

## Emergency Response Group Meeting Agenda & Notes



**Chair:** Michael D. Pelletier, CEO  
**Recorder:** Christina Thiessen  
**Location:** Zoom Call, May 22<sup>nd</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: Michael Pelletier Jr., Peter Collins, Angela Collins, Christina Thiessen, Amanda Collins, Karen Bannon, Esther Pervais, Ian Bannon, Lori Payne, Shannon Crews, Serena Maclaurin, Sheldon Bannon, Cheryl Szyja, Dan Gelmich, Jamie Scrimger, Myra Bannon, Brandy Morris, Dan Gelmich, Derek Johnson, Rob Pelletier, Michael Pelletier Sr., William Solomon

### **1. Opening Prayer-** Rob Pelletier

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

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

Frequency of meetings

### **3. Positive thought for the day-** Friday, enjoy your weekend

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

- Working with Lance from the health unit
  - Updated to case 81
- Neighbourhood Watch: no cases
- Mock situation- training has taken place, situation to go through security
  - Security meeting on Monday- can discuss there and can take place next week

### **5. Emergency Response**

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

- To have APS stopping in at checkpoints
- Business in community- need letter verification

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

- Food distribution
  - **On Reserve Elders (65+)**
    - Delivery for frozen items took place yesterday, next fresh delivery will be tomorrow
    - Request for 100 masks to include with distribution- to be dropped off by Jamie from Nokiiwin
  - **Off reserve**
    - Economic Development team meeting with Youth/Social Team- providing details on process for distribution
  - **Pickup System**
    - Rain date for those who haven't picked up- taking place now until 12
      - Will provide Mike Sr. # of remaining baskets.
    - Planning to include dairy products
    - Delivery of Frozen Potato "Hash Browns"- to be delivered to arena to keep cold
    - Delivery of Frozen Fries- also to be delivered to arena to keep cold

- Diabetic package being made up- able to include fruit

## 6. Health services update

- Update from FWFN dept-
  - Nurse able to put together PPE kit- has kits available for APS- to be picked up
  - Update from Chief Medical Officer- recommendation to wear masks when out in public
  - Linda Banning
- Mask Discussion-
  - ordering more masks to be made
  - Using sewing machines from OW and order material to sew masks

## 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

### B) Website/Newsletters- Notice to community

- Flyer delivery- printing today

## Additional Agenda Items:

**Information to community-** highlights of group activity- Memo from CEO updating information from Emergency Response Group

Frequency of Meetings- decision for meetings to take place Tuesday, Thursday, Friday

## Chief & Council

- Next meeting scheduled- Monday May 25<sup>th</sup>, 2020

## Action Items- Review previous weeks

Action Items- May 19 <sup>th</sup> 2020	Date to review	Person/Department Responsible
<ul style="list-style-type: none"> <li>COVID-19 Drive Through Testing- Newsletter to Community</li> </ul>	Awaiting information from health unit- then will send	Health Dept. – Serena Maclaurin
Action Items- May 20 <sup>th</sup> 2020	Date to review	Person/Department Responsible
<ul style="list-style-type: none"> <li>Social Gathering Info Flyer- APS to review Quarantine Act- social gatherings. Definitions, charges, orders, with examples for newsletter</li> </ul>	Completed- sent information to group.	APS- Derek Johnson
<ul style="list-style-type: none"> <li>Chief &amp; Council to decide off reserve- if another distribution</li> </ul>	Completed- decided on meat order to go out	CEO
<ul style="list-style-type: none"> <li>On reserve household distribution- Newsletter- those who missed- Pickup again Friday</li> </ul>	Completed- update next week	Luanne passing info. To Cheryl
<ul style="list-style-type: none"> <li>Back to work plan- committee input</li> </ul>	Meeting took place with Nokiiwin- ongoing review of guidelines	Michele (HR)
Action Items- May 21 <sup>st</sup> 2020	Date to review	Person/Department Responsible
<ul style="list-style-type: none"> <li>Newsletter to community members on testing date</li> </ul>	Completed	Food Distribution (Mike Sr, helping off reserve next week)

Action Items- May 22 <sup>nd</sup>	Date to review	Person/Department Responsible
<ul style="list-style-type: none"> <li>Mock Training- review when situation is to take place next week</li> </ul>	Tues. May 26, 2020	Surveillance working with Security Dept.