

Emergency Response Group Meeting

Agenda

Chair: Michael D. Pelletier, CEO
Recorder: Christina Thiessen
Location: Zoom Call, April 30th, 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 c) Household Assistant Program	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
	21. Luanne Maki- Health Centre Manager
	22. Christina Thiessen- Executive Assistant

Roll Call: Michael Pelletier Jr., Peter Collins, Angela Collins, Christina Thiessen, Amanda Collins, Brandy Morris, Karen Bannon, Dan Gelmich, Ian Bannon, Jamie Scrimger, Luanne Maki, Esther Pervais, Lori Payne, Michele Blais, Shannon Crews, Stephanie Maclaurin, William Solomon, Myra Bannon, Derek Johnson, Rob Pelletier, Serena Maclaurin, Sheldon Bannon, Michael Pelletier Sr.

1. Opening Prayer- Dan Gelmich

2. Additional Agenda Items

Update Chief Collins- and CEO Michael Pelletier

- Reopening of stores
 - Monday May 4th, 2020- Plan to open to the community
 - Giving the community a first chance
 - Tuesday May 5th, 2020- Open to general public
 - Security check point relocation
 - Including additional check point
 - Discussion on security at the stores
 - Limited hours for store openings, Social distancing, Limited customers in stores, Strict cleaning procedures, Mask wearing inside stores – discussion (add to council mtg.)
 - Bylaws- Quarantine Act,
 - To include Recommendations for safety of store
 - Hiring of Bylaw officer
 - Canada Labour & Health Unit can do checks and enforce Canada Labour Code Health and Safety Regulations and the Emergency Measure Act.
 - Stores will be signing agreement- need to abide all bylaws.
 - Penalties for not abiding
 - Chief & Council to meet Friday evening
 - Meeting with FWFN stores to take place Friday during the day
- Discussion on how to enforce the Quarantine Act
 - Letter will be issued to member by APS
 - Need to track
 - Members not abiding the Quarantine Act will have names given to security check points
- **Training development**
 - Using Nokiiwins service to help develop training/ Working with Ian and Brandy.
 - Mock situation to prepare
 - Discussion- hand sanitizer- contact with Sleeping Giant (making hand sanitizer)
 - Will fwd. email to Luanne- FWFN Health Manager and stores for their information.

3. Surveillance Activities Update- including tracking

- Discussion- protocol review- temperature reading

- What process will be for those who refuse
 - Penalties will be accordance with bylaw
- Working with Lance from the health unit
 - Updated to case #61
- Process for when we do have confirmed case
- Reviewing protocol for when stores open
- Neighbourhood Watch- House Flag System: ongoing checks
 - From staff doing the watch, then to the call center, then to Brandy- will then determine which stream of medical care
 - Will include in mock- training procedures for pandemic
 - Currently have staff do the checks Monday, Wednesday, Friday
- PPE order can possibly be placed with Global Hydration
 - Follow up on payment process from FWFN

4. Emergency Response

A) Security Checkpoint Update

- When the stores open
 - Check point locations- discussion- possibly further up before First Class Glass area.
 - Discussion on taking temperatures
- Security restructuring- additional signs, etc.
- Check point location- to be determined after next Chief & Council meeting.

B) Food Distribution Program

- Food distribution
 - **Off reserve**
 - 46 Confirmed
 - Organized by locations
 - Ongoing registration
 - Need to confirm address with Call Center
 - Will have second delivery date for anyone who is missed
 - **Pickup System**
 - Next order will be the meat order
 - Confirmed distribution list
 - Working with those from community- for those who had missed last pickup
 - Draft proposal for funding review

C) Household Assistance Program

- **Discussion**
 - Budget meeting on COVID plan
 - Wanted to give options for discussion at council meeting
 - Providing information on what is currently offered
 - Household program
 - Towards utility bills

- Financial information to be thought about- potential issues, etc.

5. Health services update

- Surveillance coordinator- Issue notices- Highlighting the need to self isolate and how to self isolate

7. Communications Activities Update

a) Call Centre Update- Emergency Response Call Center

- No update for call center
- Call center phone active Monday-Friday 9:00am-4:00pm
 - Phone prompts to call- On call phone
 - Call add to information for after hours and weekends

B) Website/Newsletters- Notice to community

- Flyer delivery- printing tomorrow

Additional Agenda Items:

Chief & Council

- Next meeting scheduled Friday May 1st for 5:30 pm

Action Items

Action Item	Date to review	Person/Department Responsible
<ul style="list-style-type: none"> ● Meeting with FWFN Stores <ul style="list-style-type: none"> ○ Discuss reopening and bylaws to be followed 	Friday May 1, 2020	Meeting will take place with: Mike (CEO), Pete (Chief), FWFN Stores
<ul style="list-style-type: none"> ● APS to issue letter- to members not following Quarantine Ace. 	Friday May 1, 2020	APS
<ul style="list-style-type: none"> ● Training development <ul style="list-style-type: none"> ○ MOCK situations to prepare 	Monday May 4, 2020	Nokiwin- Jamie Scrimger, Ian Bannon,
<ul style="list-style-type: none"> ● Neighbourhood watch- flag system <ul style="list-style-type: none"> ○ Updated newsletter 	As soon as possible	Health team to update

<ul style="list-style-type: none"> ○ Include after hours/weekends to use ON CALL phone line 		
<ul style="list-style-type: none"> ● PPE Order with Global Hydration ● Payment for order 	Friday May 1, 2020	Nokiiwin- Jamie Scrimger FWFN Staff to review finance process to make payment
<ul style="list-style-type: none"> ● Food distribution- off reserve <ul style="list-style-type: none"> ○ Scheduled for Friday ○ Second delivery following week for those who miss 	Taking place- Friday May 1, 2020	Amanda Collins- leading team
<ul style="list-style-type: none"> ● Funding for food distribution- review of draft proposal 	Monday May 4, 2020	Health manager preparing