

**Emergency Response Group Meeting
Agenda & Notes**

Chair: Michael Pelletier, CEO
Recorder: Christina Thiessen
Location: Zoom Call
Date: February 2, 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: Peter Collins, Karen Bannon, Christina Thiessen, Wyatt Bannon, Sheldon Bannon, Amanda Collins, Shannon Crews, Rebecca Arthur, Sabrina Maclaurin, Stephanie Maclaurin, Michele Blais, Michael Pelletier Sr., Agnes Rissanen, Myra Bannon, Rob Pelletier, Esther Pervais, Kristy Boucher, Renee Pervais, William Solomon

1. Opening Prayer- Michael Pelletier

2. Additional Agenda Items

- State of Emergency- when will FWFN declare.

3. Chief- discussion on State of Emergency and updates

- Update from council- not recommending to post the names.
- Discussion took place on how can we help those in high risk who would be need of shelter
 - Are more resources available
- State of Emergency Discussion for FWFN
 - When should it be called, possibly after the next set of results come in.
 - Will be reaching out to other community- who had called state of Emergency, what that means, are financial resources that come with declaring.
 - Most recommendations are to call state of emergency after next results are in, depending on results. But also, recommendation to have them re-tested in a couple days in case of a negative positive test.
 - Discussion on placement of check points
 - Should the check point be moved?
 - Should we be checking those who are coming in and leaving
 - This will be discussed further at C&C meeting.
 - If we are already doing as much as we can to prevent further spread
 - Discussion on bylaw for those not following the stay-at-home order
 - How to get community members to follow the rules
 - If a bylaw should be made, not to allow anyone into the community except residents
- Meeting took place with city officials
 - Discussion on vulnerable people, those seeking shelter, including our own vulnerable available
 - Some will be high-risk
 - Discussion on state of emergency for the City of Thunder Bay- when is that called, already a lot of risk in the city. The Shelter House potential for high risk situations

4. Surveillance Activities Update- including tracking

Updates on each potential situation

- Testing took place for the high-risk cases in the community.

- Communication to the community- How testing works. Will need to isolate until results are in.
- Drive through testing- can it be provided to all the community. Would like to offer to community to easy minds. Not necessarily high risk, just concerned.
- One member is in town, otherwise following up- waiting for test results back
- Awaiting further test results for the next level of risk
- Working on policy binder for review
- Given supports to elderly member- including medication
- Having addictions team working with those in high-risk group who need services
- One situation, member is not staying home.
- Provide list of services in each category:
 - Self monitoring
 - High Risk
 - Quarantine/Isolation
 - Will be including medication, supplies
- Meeting scheduled today with corrections facility- looking for answers on protocols
- Meeting to take place with City of Thunder Bay officials- had been rescheduled
 - How is the city enforcing those being let out, working together to come up with a plan.
- Discussion on jail inmates- not having to be tested, not having to isolate

5. Emergency Response

A) Bylaw Enforcement Update

- Security Checkpoint
 - No new update for today
- Bylaw enforcement
 - Discussion on more bylaws or adding to them
 - Let member know of need to follow stay-at-home order. Let them know fines will be laid.
 - Discussion on the bylaws- if we add more, how can they be enforced
 - Will bring to council for further recommendations and direction

6. Health services update

- Update from FWFN Staff
 - Meeting with Dilico planned for next week

7. Vaccine & Antivirals Activities Update

- No update for today

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)
- 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
- Live stream to community
 - Protocols
 - Stay-at-home orders
 - Vaccine update

C) Communication strategy

- Document sent for review
- Recommendation for Facebook Live updates- biweekly

Additional Agenda Items:

Chief & Council

- Next meeting scheduled- Wednesday February 3rd, 2021

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

Action Items: Friday January 22nd	Date to review	Person/Department Responsible
<ul style="list-style-type: none"> • Valard protocols (east west tie project) 	By next meeting	Brandy- Surveillance Coordinator
<ul style="list-style-type: none"> • Travel and self isolation policy- to add to COVID-19 response plan- sub committee 	Ongoing	Pandemic Coordinator- Luanne – working with new sub committee
Action Items: Tuesday January 26th	Date to review	Person/Department Responsible
<ul style="list-style-type: none"> • Membership clerk to review the council approved list- will review stay-at- home order. Will be revoking some letters 	As soon as possible	CEO & Membership Department

<ul style="list-style-type: none"> • Notice at check point to public- Letting them know they are being recorded- Waiting for quote back. 	Pending	Bylaw officer
Action Items: Friday January 29, 2021	Date to review	Person/Department Responsible
<ul style="list-style-type: none"> • Question on training taking place at CNRA- reviewing plan/details to ensure following COVID-19 safety rules 	Review next week	Property & Lands Manager
Action Items: Tuesday February 2, 2021	Date to review	Person/Department Responsible
<ul style="list-style-type: none"> • Recommendations to Chief & Council- to be discussed at next C&C Meeting 	To be reviewed	CEO
<ul style="list-style-type: none"> • Copy of each department's procedures and which services are offered 	Ongoing	All- send to Surveillance team