

## Emergency Response Group Meeting Agenda & Notes



**Chair:** Michael D. Pelletier, CEO  
**Recorder:** Christina Thiessen & Michael Pelletier  
**Location:** Zoom Call, May 12<sup>th</sup>, 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
8.	Review Action Items	Chief Executive Officer

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, Christina Thiessen, Amanda Collins, Brandy Morris, Karen Bannon, Dan Gelmich, Ian Bannon, Jamie Scrimger, Luanne Maki, Esther Pervais, Lori Payne, Michele Blais, Shannon Crews, William Solomon, Myra Bannon, Derek Johnson, Serena Maclaurin, Sheldon Bannon, Michael Pelletier Sr., Agnes Rissanen,

### **1. Opening Prayer-** Ian Bannon

### **2. Additional Agenda Items**

#### **Update Chief Collins- and CEO Michael Pelletier**

- Store extension on hours
- MOCK training procedures- Mock situation to take place Friday

### **3. Surveillance Activities Update- including tracking**

- Working with Lance from the health unit
  - Updated to case #78
- Hotline was made aware of yellow flag in community members home.
  - Procedure with follow up including CEO, APS, CHN/FHT, Security Checkpoint, Dilico
  - Surveillance using map- to be provided by lands department
- Providing education to security on protocols- hand washing, social distancing
- Discussion on weekend procedure
  - For weekends, if member needs nurse assistance, they will call FWFN “on call”, then “on call” can call nurses registry- assessment over the phone, then will advise if they should go to hospital, etc.
  - Whoever takes the FWFN “on call” phone, they will provide update to Brandy and procedure/protocol to follow
- Discussion on procedure if employees get sick or are sick
- Discussion on procedure on if someone tests negative, will they need to self isolate for 14 days

### **4. Emergency Response**

#### **A) Security Checkpoint Update**

- Mike Jr gives update on security. Issues have come up with employees being sick.
  - He requests meeting after emergency response group meeting to discuss specific details.
- No other updates.

#### **B) Food Distribution Program**

- Luanne, Myra, Amanda gives update on off reserve food distribution programs.

- **On Reserve Elders (65+)**
  - Next delivery is being prepared
- **Off reserve**
  - 60+ Age category
  - Ongoing registration
    - Need to confirm address with Call Center
    - Elders have been calling in to update, do not have everyone's contact phone number
- **Pickup System**
  - Pickup date is tentatively scheduled for May 19.

## 5. Health services update

- Update from Nurse- Update to the community
- Gives update on recommendations from other first nations on self – isolation
  - Discussion takes place around self isolation

## 6. Vaccine & Antivirals Activities Update

- No update

## 7. Communications Activities Update

### a) Call Centre Update- Emergency Response Call Center

- No updates
- 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- preparing for 2 deliveries per week.

## Additional Agenda Items:

Store Opening Hours Extensions – discussion takes place around extending hours. General comments support extending to 8am to 6pm or the store's normal start time and closing at 6pm.

## Chief & Council

- Next meeting scheduled- Wednesday May 13<sup>th</sup>, 2020 at 5:30p.m.

## Action Items

Action Items	Date to review	Person/Department Responsible
<ul style="list-style-type: none"><li>Personnel Protocols for employees' sicknesses</li></ul>	End of week	Michele Blais, Michael Pelletier Jr
<ul style="list-style-type: none"><li>Follow up with external quarantine groups (they declined assistance).</li></ul>	Completed	Amanda Collins