

Emergency Response Group Meeting Agenda & Notes

Chair: Michael Pelletier
Recorder: Christina Thiessen
Location: Zoom Call, January 26th, 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, Wyatt Bannon, Brandy Morris, Sheldon Bannon, Karen Bannon, Amanda Collins, Shannon Crews, Esther Pervais, Jamie Scrimger (Nokiiwin), Rebecca Arthur, Sabrina Maclaurin, Stephanie Maclaurin, Luann Maki, Angela Collins, Ian Bannon, Michele Blais, Michael Pelletier Sr., William Solomon

1. Opening Prayer- Michael Pelletier

2. Additional Agenda Items

- Inmate release
- Allowing sick members to pass check point for COVID-19 testing
- Staff travel policy
- Communication among team

3. Positive Story Discussion

4. Surveillance Activities Update- including tracking

Updates on each potential situation

- Jail Situation
 - Currently 2 members- Case # 4 & 5- known to have used the check point. Further information to come on release dates. Both initiated with letter process.
 - After the meeting with the jail- unsure if jail followed protocols exactly
 - Further updates to come
 - Jail had told FWFN- releases would be on a tier system into a hotel, etc.
 - Would like to be notified by the jail of any FWFN members with upcoming release dates
 - Should have been placed in isolation for 14 days and cleared with negative test
 - Security to be made aware. Living off reserve
 - One member is residing in City of Tbay. Currently not self isolating. If they had been released prior to 14 days would not need to isolate. Can find out if he has any symptoms
 - One member is of concern- currently isolating in home with elderly grandmother.
 - Was unsure if near any potential risks
 - Letter to letter to recommend for member to isolate in hotel with supports by FWFN. Or have whole household isolate
 - Had not been COVID-19 tested- Recommendation to book a COVID-19 test
 - Contact tracing team will then find out who else has been in the home or in contact with member
 - If we need APS to follow up
 - FWFN Health team has been following up
 - Discussion on plan for when we recommend isolation- will hotel be provided. Or possibly another home location. Will need to consider if

this is more risk. How can they be fully supported? Will need food and shelter.

- Identified- through family member, one through social media post
 - No current process of bring notified by the jail- this will be to come
 - Adjust the protocols- not to infringe on rights of community members
- Discussion on if part of jail release can be to isolate for 14 days- and how would that be enforced
- Luanne and Brandy to be invited to meeting with jail
- Awaiting meeting with superintendent
- Valard Construction Situation
 - Following up on that
 - Case # 6- request by member to return to community- his test came back negative
 - Discussion if he should stay in isolation for 14 days, give information on stay-at-home order
 - Decision made for recommendation for all to isolate for 14 days
 - Waiting for COVID-19 plans from the company
- Members travelling
 - Following up on that
- Kingsway cases
 - Following up on
 - Education department have been communicating with school board
 - Keeping eye on children attending the school
- Others are self isolating and following FWFN COVID-19 safety protocols
- Discussion on if someone has a negative test, they need to continue to isolate for 14 days.
 - We can continue to recommend to follow the protocol
- Tracking discussion- asking those who are identified to start writing down where they have been. Would be initiated under initial surveillance.
- Discussion on how are other first nations having complete lock downs
 - Will need to strengthen bylaws.
 - Will need isolation support
 - What protocols can we do safely
- FWFN Stores
 - Safety protocol
 - Needs to have something to identify use of services
 - Need a way to contact trace
 - Need to know who is in their stores each day
 - Ministry of Ontario guidelines need to be followed
 - Each business needs to have a safety protocol plan- or they can be charged
- Reminders to community- confirm lock down and stay-at-home orders. Confirming some details
- Isolation policy
 - If isolation cannot be completed at home-if there is not another bathroom, can see about another accommodations. But a hotel would be the other option
 - If there is an exposure risk because of an outbreak, or if a hotel is hosting high risk situations, the risk assessment needs to be done
 - Those in corrections,
 - Those who are choosing to travel need to make accommodations to self isolate
 - Determining who will be eligible for hotel- with high and low risk situations.

- Committee to be developed to discuss each situation
 - Pandemic Policy Regulation Committee
 - Luanne Maki, Brandy Morris, Wyatt Bannon, Sabrina Maclaurin, Sheldon Bannon and Jenny Charlie, Cheryl Szyja
 - To meet every second day to discuss and review some policy
 - Monday (PM)- and WED (PM)- 1:30 p.m.
 - Regulations that can be enforceable- and part of the pandemic plan
- Confidentiality policy has been sent to legal for review
- Emergency Line of Response
 - Once call comes in for potential case
 - surveillance team
 - then to contact tracing team
 - then to isolation support team
 - identifying who is following up with each person
 - If needed contacts made for emergency supplies- medication kits- emergency food kit- cleaning supplies- withdraw kits-

5. Emergency Response

A) Bylaw Enforcement Update

- Security Checkpoint
 - Group discussion- have seen people bypassing the check points
 - Notifying APS of members not following the stay-at-home order
 - Some confusion for staff as to who is allowed in. If you reside on FWFN you are allowed through without letter. If you are a non-member or non-resident you need a letter approved by Chief & Council
 - Someone had booked a COVID-19 test on FWFN-
 - Discussion on situation
 - Dilico can provide list of who has medical appointments
 - Would not like to offer testing services for those who need to return to work COVID-19 testing
 - Membership to review approved situations. Reviewing the stay-at-home order, if any requests don't make sense, approval can be removed.
 - Question if sign is posted letting people know they are being recorded. Having a sign, letting people know they will be asked questions.
 - Will add signage
- Bylaw enforcement
 - Reviewing security footage- Seen individual who was supposed to be isolating- leave home
 - Only allowed to leave for medical emergencies or COVID-19 testing
 - By law to meet with APS to review and contact member for reminder

6. Health services update

- Update from FWFN Staff

- Follow up on anyone who has identified as potential exposure
- Maderna info can be posted to FWFN Website
- Hotel availability at Victoria Inn on 3rd floor- not given keys- as will need to isolate in the room.
 - Will need to calculate budget for hotel stay

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

- All information needs to be sent to Luann First
- Please try to respond to emails only when necessary

Additional Agenda Items:

Staff Travel Policy

- Please review by next meeting- If anyone has feedback please respond

Chief has invited everyone to addictions webinar- Would like staff to participate if available

Chief & Council

- Next meeting scheduled- Wednesday February 3rd, 2021

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

Action Items: Tuesday January 12th	Date to review	Person/Department Responsible
<ul style="list-style-type: none"> Review all on reserve COVID plans. If they don't have a plan, can inform the business of what is expected for COVID plans 	By next meeting	Bylaw officers
Action Items: Friday January 22nd	Date to review	Person/Department Responsible
<ul style="list-style-type: none"> Valard protocols (east west tie project) and Jail protocols- will be FWD to 	By next meeting	Brandy- Surveillance Coordinator
<ul style="list-style-type: none"> Jail Protocols- awaiting meeting 		
<ul style="list-style-type: none"> Travel and self isolation policy- to add to COVID-19 response plan- sub committee 	As soon as possible	Pandemic Coordinator- Luanne – working with new sub committee
<ul style="list-style-type: none"> Talk to Dilico doctors about reporting appointment protocols and giving information to check point staff- will provide Dilico a contact number for security check points, include an email address. WyattBannon@fwfn.com 	As soon as possible	Director of Health- Karen Bannon
Action Items: Tuesday January 26th	Date to review	Person/Department Responsible
<ul style="list-style-type: none"> Create new sub committee to meet Mondays and Wednesdays for 1:30 Will be reviewing protocols 	By next meeting	CEO/Executive Assistant to send out calendar invite
<ul style="list-style-type: none"> Draft letter for council approval to request protocols for all on reserve businesses 	Done as letters are completed	CEO
<ul style="list-style-type: none"> Find information on release of member- more information on date of release, when he came 	As soon as possible	Surveillance coordinators- Brandy and Stephanie

through check point. If he has completed isolation period		
<ul style="list-style-type: none"> Letter to be drafter for other released member- will go to whole household- recommendation for all to self isolate and for member to be tested. FWFN Pandemic team to follow up with contact tracing and support for household 	As soon as possible	CEO, Bylaw (deliver letter), and then Pandemic Coordinator will do follow up for tracing and support
<ul style="list-style-type: none"> Valard employee situation- follow up with recommendation to self isolate for full 14 days 	As soon as possible	Surveillance coordinators- Brandy and Stephanie
<ul style="list-style-type: none"> Valard COVID-19 plan to be reviewed by ERG. 	As soon as possible	Mike Sr.
<ul style="list-style-type: none"> Supervisor protocol and staff- review if needs to be updated 	As soon as possible	CEO and Human Resources
<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 	As soon as possible	Bylaw officer
<ul style="list-style-type: none"> Live stream to take place giving updates to the community 	Tentative to take place this week	Communications to prepare notice