

**Emergency Response Group Meeting
Agenda & Notes**

Chair: Michael Pelletier
Recorder: Christina Thiessen
Location: Zoom Call, January 19th, 2021
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 b) Security Checkpoint Update	a) Community Bylaw Enforcement Officer
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: Michael Pelletier, Peter Collins, Christina Thiessen, Cheryl Szyja, Stephanie Maclaurin, Wyatt Bannon, Rob Pelletier, Myra Bannon, Brandy Morris, Sheldon Bannon, Ian Bannon, Karen Bannon, Sabrina Maclaurin, Amanda Collins, Shannon Crews, Michele Blais, Agnes Rissanen, Esther Pervais, Jamie Scrimger (Nokiiwin), William Solomon,

1. Opening Prayer- Luanne Maki

2. Additional Agenda Items

3. Positive Story Discussion

4. Surveillance Activities Update- including tracking

- Valard Construction Situation- lapse on which of our FWFN members work on this job site
- Confidentiality policy being forwarded to legal
 - Valard currently in lock down
 - Mike Sr. & Pete giving updates and helping surveillance coordinators
 - Exposure was office workers potentially got from travelling from BC.
 - Action Item: Protocols to be developed on Jail. Off Reserve workplace- communications- Luanne
- No further positive cases on FWFN
- Pete gives update on vaccine
 - Committee is on doing matrix will be completed soon. That is for First Nation communities
 - First Nation communities should be vaccinated by April
 - Young people with disabilities and elders are priority
- Cheryl gives update on Jail communication- there will be a meeting. Renee Pervais has contacted Marie Maddock at correctional centre- Protocol to be drafted

5. Emergency Response

A) Bylaw Enforcement Update

- Security Checkpoint
 - Data collection going well
 - Approx. 950-1200 vehicles going through daily
- Bylaw enforcement
 - Following protocols, handing out trespassing letters to hikers and those trying to access the community without approval.
 - Discussion on curfew: no real curfew
 - Action Item: Luanne to prepare community notice about stay-at-home notice and potential trespass
 - Bylaw scheduled adjusted to allow coverage on the weekend

6. Health services update

- Update from FWFN Staff

- Follow up completed on sick employees at check point
- Identify team leads and plan
- Meeting held yesterday on vaccine rollout
 - Plan is in place when vaccine comes to community
 - Community Center will be used for distribution

7. Vaccine & Antivirals Activities Update

- Update: will need 2 more members on team
 - Cheryl and Wyatt volunteered and will be contacted
 - Campaign being prepared, youth team will be asked to assist with posters.

8. Communications Activities Update

a) Call Centre Update- Emergency Response Call Center

- Call center phone active Monday-Friday 9:00am-4:00pm
 - Phone prompts to call- On call phone (recording)
 - Call add to information for after hours and weekends
 - Working to add additional staff to help with COVID phone lines
- COVID-19 hotline
 - Remains open
 - Main office reception now setup to work from home

B) Website/Newsletters- Notice to community

- Flyer delivery- printing ongoing
- Also posting to social media and website regularly

C) Communication strategy

- Kristy/Luanne to meet after to discuss communications protocol

Additional Agenda Items:

Chief & Council

- Next meeting scheduled- Wednesday January 20th, 2021

9. Action Items; Review of last meeting action items, then new items below.

Action Items: Tuesday January 12 th	Date to review	Person/Department Responsible
<ul style="list-style-type: none"> ● Review all on reserve business COVID plans. If they don't have a 	By next meeting	Bylaw officers

plan, can inform the business of what is expected for COVID plans		
Action Items: Friday January 15^h	Date to review	Person/Department Responsible
<ul style="list-style-type: none"> Email to council, Re: pending security checkpoint requests. If possible, to temporary approve as pending until council can review and approve. 	As soon as possible	CEO
<ul style="list-style-type: none"> Creating section on FWFN Website for information on Vaccine. Also adding link to FB Anything regarding vaccine will be notified on FB and through website and newsletter. 	As soon as possible	CEO/Communications
Action Items: Tues. January 19th	Date to review	Person/Department Responsible
<ul style="list-style-type: none"> Protocols to be developed on Jail 	By next meeting	Cheryl to follow up with Renne
<ul style="list-style-type: none"> Community notice prepared about stay-at-home order and potential trespassers 	As soon as possible	Pandemic Coordinator- Luanne
<ul style="list-style-type: none"> Meeting to discuss communications protocol 	As soon as possible	Health Staff- Luanne & Communications