Travelers.

Large indoor events are defined as any event with more than 10,000 simultaneous participants located in an indoors enclosed space. Large indoor events are restricted to 75% capacity, unless vaccination verification is occurring. If vaccination verification is occurring prior to entry, and the venue requires all attendees be vaccinated, there are no capacity restrictions. However, we will not allow vaccinated sections as a way to go above 75% capacity unless all attendees are vaccinated. No physical distancing requirements apply and attendees must follow the current masking requirements. We will reevaluate the restrictions on large indoor events on July 31, 2021.



COVID-19 Remobilization of the Membership Plan – Phase III





HEADQUARTERS WASHINGTON WING
CIVIL AIR PATROL
UNITED STATES AIR FORCE AUXILIARY
PO BOX 4459
JOINT BASE LEWIS-McCHORD WA 98438-0459



1 July 2021

Washington Wing Covid-19 Phase III Remobilization Plan – Overnight Activities Strategy

This plan has been developed for Washington Wing, using the template provided by Civil Air Patrol National Headquarters to enter Phase III. WAWG moved into Phase II February 26, 2021 and for the past several weeks we have been monitoring COVID ACT NOW and we believe we are eligible for moving to PHASE III Resuming Overnight Activities (Bivouacs, Conferences, Encampments, etc.)

Washington Wing anticipates activating Phase III Mobilization no earlier than July 1, 2021.

We have successfully moved into Phase II with a combined in person and virtual, meetings for each squadron and specific wing staff activities.

During Phase II we have been successful in implementing
Resumed Cadet Orientation Rides

Squadrons have provided drill, PT and Leadership in blended online and in person formats.

Membership has become more responsible in keeping others safe and taking care of the equipment.

We have seen an increased energy in the members wanting to attend meetings and trainings, and we see this energy carrying into the Summer and fall months.

COMMANDERS PLAN

We have scheduled an annual wing conference and change of command for March 25-27, 2022.

We have multiple combined virtual and in person trainings which have already begun.

We are hosting a Desert Eagle National Flight Academy in July and have been granted an exception since we are not yet in Phase 3.

Plans are underway for our Ground Search and Rescue Academy, scheduled for the end of July, pending Phase 3 approval.

O-Rides have been accomplished as weather permits.

Units have resumed recruiting activities and we hope as the year progresses, we will see a climb to pre-COVID membership.

WAWG has several pilots working through the On-Boarding process and cadets in flight training programs.

We have developed plans and procedures that will allow operating with pandemic restrictions and believe we can safely reopen to overnight activities up to the number of members permitted to in a specific venue as stated by the Washington State Department of Health (WSDOH), the CDC and the Covid 19 Remobilization Team at NHQ.

Larger number of members and one day activities:

WAWG submitted their approved Remobilization Phase II Plan to Groups and Units for their guidance as they moved forward with their plans to resume unit meetings and training exercises. The plans submitted for Phase II, are appropriate for all actions up to the overnight portion of the activity.

Washington State Guidance for meeting attendance will be followed, based on the charts and web sites provided by state and federal authorities. A specific plan for COVID-19 safety including managing the restrictions and guidelines of CDC and WSDOH.

Under Phase II and Phase III Training and one-day activities may be conducted.

- All members may resume unit day-long meetings, activities, and missions as long as members engage in wearing masks and social distancing. Vaccinated members are no longer required to wear masks indoors or outdoors. No overnight activities are approved until we reach Phase III. All public health protection measures required by Washington State will be followed.
- Members self-identified as high-risk may choose to not attend meetings and accommodations for virtual inclusion are recommended when available.
- Public Health protection measures will continue – social distancing, self-temperature checks, face coverings, hygiene education, common surface cleaning as described in CDC and WSDOH instructions, will be followed until restrictions are lifted by the State.
- Conduct open air meetings if possible. Enhanced airflow to indoor meeting facilities is encouraged.
- Individuals will provide their own food and beverages during all activities. Individual food deliveries are acceptable no 'family style' or 'buffet style' are to be used.
- Commanders and activity directors to use the CAPF 160 or 160S to assure they have done an adequate risk management assessment and mitigation plan.

Phase III programs utilizing overnight planned activities will meet required social distance guidance published at the time of the event.

Overnight logistics will be built into the Activity Plan. Reviewed and approved by the Wing Director of Safety, Health Services Officer and in specified activities by the Wing Commander.

After June 30th Washington will have no restrictions on indoor or outdoor activities or capacity restrictions except at large events (10,000 participants). No physical distancing requirements but facial coverings for unvaccinated individuals.

Washington Civil Air Patrol is a multi-faceted organization and does not comfortably fit any one description used by **Washington 'Sector' Risk Level Guidance Chart**. We will use a balance of the generic designations *Indoor Recreation-Outdoor Recreation-and Faith institutions*, for mission training, drill, and PT activities. WAWG Civil Air Patrol will require a minimum of a 3-foot bubble and masks during all activities for unvaccinated members.

During Phase II and Phase III, the maximum participation will be 50% occupancy based on the facilities space available.

It is recommended the Unit establish markers to assist members in keeping a minimum spacing.

Masks are still required with or without shields for unvaccinated members. Members will self-screen for COVID-19 symptoms and if their temperature is 100 degrees or higher they will stay home.

Hygiene and safety practices as outlined in WAWG Remobilization Phase I plan will continue to be followed. Sanitization and cleaning activities will be performed, each member is responsible for protecting themselves and fellow members.

Outdoor training, formations, drill, and PT may be conducted as long as personnel are at least 3 feet or more apart. Outdoor is defined as open space outside, a hanger facility with an open door or covered area with no walls. Under Phase II and Phase III, a maximum of 50 people will be allowed to attend any one event or activity Based upon the size of the facility or area.

Indoor training and formations are permitted if the members maintain a 3-foot bubble. If the Hanger doors are closed the facility will be considered indoor.

Color Guard and activities that require less than 6 foot spacing will be reviewed and approved by the Wing Director of Cadet Programs.

Fund Raising, Parades, and activities away from the squadron facilities will need a CAPF 160, Deliberate Risk Assessment Worksheet, and Ops Plan completed and submitted through the activity submission system for approval.

Cadet O-Rides are approved using National guidelines, with current WAWG guidance limiting number of cadets per flight is at pilot's discretion.

Wing O-Ride Coordination Officer will assist Squadron Commanders in developing the O-Ride activity. Squadron Commanders will work to reduced exposure by staggering the next group for an orientation the flight is recommended.

- To help prevent cadets from congregating, commanders may execute concurrent training or activities prior to the flight.
- Cadets will show up at the appointed time and place where training may be conducted on a variety of topics.
- Everyone will execute social distancing requirements and wear a face mask, on the ground. In the air all members will wear a mask and aircraft will be cleaned based on NHQ guidelines.

AE-Rocketry-Robotics-Cyber Patriot, Computer operations or similar activities sponsored or conducted by Wing Personnel will require a CAPF-160. State & County guidelines for number of personnel at any one time will be followed.

ES-Aircrew-Ground Team-Base Staff Proficiency training is approved. Currently WAWG will allow up to 50% occupancy inside a mission base facility with a three-foot bubble and wearing masks. If facility does not have the space for social distancing guidelines, it is recommended some members participate in a separate squadron facility or at home using virtual platforms.

One day SAREXs can be planned with blended exercises during Phase 2. Actual missions will be processed professionally with Virtual and In Person staffing as dictated by the mission.

Flight Operations – DO will monitor staff onboarding and training of aircrew. Training is authorized the use of on-site or virtual IMT to keep incident staff current and proficient.

Phase II approved operations.

- Flight Evaluations/check rides
- Dual instruction (including cadet flight instruction and Cadet Orientation Flights)
- Local ground and air crew training proficiency- 3 member crews are authorized in Phase II.
- Cadet Orientation flights: Under Phase I orientation flights were authorized in ORWG with 1 cadet per flight. Phase II WAWG will allow no more than 2 cadets per flight, switching the back seat cadet to the front and the front seat cadet to the back between sorties.
- JROTC and ROTC Orientation flights
- O-Ride pilot has complete discretion on whether they fly one or two cadets and one or two aircrew members in the aircraft.
- All personnel in the aircraft will wear a protective mask, and the aircraft will be sanitized between change of crews or personnel.
- Squadrons are encouraged to open their facilities to training. Wing ES, Cadet and AE training assistance is available for the asking.

WAWG Minimum COVID Safety Protocols:

- Unvaccinated members who attend a meeting will wear a Mask, indoors and outdoors until they leave the meeting or activity.
- Members will maintain a three-foot separation from other members during a meeting, indoors and outdoors.
- Each member using the restroom will use a disinfecting wipe or spray to clean the surfaces touched after each use.
- Squadron HQ or other facility will be cleaned at the end of each meeting or occupancy.
- The State of Washington COVID-19 guidance by county will be followed, prior to Civil Air Patrol COVID -19 Guidance.
- Guidance for specific activities and missions will be provided by the Activity Director, Squadron Commander, Incident Commander and/or the Wing Commander.
Public health strategies include avoiding the 5C's (Source: FOUO CAP Protect the Force PPTX)
 - closed spaces with poor ventilation.
 - crowded places with many people nearby.
 - close-contact settings, such as close-range talking.
 - continuous exposure (limit time with people to less than 10-20 minutes.
 - common surfaces that could be infected with COVID-19.

Submit your questions to the Squadron Safety Officer and they will in turn contact the Wing Safety Officer and Health Services Officer to manage inquiries and recommendations.

Squadrons are strongly encouraged to blend In-Person and Virtual attendance for all meetings and activities. Respect will be given to any member who is unable to attend an in-person meeting based on wellness concerns.

It is Washington Wings goal to reach Phase III after June 30, 2021, to do this we will need members to continue to be COVID-19 safe. Wear your mask, social distance as described by Washington and CAP, wash your hands, and at your personal choice be vaccinated.

Wing Commander appointed a team to prepare our wing's phase I and Phase II remobilization plan. The team consists of members with a variety of backgrounds which includes, wing health services officer, wing

director of operations, wing safety officer, wing director of cadet programs, wing director of education and training, wing admin officer wing legal officer and wing commander.

Washington Wing's remobilization team has continued to invest time in researching the status of the COVID-19 data. Reviewing articles and news provided by state officials.

We believe Washington's COVID-19 data justifies the Washington Wing moving to Phase III remobilization. We feel the following statistics justify Phase III:

As required once Phase III has been approved by NHQ we will continue to monitor the numbers for four weeks to decide to as to opening to overnight activities.

Don't let our guard down. Phase III Mobilization does not mean everything is back to "normal". Stay safe, and stay healthy, protect your wing-person.

Sincerely,

Colonel Shelly J Norman
Washington Wing Commander, Civil Air Patrol

What comes next:

When Washington fully reopens the economy, the state will move beyond the Healthy Washington - Roadmap to Recovery. Beginning June 30, or sooner if Washington reaches the WA-based vaccination goal of 70% of 16+ individuals initiating vaccine, all industry sectors previously covered by the Roadmap to Recovery or the Safe Start plan (with the limited exceptions noted below for large indoor events) may return to usual capacity and operations. This does not include masking, which will continue under current guidance.

Restrictions Applying to Indoor & Outdoor Settings After June 30	
Vaccine Verification / Negative Testing	Recommended, but not required, for large indoor and outdoor events.
Capacity Limitations	No restrictions (except large indoor events*)
Physical Distancing	No requirements
Facial Coverings	Follow current applicable requirements as outlined in: Proclamation 20-25.13 - Healthy Washington, Secretary of Health Order 20-03.2, and LNI Publication F414-179.
Travelers	Follow CDC recommendations and Proclamation 20-83.2 - Restrictions on Travelers.

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