

## Emergency Response Group Meeting Agenda & Notes

**Chair:** Michael D. Pelletier, CEO  
**Recorder:** Christina Thiessen  
**Location:** Zoom Call, May 4<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: Karen Bannon, Luanne Maki, Myra Bannon, Stephanie Macluarin, Cheryl Szyja, Jamie Scrimger, Sheldon Bannon, Dan Gelmich, Esther Pervais, Ian Bannon, Lori Payne, William Solomon, Rob Pelletier, Brandy Morris, Amanda Collins, Peter Collins, Shannon Crews, Serena Maclaurin

### **1. Opening Prayer- Stephanie Maclaurin**

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

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

- Reopening of stores
- **Training development**
  - Using Nokiiwins service to help develop training/ Working with Ian and Brandy.
    - Mock situation to prepare

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

- Hogarth and Walmart
  - Identify stages/protocol
  - Discussion on community members who work at Hogarth, or on reserve residents who work there.
    - Strong recommendation to self isolate when not at work
    - Discussion- letter to follow up with this recommendation
- Reopening of stores- Health Unit and Health Inspector have reports- revision 4 to be reviewed. Then to retailers
- Discussion on following process
  - Brandy will contact CHN's- start up process (see if/where testing would be done- potential cases), will get to APS then to Karen/Mike
- Protocol being developed for if they refuse- at security checkpoints
- **Neighbourhood Watch-** Program protocol review
  - Some members are not following rules
    - Letters to be sent to those homes- identified as potential cases

### **4. Emergency Response**

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

- No update

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

- Food distribution
  - **Off reserve**
    -

- Continue to receive calls to register for program
- Request by Chief - to lower age to 60 +
  - For age group 60-65 if able to do pickup
  -
- **On- reserve**
  - Next order will be the meat order

**C) Household Assistance Program**

- **Discussion**
  - Council will review the budget on COVID plan

**5. Health services update**

- No update for today
- Surveillance- process- from call center- to Agnes then appropriate next steps

**7. Communications Activities Update**

a) Call Centre Update- Emergency Response Call Center

- Any calls not answered, will receive call back
- No new emails
- 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

- Ongoing updates a required

**Additional Agenda Items:**

**Chief & Council**

- Next meeting scheduled Monday May 4<sup>th</sup> for 5:30 pm

**Action Items (to be reviewed Tues, May 5<sup>th</sup>, 2020)**

REVIEW PAST ACTION ITEMS	Date to review	Person/Department Responsible
<ul style="list-style-type: none"> <li>• Review of Chief Medical Officer- policy report</li> </ul>	On 4 <sup>th</sup> Review of document	Health department- Brandy and Serena to review

<ul style="list-style-type: none"> <li>○ Including Vendor Policy review</li> </ul>		
<ul style="list-style-type: none"> <li>• Mental Health- flyer to community, re: stigma on getting tested</li> </ul>	Tuesday May 5 <sup>th</sup> , 2020	Mental Health Department- Stephanie Maclaurin
<ul style="list-style-type: none"> <li>• Training development <ul style="list-style-type: none"> <li>○ MOCK situations to prepare</li> </ul> </li> </ul>	Friday May 8 <sup>th</sup> , 2020	Nokiiwin- Jamie Scrimger, Ian Bannon, Brandy Morris
<ul style="list-style-type: none"> <li>• PPE Order with Global Hydration</li> <li>• Payment review for order</li> </ul>	To be reviewed Friday May 8 <sup>th</sup> , 2020	Nokiiwin- Jamie Scrimger FWFN Staff to review finance process to make payment
<ul style="list-style-type: none"> <li>• Funding for food distribution- review of draft proposal</li> </ul>	Completed	Luanne- Health manager preparing
<b>ACTION ITEMS – Items added Monday May 4<sup>th</sup></b>		
<ul style="list-style-type: none"> <li>• Letters to be sent to members homes- potential cases- 3 situation to follow up with</li> </ul>	As soon as possible	To be delivered by APS
<ul style="list-style-type: none"> <li>• Potential letter to be given to front line workers, when cases are present at workplace- letter recommendation to self isolate</li> </ul>	Tuesday May 5 <sup>th</sup> , 2020	Discussion by Emergency Response Group