

## **WELCOME LETTER CTC MIDWEST WINTER 2021**

Cadets, Officers, Staff and Parents,

My name is LCDR Shelly B. Lukasiewicz and I am the Commanding Officer for this winter's training at Red Horse Air National Guard Base in Port Clinton Ohio. This year's training includes 4 schools. Recruit Training (boot camp), NSCC Culinary and NLCC Culinary and Navy League Orientation.

Our staff has many years of experience in the education and training of cadets as well as in the safety and protection of all. We have plans in place for inclement weather, power outages, medical emergencies, etc. You can rest assured that your cadet will be in the best of hands and we will provide for them as one of our own.

All of our staff are vetted and have completed all necessary requirements including specialty skill sets to provide for the best training experience possible. Covid 19 continues to be part of our planning process. We will adhere to all rules both local and national as well as the NSCC rules. The rules for NSCC can be located on [HOMEPORT](#).

It is imperative that all of us follow the rules and maintain strict rules for social distance mask and face shields with exceptions only as approved by the department of health. Please do not send your cadet if they have been around someone who has tested positive within 14 days prior to camp or if they or family have had symptoms in that time period prior to camp as well. I realize that it is the holidays but we all have a responsibility to make sure all cadets have the safest experience possible here at CTC Midwest. I sincerely thank you all in advance for adhering to our mandated rules.

Make sure that you review *the Global Sea Bag List and Addendums*. Important information for the entire command has been listed in one document this year.

New this year is that we will not be able to provide transportation to our facility from airports. Please plan accordingly. If you have a cadet traveling to our area and being brought to us by family members, friends, public transportation or other parents, make sure a transportation form is filled out and signed and sent to us so that we can be aware and expecting them. Remember, staff and staff cadets can arrive the evening of the 25<sup>th</sup> but not before 1800 hours. All other cadets must arrive on the 26<sup>th</sup> at the designated time. Check In is on 26 DEC 2020 at 0900 hours. Check in will follow some different guidelines as well as checkout. Graduation information will be coming out soon

If you have an emergency while your cadet is at training, we ask that you contact myself personally. I would not want any of our cadets to receive news from home through an email that we were not prepared to provide support for them if needed.

Medical care is provided 24/7 for our training command by Paramedics and Nurses. We are also working this year in concert with the local authorities to maintain our COVID 19 preparedness plan and mitigation procedures.

We will be taking Division pictures and candid pictures throughout the training period. However, we will not be able to post these during training. We will provide these electronically at end of training so you will have them for your use. Please do not post pictures of other cadets on any social media.

Please make sure you visit our website; [www.ctcmidwest2021.org](http://www.ctcmidwest2021.org)  
Required forms i.e. Transportation forms, Supplemental Medication, Cadet and Adult Attestation forms can be found there.

Other useful information for emergency contact information, address of the training etc. can be found there.

All of us at CTC Midwest Winter 2021 are looking forward to your cadets. We will strive to provide the best possible experience while maintaining proper adherence to rules and regulations.

Note: If your cadet has any food allergies, special considerations i.e. IEP or 504 -Plan for learning, religious food preferences, please let us know prior to training. This will allow us to plan ahead so that all can have a fair and safe experience.

Thank you again for trusting us with the care of your Cadet. They are a part of our Navy Family as well as yours.

Sincerely,

LCDR Shelly B. Lukasiewicz, NSCC

COTC, CTC Midwest winter 2021