

**Emergency Response Group Meeting
Agenda & Notes**



Chair: Ian Bannon
Recorder: Christina Thiessen
Location: Zoom Call, January 8th, 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, Tanner Saarinen, Michael Pelletier Sr., Luanne Maki, Rebecca Arthur, Wyatt Bannon, Rob Pelletier, Myra Bannon, Brandy Morris, Sheldon Bannon, Ian Bannon, Karen Bannon, Sabrina Maclaurin, Jenny Charlie

1. Opening Prayer- Ian Bannon

2. Additional Agenda Items

- Covid business plans- Re: FWFN on reserve business
 - Stores and businesses each to have COVID protocols and plans
 - Can be sent to group for review
- Liabilities and restraints- of sightings in the community

3. Positive Story Discussion

- Students doing well online, and will be returning to class Monday

4. Surveillance Activities Update- including tracking

- No further positive cases on FWFN
- Potential cases all came back negative
- Communication lines- will now include all teams in email thread, including alternates
 - Will keep all information passed along to everyone at the same time
- Community member returning to community from BC with partner.
- Discussion on travellers in the community- would like to know where they are staying. Will have bylaw follow up
 - Procedure to be developed who is the contact
- Discussion on how to respond accordingly to each case. How to be confidential but also inform the group of the situations.
 - Can we ask for consent of potential cases, or let them know their information will be shared to the group.
- Surveillance Coordinator- discussion on transfer of duties back to original coordinator.
 - Would be able to provide more mental health services to the community with this change

5. Emergency Response

A) Bylaw Enforcement Update

- Security Checkpoint
 - If anyone is coming from out of province, we need to strongly recommend they self isolate for 2 weeks.
 - Discussion on if the check point should be moved by Bannon's and by Mountain Rd.
 - Phase 3 of pandemic plan will need to be changed due to seasonal situations.
- Bylaw enforcement

- Challenges with people getting through the community- walking in, and then getting picked up.
 - Discussion on asking if everyone in the vehicle is from the community
- Having bylaw officers sit at check point when they can
- Request to have FWFN officers present at the security check point
- Discussion on patrolling not available 24/7.
- No trespassing signs placed at entrances of community

6. Health services update

- Update from FWFN Staff
 - Vaccine discussion update
 - Identifying community members into different categories
 - Will have more info on those using methadone program next week. Will have dilico join the call to give more information.
 - Discussion on those who refuse or not able to take the vaccine
 - Ongoing reminders to the community to wash hands, social distance, stay home as much as possible.
 - .

7. Vaccine & Antivirals Activities Update

- FWFN team gave update in health services

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
- COVID-19 hotline
 - Remains open

B) Website/Newsletters- Notice to community

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

C) Communication strategy

- Protocols being developed and reviewed by pandemic coordinator

Additional Agenda Items:

Chief & Council

- Next meeting scheduled- Wednesday January 13th, 2021

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

Action Items: Tuesday December 15th	Date to review	Person/Department Responsible
<ul style="list-style-type: none"> • Notice to community- Re: security check point data collection- (Highlight this info) 	Next meeting	CEO
<ul style="list-style-type: none"> • Discussion with Chief & Council – review legal recommendations (trailer park and who is responsible) • Discussion with C&C on communication between TBDHU & FWFN (re: potential cases/contacting those who reside on FWN) - discussion on protocol development for communication between the organizations 	Next meeting	CEO
Action Items: Friday January 8th	Date to review	Person/Department Responsible
<ul style="list-style-type: none"> • None 		