



HEADQUARTERS ALASKA WING
CIVIL AIR PATROL
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4 Jun 20

MEMORANDUM FOR RECORD

FROM: AKWG/CC

SUBJECT: COVID-19 Remobilization Operations Plan (Phase 1)

1. Participants: All AKWG units for the period directed by the AKWG/CC.
2. Situation: Pandemic Threat
 - a. COVID-19 is a novel coronavirus that has caused a global outbreak and associated public health declarations including social distancing, protective equipment, and an increased focus on hygiene. Because of the variation in impacts and legal restrictions across the various states, there is no one-size-fits-all response for the Civil Air Patrol to use in this situation. The Centers for Disease Control and Prevention has published a general FAQ about this disease on their website: <https://www.cdc.gov/coronavirus/2019-ncov/faq.html>.
 - b. Federal, state and local governments will continue to enact proactive steps that slow the spread of the disease, while carefully balancing other considerations for easing restrictions. The potential for disease resurgence and breakouts will likely necessitate the need to implement further restrictions or retrograde to earlier phases.
3. CAP Organizations and Government Partners
 - a. HQ CAP Mission: Civil Air Patrol Wing Commanders will proactively make their Wings ready to resume operations in accordance with CAP, local, state, and federal guidance. A phased-approach, based on the White House "Opening Up America Plan" will help align efforts across Wings and Regions, and communicate where personnel are in the process to returning to a post-COVID-19 "normal" operations tempo.
 - b. State and local governments: On 22 May 2020, the State of Alaska lifted restrictions on businesses and moved into Phase 3/4 of recovery.
4. Mission - On order, Alaska Wing will transition to "Phase 1" operations at the local level in order to deliberately and incrementally increase operating capacity on the way to resuming normal operations and fulfilling our three congressionally-chartered missions. Alaska Wing squadrons are the main effort and wing staff are in support.

5. Execution

a. Commander's Intent - Execute disciplined initiative at the squadron level, in alignment with federal, state, and local orders, to resume Phase 1 meetings, training, and activities for low-risk personnel while mitigating the risk of COVID-19 transmission to the maximum practical extent.

b. Commander's Critical Incident Reports (CCIRs):

i. Any Alaska Wing CAP member tests positive for COVID-19.

ii. Any Alaska Wing CAP members are exposed to COVID-19 while performing CAP duties or attending a CAP activity.

iii. The hospitalization of an Alaska Wing CAP member as a result of COVID-19.

iv. Death of any Alaska Wing CAP member of known or suspected COVID-19 infection.

c. End State: Phase 1 activities are on-going with minimal COVID-19 transmission risk to CAP members and the wing is postured for Phase 2 transition once CAP orders allow.

6. Concept of Operation

a. Implementation of Phase 1: Select low-risk staff, activities involving less than 10 personnel

i. In accordance with HQ CAP "Remobilization of the Membership" planning tools, Alaska Wing units and staff are authorized to conduct meetings and training activities (< 4 hours in duration) for select low-risk personnel. Self-identified low-risk category members may return to meetings as long as groups are less than 10, social distancing and wearing cloth face coverings are in effect, hygiene/health status checks through questions and temperature checks are performed, and public health reminders are in place. Larger, single-day activities will only be allowed in Phase II, and overnight activities will not be permitted until Phase III. Meanwhile, wing members can begin their planning in anticipation of future entry into those Phases.

ii. Mission-essential aircrew procedures are published in the attached AKWG/CC COVID19 Operations memo dated 27 Mar 20. All single-pilot and two-person crew training and proficiency flights may resume for self-identified low-risk individuals. Crew members will wear face coverings if unable to maintain social distancing guidelines and disinfect the aircraft between sorties. Allowed flight activities include: all single pilot proficiency flights, flight evaluations, 2-person crew training and proficiency, dual instruction (assuming all members are low-risk and all flight operations are in low-risk areas), and cadet flight training. The following flight activities are not allowed at this time: cadet orientation flights and all non-essential flights with a crew of 3 or more.

b. Support agencies: Wing staff will provide support to squadrons as appropriate. State and local COVID-19 restrictions will be continuously monitored for status changes affecting local operations.

7. Tasks

- a. Squadron commanders will approve all unit activities and meetings involving more than 2 CAP members at least 48 hours in advance.
- b. Units will maintain attendance records for all approved activities for a minimum of 6 months to facilitate contact tracing, if required.
- c. One-on-one activities (both ground and flight) and single pilot flight operations are allowed without explicit squadron commander approval.
- d. Members will follow the HQ CAP guidelines for PPE wear, social distancing, cleaning, temperature and hygiene monitoring, etc., at all times.
- e. Any CAP member will immediately notify AKWG/CC of any CCIR within 2 hours.

8. Administration and Logistics - None

9. Command and Signal

a. Signal

- i. The Alaska Wing command and key staff will meet weekly via GoToMeeting (normally Mondays at 0900) to assess wing operations and changes to state and local restrictions.
- ii. Squadron Commanders are welcome to listen in on the weekly calls, and are expected to attend the regularly scheduled Command & Staff meeting each month.
- iii. CCIRs will be reported via phone call to Colonel Kevin McClure 907-301-8122.

b. Command

- i. The normal chain of command and reporting procedures are in effect.
- ii. To facilitate the planning and execution of remobilization, the AKWG Remobilization Planning Team (RPT) has been established to continually assess the situation and recommend phase changes to the command staff. In addition, the RPT is responsible for developing and publishing OPLANS, procedures, and briefing materials to assist squadrons and staff in messaging the remobilization. The members of the RPT are:

AKWG/CCA (Team Lead): SMSgt Paul Goedert

AKWG/DO: Lt Col Derk MacPherson

AKWG/CP: Capt Liz Bratton

AKWG/SE: Maj Carl Siebe

AKWG/JA: Lt Col Stuart Goering

AKWG/ Health Services Officer: Maj Stephen Sammons

//signed//4 Jun 20//

KEVIN A. McCLURE, Colonel, CAP
Commander

1 Attachment: AKWG/CC COVID19 Operations memo dated 27 Mar 20

Distribution:

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