

## Emergency Response Group Meeting Agenda & Notes



**Chair:** Michael D. Pelletier, CEO  
**Recorder:**  
**Location:** Zoom Call, May 13<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	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: Roll Call: Michael Pelletier Jr., Peter Collins, Angela Collins, Christina Thiessen, Amanda Collins, Brandy Morris, Karen Bannon, Dan Gelmich, Ian Bannon, Luanne Maki, Esther Pervais, Lori Payne, Shannon Crews, Myra Bannon, Derek Johnson, Rob Pelletier, Serena Maclaurin, Sheldon Bannon, Michael Pelletier Sr., Agnes Rissanen, Cheryl Szyja, Jamie Scrimger, William Solomon

## 1. Opening Prayer-

## 2. Additional Agenda Items

### 3. Surveillance Activities Update- including tracking

- Working with Lance from the health unit
  - Updated to case # 78
- Discussion on tracking within the Emergency Response Group
- Sent out what is requested from everyone
- As cases resolve, and when someone test negative- the recommendation will be to continue self monitor.
  - Discussion on how to provide supports to those who need to self isolate

## 4. Emergency Response

### A) Security Checkpoint Update

- Discussion on training check point staff- Will be provided by Ian (Security) and Michele (HR)
  - MOCK Training situation
  - Communication from Emergency Response Group to security staff
- Will be putting information together to give to community in newsletter- the security will be asking more questions

### B) Food Distribution Program

- Food distribution
  - **On Reserve Elders (65+)**
    - Delivery taking place today
  - **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
    - As soon as we have list of those coming for pick ups will pass along to Ian (for security purpose)
  - **Pickup System**
    - Large donation from RFDA
    - Enough items in hall to cover June distribution
    - Are going to try to add potatoes and carrots to meat distribution

- Ongoing updating list of households

## 5. Health services update

- Update from Nurse-
- FWFN update from Serena- If member tests negative can a person can either come out of self-isolation 24 hours after their symptoms have resolved OR an individual can come out of self-isolation immediately if their symptoms have not worsened but to follow up with their health care provider.
- Meeting set up between Karen, Luanne and Serena- testing blitz discussion

## 6. Vaccine & Antivirals Activities Update

- No update

## 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- updated yesterday. (Ongoing)
- Working on setting up second delivery

## Additional Agenda Items:

### Chief & Council

- Next meeting scheduled- Wednesday May 13<sup>th</sup> (today)

## Action Items

Action Items- May 13 <sup>th</sup> , 2020	Date to review	Person/Department Responsible
<ul style="list-style-type: none"> <li>• Notice to community- Security checkpoint questions</li> </ul>	May 15, 2020	Security Dept. Ian Bannon

<ul style="list-style-type: none"><li>• Orientation program to security staff</li></ul>	May 15, 2020	Security Dept.- Ian, Human Resources- Michele & Donna
<ul style="list-style-type: none"><li>• Mock COVID testing for Security</li></ul>	Ongoing	Security Dept. working with HR and Surveillance