

Emergency Response Group Meeting

Agenda & Notes

Chair: Michael D. Pelletier, CEO
Recorder: Michael D. Pelletier
Location: Zoom Call, March 31st, 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: Luanne Maki, Stephanie Maclaurin, Michael Pelletier Jr, Peter Collins, Kristy Boucher, Karen Bannon, Agnes Rissanen, Esther Pervais, Derek Johnson, Ian Bannon, Sheldon Bannon

March 31, 2020; Conference Call; 9:30am;

CEO Opening

- Response has been management so far but shifting to emergency response
- Read through Emergency Response Plan and Roles related to each person on meeting.

Chief

- Update on 24 hours lockdown.
 - Businesses and tenants will need to get colour coded placards.
- Update on suboxone/methadone site.
 - FWFN team working on alternate access site
 - Karen has question on other service they were working on (cheryl overall)
- Statement on facebook social media.
- Need to be safe in the community and ensure we are prepared for lockdown

Other Meeting Notes:

- Send pandemic plan to Agnes and Esther.
- Kristy gives update on website and section added for COVID-19 materials.