

Emergency Response Group Meeting

Agenda & Notes

Chair: Michael D. Pelletier, CEO
Recorder: Michal D. Pelletier
Location: Zoom Call, April 3rd, 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: Esther Pervais, Karen Bannon, Serena Maclaurin, Brice Morriseau, Stephanie Maclaurin, Derek Johnson, Lori Payne, Peter Collins, Myra Bannon, Agnes Rissanen, Luanne Maki

Meeting Notes:

- Review Corpse Management area.
- Mike open floor for questions:
 - Luanne asked about potential cases.
- Derek gives statement of activities.
- Pandemic Plan incidents:
 - Karen mentioned procedure to report incidents goes through Agnes and health unit.
 - Luanne, Serena, Karen, and Surveillance Coordinator will develop procedures for confirmed cases.
- Surveillance Coordinator - no one had confirmed if Cathy M. has accepted the position. Karen and Luanne will confirm. Brandy Morris confirmed that she will take the role if Cathy does not take.
- Pete makes statement on getting security to protect local businesses.
- Luanne asks if security has signed any confidentiality agreements.
 - Michele will get them to sign as part of orientation.
- Rob asks if we have informed local emergency services of road blockages and alternate routes.
- Kristy will send out 70+ self-isolation order notice flyers from the province.
- A discussion takes place on the colour coding system in the community for confirmed cases in house.