

**Emergency Response Group Meeting
Agenda & Notes**



Chair: Michael D. Pelletier, CEO
Recorder: Christina Thiessen
Location: Zoom Call, September 8th, 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	
4.	Surveillance Activities Update a) Surveillance Tracking System	a) Surveillance Coordinator
5.	Emergency Response and Public Health Measures Activities Update a) Bylaw Enforcement Update	a) Community Bylaw Enforcement Officer
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 Jr., Christina Thiessen, Karen Bannon, Rebecca Arthur, Amanda Collins, Cheryl Szyja, Esther Pervais, Jamie Scrimger, Lori Payne, Shannon Crews, Michael Pelletier, William Solomon

1. Opening Prayer- Michael Pelletier Jr

2. Additional Agenda Items- No additions

3. Positive Story Discussion

Update Chief Collins- and CEO Michael Pelletier

No Updates.

4. Surveillance Activities Update- including tracking

- Discussion on Neighbourhood Watch. Instead of having daily wellness checks
 - Notice to the community- Changes for on reserve
 - Some community members do not want to be checked on daily
 - Ongoing use of the COVID hotline

5. Emergency Response

A) Bylaw Enforcement Update

- Meeting with council took place to discuss bylaw . This program will be extending by two months.

6. Health services update

- Update from Nurse- no updates.
- Drive through testing taking place tomorrow
- Testing encouraged for staff
- Discussion on staff evaluation- what worked, what didn't work
- Health department- taking stock of supplies, being prepared
- CEO will work with HR on updating pandemic plan. Action Item created.

7. Vaccine & Antivirals Activities Update

- Discussion takes place on monitoring this area more closely and to start planning for it.

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 ongoing
- Community Memo to be prepared and sent out by CEO. Action Item created.

Additional Agenda Items:

Chief & Council

- Next meeting scheduled- Wednesday September 9th, 2020

9. Action Items

Action Items	Date to review	Person/Department Responsible
<ul style="list-style-type: none"> • General update to community 	Ongoing	CEO
<ul style="list-style-type: none"> • Pandemic Plan- reviewing last meetings comments • 	As soon as possible	HR dept. to review