

Emergency Response Group Meeting

Agenda & Notes

Chair: Michael D. Pelletier, CEO
Recorder: Stephanie Maclaurin
Location: Zoom Call, April 6th, 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: Mike D. Pelletier, Pete Collins, Karen Bannon, Luanne Maki, Ian Bannon, Myra Bannon, Michele Blais, Cheryl Szyja, Shannon Crews, Lori Payne, Agnes Rissanen, Yvonne Banning, Serena MacLaurin, Derek Johnson, Rob Pelletier, Brandy Morris, Brice Morriseau, Esther Pervais, Kristy Boucher, William G. Solomon, Stephanie MacLaurin

3. Surveillance Updates

A) Surveillance Tracking System

- Luanne Update - nurse to report to the First Nation rep, which is Agnes or Yvonne, and they will update team and chief and council, as well as do contact tracing - no confirmed cases in FWFN
- Brandy Update - has reached out to Maureen at the TBDHU to add herself as the new contact for known cases that happen in the city - no response but will keep trying - Brandy is currently working on a checkpoint wellness list in the event of a 24 hr lockdown and will include the process for persons self isolating if identification of symptoms occur - has gathered information and suggestions from emergency coordinator, APS, CHN, Health Staff/FSW - will have complete update for next meeting

4. Emergency Response and Public Health

A) Measures Activities Update

- Ian - checkpoint holding its own - more people are showing interest in joining - checkpoint restricted to non-members and businesses - they have radios - requesting PPE and want to provide
- Luanne - PPE training needed because people aren't wearing the equipment properly - request video from Agnes and Yvonne
- Agnes and Yvonne - put together PPE video and send to Kristy Boucher for COVID website

B) Security Checkpoint Registration Process

- Luanne will send Brandy the COVID19 screening questions so Brandy can develop a log
- Ian - how can we get Courtney involved with registering people who live out here but not registered members - currently they can be registered through email but not getting a lot of emails and no means of verifying with security so they know who to screen out - at some point registration process will require proof of residency (ID) or a letter from C&C that they have permission to reside on the reserve and should be done in the next day or so - people can email membership@fwfn.com to notify proof of residency - Kristy can work on a letter advising the community of these steps

5. Health Services and Corpse Management Activities Update

6. Vaccine and Antivirals Update

7. Communications Activities Update

A) Communications- Kristy

- waiting for BCR signatures, and how many packages to make and who to give them to
- need clarification from chief regarding the letter for military assistance request

- need help monitoring movement in the community and what is coming in - needed once we move into 24hr lockdown
- Kristy to post minutes on COVID site (without member names)

8. Emergency Operations Centre

- potential set up near community centre - employment training centre has an area with white boards for breakout rooms
- discussion of triage site location when needed - need to contact Dr. Bannon to determine how to set this up safely but we have what we need to do a pop-up triage
 - supplies should be at the community centre - Ian's roll to set up centre and give cleaners heads up

9. Lockdown

- discussion regarding possible scenario's that make lockdown complicated
- Chief Peter has concern on methadone solution because cannot block the reserve until that is resolved
- Pete will call Dilico, Everall, and the OATC to discuss –
- Derek wondering if legal council contacted for advice on those who break the lockdown rules
- C&C in contact with legal and Pete will be main contact on these issues

10. Call Centre

- still working on food distribution centre for council permission - Cheryl has ability at the community centre for a central communications location for people to call and get a response
- Brice (Community Inquiry Coordinator) will relocated there to an empty office
- Luanne request COVID email that Cheryl will contact Steve to set-up