

**Emergency Response Group Meeting
Agenda & Notes**



Chair: Michael D. Pelletier, CEO
Recorder:
Location: Zoom Call, July 7th, 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: was not noted.

1. Opening Prayer- given by Karen Bannon.

2. Additional Agenda Items – RFDA Donations as stated by Chief Peter Collins; Bingo & Gaming.

3. Positive Story Discussion – positivity noted in Karen’s opening prayer.

Update Chief Collins- and CEO Michael Pelletier

RFDA donation. Discussion takes place if needed as distribution program has ended. Social services department will take donation for their monthly food hampers.

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

- Two new Community Bylaw Officers have been hired at the direction of Council for 3 month term. They will be focused on enforcing COVID bylaw but will be also reviewing bylaw system.
- Will need to add new bylaw officers to Emergency Response group email.

6. Health services update

- Update from Nurse- No updated.
- They are getting ready for drive through testing.
- New bylaw enforcement officers can attend and assist.
- Discussion around mandatory masks at hospital.
- Newsletter will be prepared and sent out about airborne illnesses and how it spreads and means.

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:

Bingo and Gaming:

- Cheryl would like feedback on possibility of completing drive in bingo.
 - They will have live feed, watch in vehicles.
 - Shortened program.
 - Temporary amendment to AGCO license will be needed.
 - No additional fees.
 - No canteen.
 - Restrictions for use of bathroom.
 - No touch for verification of bingos.
 - Only two people in car.
- Feedback: general consensus is to move ahead. Will use bylaw officers to assist with enforcement of safety precautions.

Chief & Council

- Next meeting scheduled- Wednesday July 14th, 2020

9. Action Items – Review for past week and current

Action Items- Week on June 8 th	Date to review	Person/Department Responsible
<ul style="list-style-type: none"> • Will need to add new bylaw officers to Emergency Response group email. 	End of week.	Mike Jr
<ul style="list-style-type: none"> • Newsletter will be prepared and sent out about airborne illnesses and how it spreads and means. 	End of week	Serena