

**Emergency Response Group Meeting
Agenda & Notes**



Chair: Michael D. Pelletier, CEO
Recorder: Christina Thiessen
Location: Zoom Call, May 15th, 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.	Positive Story Discussion	All
4.	Surveillance Activities Update a) Surveillance Tracking System	a) Surveillance Coordinator
5.	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
6.	Health Services and Corpse Management Activities Update a) Health Services Update	a) Community Health Nurse
7.	Vaccine & Antivirals Activities Update	
8.	Communications Activities Update: a) Call Centre Update b) Website/Newsletter Update	a) Community Inquiry Coordinator b) Public Information Coordinator
9.	Review Action Item Review	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., Angela Collins, Christina Thiessen, Amanda Collins, Brandy Morris, Karen Bannon, Luanne Maki, Esther Pervais, Ian Bannon, Lori Payne, Michele Blais, Shannon Crews, Stephanie Maclaurin, William Solomon, Myra Bannon, Serena Maclaurin, Sheldon Bannon, Agnes Rissanen, Cheryl Szyja, Leo Desmoulin

1. Opening Prayer- Cheryl Szyja

2. Additional Agenda Items

Update Chief Collins- and CEO Michael Pelletier

3. Positive Discussion

Group participates in positive discussion

4. Surveillance Activities Update- including tracking

- Working with Lance from the health unit
 - Updated to case #79
- If employee leaves work- discussion if protocol is the same. Yes, if they have symptoms are to call the COVID line first then report to HR.
 - Can have supervisor report to COVID line
 - Will review procedures for supervisors- symptoms to be followed up
- Working with Jamie at Nokiiwin- ongoing
- Protocol documents to be printed and given out

5. Emergency Response

A) Security Checkpoint Update

- Discussion on using new protocol with new government relaxed protocols
 - Can continue using the new regulations or are we going to change things ongoing
 - Recommendation by health manager to continue follow our protocols
 - Discussion on using testing drive through as baseline.
 - Identifying targets on when we can start relaxing protocols
 - Using our tracking and testing to identify what needs to be done to move forward
 - City of Thunder Bay Bus- ongoing routes into FWFN- will continue to follow protocols at checkpoints

B) Food Distribution Program

- Food distribution
 - **On Reserve Elders (65+)**
 - Next delivery will include dairy
 - Contact will be coming by next Thursday
 - **Off reserve**

- Deliveries taking place today
- **Pickup System**
 - Ready for distribution for Tuesday
 - Will be including craft kits
 - Packages of supplies from Shannon's dept. to be included
- Mask distribution- discussion on more masks for elders in the community
 - Using community members to make these

6. Health services update

- Update from Nurse- no further update for today.
 - PPE- awaiting delivery
 - Walmart case- employee- low risk with dates- will share information with community
- FWFN- Working on drive through testing

7. Vaccine & Antivirals Activities Update

- No update

8. 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
 - After hours- call the "on call" phone

B) Website/Newsletters- Notice to community

- Flyer delivery- printing today.
- Working on second delivery driver

Additional Agenda Items:

Chief & Council

- Next meeting scheduled- Wednesday May 20th, 2020

9. Action Item Review

Action Items for May 15 th , 2020	Date to review	Person/Department Responsible
<ul style="list-style-type: none"> Process for protocols- Employees who are sick 	Tues. May 19 th , 2020	Michele
<ul style="list-style-type: none"> Call Center Notice- Review of phone numbers and hours 	Tues. May 19 th , 2020	Cheryl
<ul style="list-style-type: none"> PPE Masks- made by community members 	Tues. May 19 th , 2020	Mike and Myra to follow up with community members
Review of Action Items for Week of May 11th-15th		
<ul style="list-style-type: none"> APS to issue letter- to members not following Quarantine Act. 	Ongoing	APS
<ul style="list-style-type: none"> PPE Mask Delivery (Global Hydration) 	Tues. May 19 th , 2020	Delivery and set up by Jamie from Nokiiwin. Working on payment by FWFN
<ul style="list-style-type: none"> PPE Masks-made by community members 	Completed	Amanda will reach out to community member to place order
<ul style="list-style-type: none"> Update to Community- COVID 19- Drive Through Testing 	Tues. May 19 th , 2020	Luanne & Serena