

**Emergency Response Group Meeting
Agenda & Notes**



Chair: Michael D. Pelletier, CEO
Recorder:
Location: Zoom Call, July 14th, 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) Bylaw Enforcement Updates	a) Community Bylaw Enforcement Officers
6.	Health Services and Corpse Management Activities Update a) Health Services Update	a) Community Health Nurse, Community Health Representative
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.	Meeting 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: *attendees not noted.*

1. Opening Prayer- Mike Jr

2. Additional Agenda Items

-no additional agenda items.

3. Positive Story Discussion

- noted that economy is opening up this week, good sign for region on emergency response.

Update Chief Collins- and CEO Michael Pelletier

-no updates given.

4. Surveillance Activities Update- including tracking

- Working with Lance from the health unit
 - Updated to case # 92.
 - No other updates.

5. Emergency Response

A) Bylaw Enforcement Update

- The new bylaw enforcement officers are working on briefing note for Council on bylaw system and related recommendations on how to improve
- The current list of bylaw will be sent to Cheryl for the call centre references.

6. Health services update

- Update from Nurse and health team – drive through testing was completed on the weekend. They are waiting for results to come back.

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

- No Updates,

Additional Agenda Items:

Chief & Council

- Next meeting scheduled- Wednesday July 21st, 2020

9. Action Items – Review for past week and current

Action Items for Meeting	Date to review	Person/Department Responsible
<ul style="list-style-type: none">• The current list of bylaw will be sent to Cheryl for the call centre references.	End of Week	Ian