

**Emergency Response Group Meeting
Agenda & Notes**



Chair: Michael D. Pelletier, CEO
Recorder: Christina Thiessen
Location: Zoom Call, May 29th, 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.		
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 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 Je., Christina Thiessen, Luanne Maki, Stephanie Maclaurin, Derek Johnson, Michael Pelletier Sr., Jamie Scrimger, Myra Bannon, Lori Payne, Serena Maclaurin, Shannon Crews, Michele Blais

1. Opening Prayer- Stephanie Maclaurin

2. Additional Agenda Items

3. Positive Discussion-

Update Chief Collins- and CEO Michael Pelletier

4. Surveillance Activities Update- including tracking

- Working with Lance from the health unit
 - Updated to case #81
- Follow up- letter delivered to member by APS

5. Emergency Response

A) Security Checkpoint Update

- Moved Darryl Ave. checkpoint
- Discussion on article and how the checkpoints have been keeping the community safe. APTN news “officials say checkpoints kept Covid 19 numbers in first nations low encourage planning for 2nd wave”.

B) Food Distribution Program

- Food distribution
- Discussion on food donations. Working with Roots to Harvest, however confusion/misunderstanding with funding and which departments are to receive which items and for which program.
- Giving RFDA list of items. RFDA is receiving money donation
 - **On Reserve Elders (65+)**
 - Next delivery to take place next week
 - **Off reserve**
 - Meat delivery started yesterday to off reserve elders, will continue today
 - **Pickup System**
 - Preparing order for next week’s pickup date

5. Health services update

- Update from Nurse- Some individuals have been tested. Will be awaiting al results

- Update from FWFN- Have let security dept. know who will need access to the community. Employees of TBDHU and Paramedics.
 - Recommendation to have some FWFN staff on site to help as needed. Possibly using security
 - Request for tent, water, sanitizer, possibly extra masks. The health team is able to provide these items. Working with Agnes (Nurse)
 - Health team to provide signage. Enter here, exit here, Remain in Car

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- updating for flyer delivery. Ongoing will be done with two routes
 - Regular newsletter deadline moved to Thursday end of the Day (prepared Friday- Delivered Saturday)

Additional Agenda Items:

Chief & Council

- Next meeting scheduled- Monday June 1st, 2020

Action Items for today and weekly review below:

Action Items- May 29 th , 2020	Date to review	Person/Department Responsible
<ul style="list-style-type: none"> • Resources for Testing Site. (Security, Tent, Water, Sanitizer, etc.) 	As Soon As Possible	Security Dept. and Health Dept.

Action Items- May 26th, 2020	Date to review	Person/Department Responsible
<ul style="list-style-type: none"> Follow up with Surveillance email. (covering while on bereavement) 	Completed	CEO
<ul style="list-style-type: none"> Notice to community- Security checkpoints still in place- ongoing cases and rising 	Tues. June 2, 2020	Security Dept. Also add info. to next memo from CEO
<ul style="list-style-type: none"> Update Social Media page- posts with incorrect information 	Completed	CEO/Communications
<ul style="list-style-type: none"> Update Social Media page- food delivery program in one flyer 	Tues. June 2, 2020	CEO/Communications
<ul style="list-style-type: none"> Facebook Live- Message from the Chief 	Tues. June 2, 2020	CEO/Office of the Chief
Action Items- May 28th, 2020	Date to review	Person/Department Responsible
<ul style="list-style-type: none"> APS to issue letter- to member 	Completed	APS