

**Emergency Response Group Meeting  
Agenda & Notes**



**Chair:** Michael D. Pelletier, CEO  
**Recorder:** Christina Thiessen  
**Location:** Zoom Call, June 2<sup>nd</sup>, 2020  
**Time:** 9:30 a.m.

<b>Agenda Order</b>	<b>Agenda Topics</b>	<b>Person(s) Responsible</b>
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) 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

<b>Emergency Response Group:</b>	
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., Christina Thiessen, Luanne Maki, Stephanie Maclaurin, Michael Pelletier Sr., Jamie Scrimger, Myra Bannon, Serena Maclaurin, Shannon Crews, Brandy Morris, Karen Bannon, Cheryl Szyja, Agnes Rissanen, Amanda Collins, Dan Gelmich, Ian Bannon, Rob Pelletier, Sheldon Bannon, Stephanie Maclaurin

**1. Opening Prayer-** Michael Pelletier Jr.

**2. Additional Agenda Items**

**3. Positive Story Discussion-** Covid Testing Completed over weekend. Drive through went smoothly. Milestone having this type of testing done in community.

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

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

- Working with Lance from the health unit
  - Updated to case #82
- Letters Served to community members- Update from Mike- Letter served to member last week. Will be presenting another letter to a staff member
- Mock training- screening tools and screening protocol. Given out to security checkpoints. Those going through security check points
- Neighbourhood Water- Notice to community- continue using the system until further notice.
- Discussion on those attending Thunder Bay Regional Health Sciences Centre. Who will need to self isolate?
  - Those directed to self isolate by the hospital will do so, will continue to follow the protocol. Placing correct flags in home.
  - Discussion on if this should be a question asked through security
- Action Item: Hospital Process/Protocol- who is being told to self isolate. Agnes will follow up

**5. Emergency Response**

**A) Security Checkpoint Update**

- Operating status quo. Maintaining protocols
- Putting barriers back up if they had been taken down
- Discussion on essential deliveries past checkpoints
  - Food delivery
  - Building materials
  - Essential needs- Fridge/Stove
- Large number of masks being requested by security dept. - Discussion on having reusable masks made for security staff. Amanda can put in order with Bess.

**B) Food Distribution Program**

- Food distribution
- Myra organizing off reserve elders this week
- Notice to be included with basket and in newsletter
  - **On Reserve Elders (65+)**
    - Delivery happening this week
  - **Off reserve**
    - 65+ Age category
    - Using councillor volunteers and staff from Economic Development, Youth & Social, and Housing Dept.
  - **On reserve- Pickup System**
    - Pickup will be at the FWFN Arena- Breakfast Package

## 6. Health services update

- Update from Nurse- no update for today
- Update from FWFN- Drive through testing- able to run 146 tests
  - Discussion on next testing date. Follow up
  - Dr. had worked at regional May 26-30<sup>th</sup>. Hospital will be in contact with those.

## 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- regular printing on Friday
  - Next week- there will be a COVID flyer at beginning of week

## Additional Agenda Items:

### Chief & Council

- Next meeting scheduled- Wednesday June 10<sup>th</sup>, 2020

## 9. Action Items

Action Items- June 2nd, 2020	Date to review	Person/Department Responsible
<ul style="list-style-type: none"><li>Employees who are ill-calling in sick</li></ul>	Friday June 5 <sup>th</sup> , 2020	Nurse- Agnes Rissanen
<ul style="list-style-type: none"><li>Updated newsletter- ongoing flag system</li></ul>	Friday June 5 <sup>th</sup> , 2020	CEO- next flyer for COVID
<ul style="list-style-type: none"><li>Hospital guidelines- those needing to self isolate</li></ul>	Friday June 5 <sup>th</sup> , 2020	Nurse- Agnes Rissanen
<ul style="list-style-type: none"><li>Protocol- Deliveries past checkpoint</li></ul>	Thurs. June 4 <sup>th</sup> , 2020	HR- Michele Blais
<ul style="list-style-type: none"><li>Delivery drivers- extra driver needed for Fridays off reserve</li></ul>	Thurs June 4 <sup>th</sup> , 2020	Myra to coordinate with other departments. (Ec. Dev/Housing/Youth)