

Emergency Response Group Meeting

Agenda & Notes

Chair: Michael D. Pelletier, CEO
Recorder: Michael D. Pelletier
Location: Zoom Call, April 1st, 2020
Time: 9:30 a.m.



Agenda Order	Agenda Topics	Person(s) Responsible
1.	Opening Prayer	All
2.	Agenda Overview – request to add additional items	All
3.	Surveillance Activities Update a) Surveillance Tracking System	a) Surveillance Coordinator
4.	Emergency Response and Public Health Measures Activities Update a) Security Checkpoint Update b) Food Distribution Program Update	a) Community Emergency Management Coordinator b) Emergency Preparedness Coordinator
5.	Health Services and Corpse Management Activities Update a) Health Services Update	a) Community Health Nurse
6.	Vaccine & Antivirals Activities Update	
7.	Communications Activities Update: a) Call Centre Update b) Website/Newsletter Update	a) Community Inquiry Coordinator b) Public Information Coordinator

Emergency Response Group:	
1. Peter Collins – Chief	11. Michele Blais – Community Evacuation Coordinator
2. Michael Pelletier Jr – CEO	12. Myra Bannon – Education Authority
3. Derek Johnson – Police Rep.	13. Morris Decorte – Property Maintenance
4. William G. Solomon – Fire Chief Rep.	14. Cheryl Szyja – Emergency Site Manager
5. Michael Pelletier Sr – Public Works Rep.	15. Serena MacLaurin – Community Health Rep.
6. Karen Bannon – Emergency Preparedness Coordinator & Medical Health Authority Rep.	16. Agnes Rissanen – Community Health Nurse
7. Shannon Crews – Social Services Rep.	17. Stephanie MacLaurin – Health and Wellness Worker
8. Serena MacLaurin – Emergency Medical Services Rep.	18. Kristy Boucher – Public Information Coordinator
9. Ian Bannon – Community Emergency Management Coordinator	19. Brice Morriveau – Community Inquiry Coordinator
10. Lori Payne - Finance Rep.	20. Brandy Morris – Surveillance Coordinator

Roll Call: Sheldon Bannon, Karen Bannon, Stephanie Maclaurin, Agnes Rissanen, Myra Bannon, Brice Morriseau, Brandy Morris, Ian Bannon, Serena Maclaurin

Meeting Notes:

- Yvonne Banning will be added to the emergency response group email as alternate to Agnes's role.
- An emergency letter will be prepared and sent to all affected parties indicating new updated road blocks.
- Went through pandemic plan roles
- The Community Health Representative Clerk will be asked to take on the Surveillance Coordinator Role set out by the Pandemic Plan. There is currently no one appointed.
- Other topics of discussion:
 - Development of screening form for Security Officers.
 - Colour coding system to tracking outbreak in community, if needed.