

WAHNAPITAE FIRST NATION EMERGENCY RESPONSE PLAN 2020

BCM WFN 20/21-06-83



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Definitions

Citizen Inquiry Coordinator: individual assigned to answer questions

Community Control Group (CCG): The group of officials who are responsible for providing essential services necessary to minimize the effects of an emergency to Wahnapiatae First Nation (Chief, Executive Director, Lands Director, Emergency Response Coordinator and Fire Chief)

Emergency Operations Center (EOC): Location of operations during the emergency. Primary Location: Wahnapiatae First Nation Band Office. Secondary Location: Wahnapiatae First Nation Fire Hall. Third Location: Off reserve location (Sudbury location Arena or Hotel)

Emergency Response Coordinator: The individual, who maintains the community Emergency Response Plan, notifies the CCG of an emergency, and who monitors any potential or real emergency.

Emergency Site Manager (ESM): The appointed individual who is responsible for directing all activities at the emergency site.

1.0 Introduction, Authority, Request for Assistance and Aim

1.1 Introduction

Potential disasters and sometime fatal situations or threats could affect our daily lives and routines. Natural and manmade emergencies can strike anywhere at any time and can take many forms. Natural disasters can be recognized as fires or flooding, and manmade disasters could also be recognized as air crashes or chemical spills. No matter what form these disasters take; there is the ever-present danger and possibility of having peoples' lives at stake if preventative measures are not taken properly.

This plan reviews the many possible situations that may occur in this community along with reviewing possible remedial actions that will need to be taken. It is important to remember as well that these actions are not meant to interfere with the normal day to day functions of the police or fire department. The actions presented in this plan are to be followed in the event of serious threats to the well being of Wahnapiatae First Nation members, community members or property.

The purpose of this plan is to assign responsibilities and to guide the immediate actions of appointed individuals in the first few critical hours after the onset of an emergency. It is essential that all those persons know what their duties might be and know who else to contact for other aspects of coping with the emergency.

1.2 Authority

"The Emergency Plans Act, 1983" is the legal authority for this plan. It states that the "Chief" may declare that an emergency exists in the community or in any party thereof (ie. Outside organization such as MNRF) and may take such action and may make such orders as he/she considers necessary and are not contrary to law to implement the emergency plan of the community and protect property and the health, safety and welfare of the inhabitants of the emergency area."

The Chief and Council of the Wahnapiatae First Nation in accordance with the Band Council motion authorize the plan # 20/21-06-83.

1.3 Request for Assistance

Normally responsibility for emergency responses in First Nation communities are directed to the Federal Government. Assistance may be requested from the Province of Ontario anytime. Requests can be done by contacting the local office of the appropriate Ministries. Refer to Annex B.

In the event of an emergency, Emergency Measures Ontario (EMO) will assist the community in any way it can. For example; it can coordinate assistance from a number of other provincial agencies and the federal government. Emergency Measures Ontario is also prepared to provide advice and assistance.

1.4 Purpose

The purpose of this plan is to make provision for all the extraordinary arrangements and measures that may have to be taken to protect health, safety, and welfare of the inhabitants of the Wahnapiatae First Nation when faced with an emergency.

1.5 Hazard Analysis

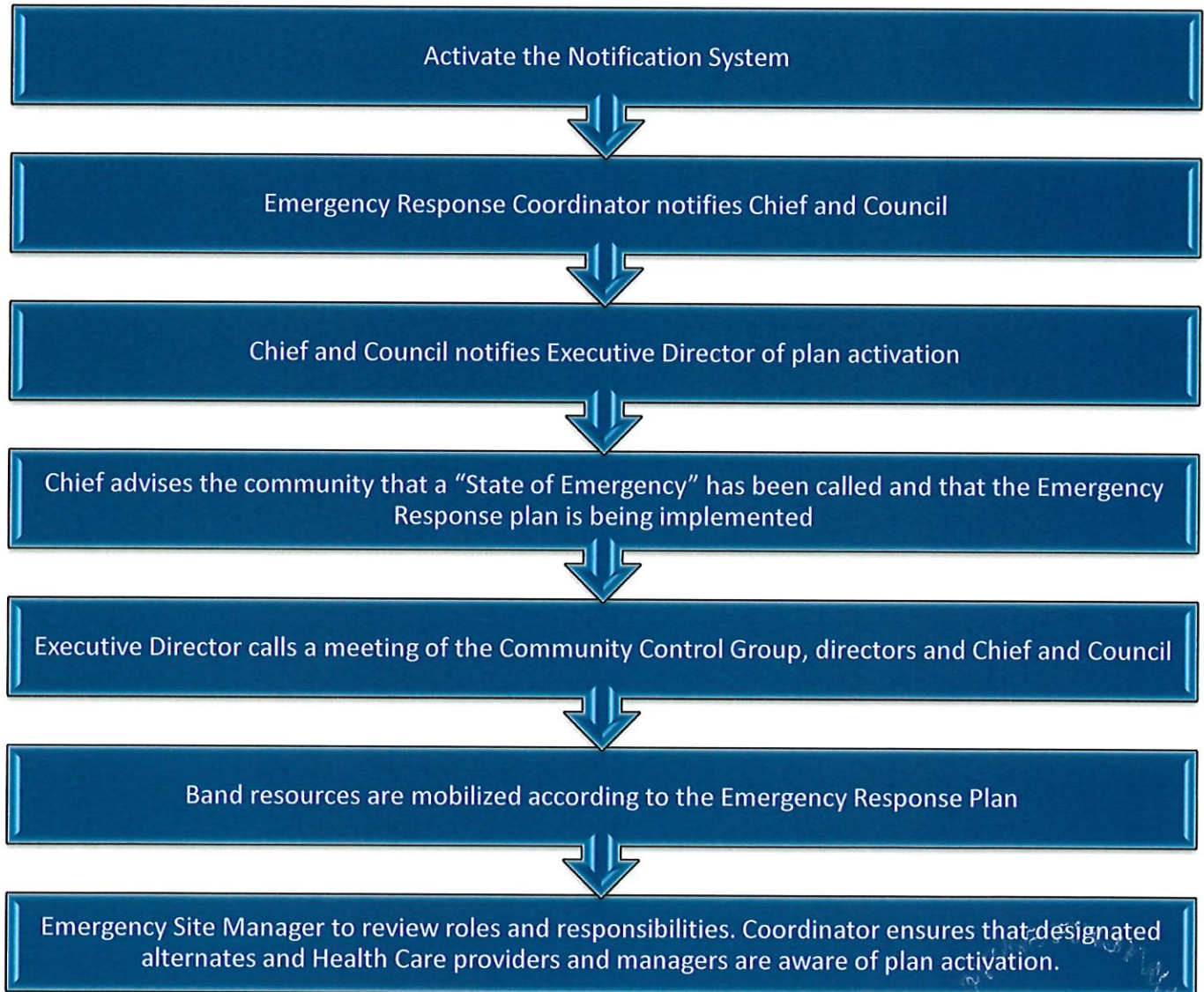
There are many human cause natural disasters that may arise from today's lifestyle or automated, technological and explorative society. Within the Wahnapiatae First Nation's boundary and the lands surrounding its territory there are possible emergencies that may arise. These factors are part of the reasoning for this emergency plan and its implementations and they will be dealt with by utilizing the procedures described within.

1.6 Natural Emergencies

- Flooding-* Lake Wahnapiatae (Lake Wanapitei) water levels are currently controlled by Ontario Power Generation. There are mountainous regions surrounding the reserve that pose a threat to increased runoff during the spring months.
- Forest Fires-* The First Nation is surrounded by thick, dense bush and can be extremely dry during the spring and summer months, which is also threatened by technical exploratory operations of mining and logging industries operating within the surrounding territory.
- Winter Storm-* There are strong winds that could pose an increased risk/threat to the First Nation. In the winter months, Blizzards/Storms or even damaging hailstorms could occur causing extreme damage and emergency evacuation to be put into operation.
- Manmade-* There is a possibility of transportation accidents with hazardous materials by Air, Road or Train. The Sudbury Airport is located to the south of the First Nation, which poses a threat to possible airplane crashes within the area. Train tracks/ routes are located near the reserve and the nearby town of Capreol. The presence of these offer increased risk toward the occurrences of toxic spills and train car derailments containing such materials. The First Nation could be affected by these disasters.
- Electrical Blackness-* Power Blackouts occur occasionally. The community does not have an alternative source of power, however the Centre of Excellence has a Generator Source and Band Owned homes have GenerX Systems installed. This threat is not as extreme a concern as other manmade disasters would be however lengthy power could result in a more serious concern.
- Pandemic-* In the event that a Pandemic Emergency is declared please revert to the Wahnapiatae First Nation Pandemic Plan (*attached at back*)

Part II

2.0 Notification System, Declaration, Emergency Operations Center



2.1 Notification System

Upon receipt of real or potential emergency, any member of the Community Control Group may activate the notification system. The procedure in this community will be for the first person aware of a real or potential emergency to notify the Emergency Response Coordinator. The Emergency Response Coordinator will then call all members of the Community Control Group (CCG, found in Appendix "A")

Upon being notified, it is the responsibility of all CCG members to notify their staff and the volunteer organizations respectively and assemble at the location of emergency operations.

Where a threat of an impending emergency exists, the CCG will be notified and placed on STANDBY.

2.2 Action Prior to Declaration

When an emergency exists but has not yet been declared, community members may take such actions under this plan as required to help protect lives and property.

2.3 Declaration of and Emergency

The Chief or Acting Chief of the Wahnapiatae First Nation is responsible for declaring that an emergency exists. This decision is usually made in consultation with other members of the CCG.

Upon such declaration the Chief will notify:

- A) The Solicitor General of Ontario, through Emergency Planning Ontario at (416)-314-3723 during work hours. At night or on weekends Emergency Planning Ontario can be reached through the local Ontario Provincial Police Office (O.P.P.) at 1-800-461-6777 or the Duty Officer at O.P.P. General Head Quarters in Toronto at (416)325-1090.
- B) The Band Council (Refer to Annex A)
- C) The Community
- D) Indian and Northern Affairs Canada as required (refer to Annex B)
- E) Neighbouring community officials as required (refer to Annex B)
- F) Ministry of Natural Resources as required (refer to Annex B)
- G) The Media as appropriate (Refer to Annex B)

An emergency may be declared or terminated at any time by:

- A) The Chief or Acting Chief
- B) Band Council
- C) The Premier of Ontario

Upon termination of an emergency the Chief will notify the same organizations, neighbouring communities and members that were notified in the initial declaration of an emergency situation.

Part III

3.0 Community Control Group Responsibilities

3.1 Emergency Operations Center (EOC)

The CCG will report to the Emergency operations Center located at the Wahnapiatae First Nation's Band Office. In the event this EOC cannot be used, then the secondary location will be the Fire Hall.

3.2 Community Control Group (CCG)

The emergency response will be directed and controlled by the Chief and the other officials who are responsible for providing the essential services necessary to minimize the effects of an emergency of this community. The group is known as the Community Control Group (CCG) which is comprised of:

- A) Chief or Acting Chief
- B) Executive Director, or Alternate
- C) Lands Director, or Alternate
- D) Emergency Response Coordinator, or Alternate
- E) Emergency Site Manager/Fire Chief, or Alternate

Additional personnel called or added to the CCG may include:

- A) A representative(s) from the receiving community in the event of an evacuation, i.e. Capreol or City of Greater Sudbury
- B) A representative(s) of Emergency Planning Ontario
- C) An Ontario Provincial Police representative, or Anishinabek Police Services representative
- D) A representative of the Ministry of Natural Resources and Forestry (MNRF)
- D) Public utilities i.e. Hydro, Telephone, etc.
- E) Any other officials, professionals or representatives indicated as necessary by the CCG.

It may be necessary to call in outside experts as the situation allows. However, the Community Control Group may only need to function with a small number of persons depending upon the emergency. While the CCG may not require the assistance of all the people listed as members of the control group, all CCG members must be notified.

When an emergency involves evacuation from Wahnapiatae First Nation community to another community, a representative(s) from a neighbouring community, should attend the CCG meetings.

When an emergency involves evacuation from Wahnapiatae First Nation to a local district location, the local MP's will be asked to attend the CCG Meetings.

3.3 Business Cycle

Members of the CCG will gather on a regular basis to inform each other of the actions being taken and any problems occurring. The Chief or Acting Chief will establish the frequency of meetings and agenda

items. Meetings will be kept brief, allowing members to carry out their individual responsibilities. Maps and status boards will be clearly displayed and kept up to date by the Executive Director or Alternate.

3.4 Group Responsibilities

The following actions and decisions, which the members of the CCG are to be collectively responsible for are:

- A) Calling out and mobilizing their emergency service, agency and equipment
- B) Coordinating and directing their emergency service and ensuring that any actions necessary to lessen the effects of emergency are taken, providing they are not illegal
- C) Determining if the location and composition of the CCG is appropriate
- D) Advising the Chief whether a declaration of an emergency is necessary
- E) Designating an area in the community as an “emergency area”
- F) Ensuring that an Emergency Site Manager (ESM) is appointed
- G) Ordering, coordinating, and managing the evacuation of inhabitants considered being in danger
- H) Arranging for services and equipment from agencies not under community control, i.e. from Capreol, any private contractors, service clubs, etc.
- I) Requesting assistance from/or liaison with neighbouring communities, all levels of government and other public/private agencies not under community control, when needed
- J) Determining if additional volunteers are required or if appeals for more voluntary help is needed
- K) Determining if additional transportation is required in the evacuation/transport process of people/supplies
- L) Ensuring that important information concerning the emergency is promptly brought to the attention of the Emergency Response Coordinator as far clarified knowledgeable presentations to media and public.
- M) Determining the need to establish advisory group(s) and/or sub-committees
- N) Authorizing the expenditure of money required to deal with the emergency
- O) Notifying the service agency or group under the direction of the termination of the emergency
- P) Maintaining records outlining decisions made and actions taken and then submit a summary of this to the Executive Director within one week of the termination of the emergency.
- Q) The CCG will participate in a debriefing following the termination of the emergency declared

3.5 Individual Responsibilities

Staff Coordinators	Primary Role	Contact Email
Larry Roque	Chief	larry.roque@wahnapiataefn.com
Julie Fontaine	Executive Director/Emergency Response Coordinator	julie.fontaine@wahnapiataefn.com
Vince Roque	Asset and Procurement Manager	vince.roque@wahnapiataefn.com
Samantha Corbiere	Executive Assistant	sam.corbiere@wahnapiataefn.com
Tom Recollet	Emergency Site Manager/Fire Chief	tom.recollet@wahnapiataefn.com

3.5.1 Chief or Acting Chief

The Chief or Acting Chief is responsible for:

- A) Ensuring a designate is appointed
- B) Ensuring the CCG is notified
- C) Directing and controlling emergency operations
- D) Declaring the emergency to exist
- E) Declaring the emergency has been terminated
- F) Notifying the Solicitor General of Ontario of the declaration of the emergency and termination of the emergency by contacting Emergency Planning Ontario. (refer to Annex B)
- G) Chairing meetings of the CCG
- H) Ensuring the members of Council are advised of the declaration of the emergency situation and are kept informed
- I) Request or approve mutual aid assistance from other First Nation communities, municipal, provincial and federal government agencies

3.5.2 Executive Director

The Executive Director is responsible for:

- A) Ensuring the CCG is notified
- B) Coordinating all operations within the Emergency Operations Center including the scheduling of regular meetings
- C) Support the Chief on policies and procedures as appropriate and media releases approved by the Council.
- D) Ensuring that a telecommunications link is established between the CCG and the Emergency Site Manager.
- E) Calling out additional staff to provide assistance as required.

3.5.3 Asset and Procurement Manager

Asset and Procurement Manager is responsible for:

- A) Ensuring the CCG is notified
- B) Provide the CCG with information and advice on industrial operations
- C) Liaison with senior public works officer from the neighbourhood communities to ensure a coordinated response
- D) Provide assistance with industrial concerns
- E) The construction, maintenance, and repair of community roads
- F) To provide emergency potable water, supplies and sanitation facilities to the requirements of the Health Director.
- G) Discontinue any public works services or utility and restore these services when appropriate
- H) Liaison with the public utilities to disconnect any service representing a hazard and arranging for the provision of alternate services or functions with the support of the Housing Coordinator
- I) Provide public works vehicles and equipment as required by any other emergency services

- J) Maintain liaison with the appropriate natural emergency organization to plan and prepare the preventative action (ie. Ontario Power Generation (OPG) for flooding)

3.5.4 Emergency Response Coordinator

The Emergency Response Coordinator is responsible for:

- A) Notify the CCG of an emergency
- B) Prior to the emergency coordinate and maintain the community emergency response plan, including the resource directory
- C) Monitor and pass on information regarding real or potential emergencies
- D) Liaise with other provincial ministries and agencies to obtain up-to-date information on the emergency situation
- E) Recommend to Chief and Council and the CCG as to how the Wahnapiitae First Nation should respond to the emergency as appropriate

3.5.5 Emergency Site Manager (ESM)/Fire Chief (FC)

The Emergency Site Manager (ESM) is responsible for:

- A) Directing all activities at the emergency site and does not take on any other duties at this time
- B) Isolating the site by creating an inner and outer perimeter. Access to the inner perimeter will be limited to those handling the emergency itself i.e. emergency service employees. The outer perimeter will allow access to those performing certain functions for the emergency i.e. emergency equipment and vehicles, medical treatment areas, rest areas for emergency workers, media communication equipment etc.
- C) Assisting with the search and rescue of any survivors and/or casualties in the area
- D) Making a full scope assessment of the damage encountered by the community
- E) Assess in any secondary threats i.e. toxic spills, gas leaks, etc.
- F) Pass all information obtained from observations and assessments to the CCG and return to the site and liaise with all emergency agencies involved with any further directions from the CCG
- G) Make a sound judgement toward dealing with the emergency itself. Decide what must be done in regard to solving the emergency problem or let the emergency run its course by only taking action to save land and preserve life. The chosen priorities are to be defined and brought to the attention of the emergency agencies involved
- H) Request any additional assistance and resources required while maintain a reserve in order to handle any unexpected occurrences during the emergency situation
- I) Learn about what is available for extra resources from any outside township and agencies
- J) Arrange shifts for workers and ensure that there are rest periods strictly enforced for a lengthy emergency. This will include the ESM themselves
- K) Organize the supplies, moving, and provisional supports of fuel, food, sanitation etc.
- L) Organize a physical layout of the site i.e. triage areas, treatment areas, rest area, information center, temporary morgue, designated access routes, staging area, portable toilets, parking, property recovery center, feeding areas etc.

- M) Establish a meeting and briefing cycle where all agencies involved with the emergency site can meet to exchange ideas and information make decisions and also to ensure all information is passed onto others involved i.e. Executive Director, Emergency Response Coordinator, Citizen Inquiry Coordinator, all CCG members etc.

Part IV

4.0 Emergency Support and Advisory Roles

The following roles may be required to provide support, logistics and advice to the CCG:

Staff Coordinators	Primary Role	Contact Email
Samantha Corbiere	Recording Secretary	sam.corbiere@wahnapietfn.com
Patrick Nadjiwan	Legal Advisor	patrick@nadjiwanlaw.ca
Ed Tyson	Treasurer	finance@wahnapietfn.com
Leila Roque	Transportation Coordinator	leila.roque@wahnapietfn.com
Nick Stewart	Communication Coordinator	nick.stewart@wahnapietfn.com

- 4.1 Recording Secretary
- 4.2 Legal Advisor
- 4.3 Treasurer
- 4.4 Transportation coordinator
- 4.5 Telecommunications coordinator

Individual Responsibilities

4.1 Recording Secretary

The Recording Secretary is responsible for:

- A) Maintaining a record of all decisions made and all issues discussed at the CCG meetings
- B) Maintaining the information displayed on the boards in the EOC

4.2 Legal Advisor

The Legal Advisor is responsible for the following:

- A) To provide advice to any member of the Community Control Group on any legal matters as they apply to the community actions in response to the emergency at hand, as requested by CCG members

4.3 Treasurer

The Treasurer's responsibilities include:

- A) The provision of financial information and advice relating to the emergency
- B) Liaison with Indian and Northern Affairs Canada on financial matters.
- C) Liaison with the Finance Officer of the neighbouring communities, if necessary
- D) Ensure that records of expenses incurred are maintained for future claim purposes
- E) Ensure prompt payment and settlement of all legitimate invoices and claims incurred during the emergency
- F) Provide and secure equipment and supplies not owned by the community
- G) Maintain and update a list of any vendors who may be required to provide supplies and equipment

4.4 Transportation Coordinator

The Transportation Coordinator will be responsible for:

- A) Organizing the acquisition, distribution, and scheduling of many modes of transportation throughout the emergency i.e. school buses, boats, trucks, ATVs and aircraft
- B) Designating the individuals to assist if required
- C) The maintenance of a record of drivers and operators involved in the transportation process
- D) Keep a list of all transportation resources available to the community that could be used in an emergency

4.5 Communication Coordinator

Responsibilities of the Communications Coordinator are:

- A) To initiate action in the assurance that the phone system at the EOC is functioning as effectively as possible
- B) Maintaining the emergency communications center with proper equipment and staff and work out any problems that arise
- C) Keep an inventory of community communications equipment and facilities which could be used to update or increase the effectiveness of the existing system
- D) Make arrangements to acquire additional communications resources during an emergency

Part V

5.0 Other Agencies and Services

5.1 Emergency Measures Ontario (EMO)

When an emergency occurs, EMO will assist in any way it can including the dispatching of a provincial liaison team to the community to provide the advice and assistance and to coordinate assistance from other provincial and federal agencies as required EMO maintains a 24-hour duty roster and can be reached at (416)-314-3723 during business hours. After hours a duty officer can be reached through the Ontario Provincial Police duty at 1-800-461-6777 or through the Orillia O.P.P. detachment (705)-329-7517.

Part VI

6.0 Plan Maintenance and Revision, Testing and Internal Procedures

6.1 Plan Maintenance and Revision

The emergency Response Coordinator will ensure that this plan will be reviewed annually and where necessary revise it by meeting with the CCG.

Each time this plan is revised it must be forwarded to the Chief and Council for approval. However, revisions to the annexes and minor administrative adjustments can be made without resubmitting the plan to Chief and Council every time.

It is the responsibility of each person, agency, service or department named within the emergency plan to notify the Executive Director at once of any revisions to the annexes or administrative changes.

6.2 Testing of Plan

Prior to any emergency EMO will assist communities in developing and testing community emergency plans.

An annual exercise will be conducted in order to test the overall effectiveness of this emergency plan and provide training to the CCG if and when this plan is implemented within the Wahnapiatae First Nation. Any revisions will be recommended following such test exercises. The notification system will be tested at planned intervals throughout the year.

6.3 Internal Procedures


Each service involved with this emergency plan will prepare functional procedures and guidelines outlining how it will fulfill its responsibilities during an emergency.

Each service will ensure that it designates a member of its staff to maintain and revise its own emergency procedures and guidelines.

Part VII

7.0 Amendments

This Plan will be reviewed on an annual basis, and any amendments will go to Chief and Council for final approval.



Chief Larry Roque

June 23, 2020
Date

ANNEX A

Community Control Group (CCG) Notification System

1. Any member of the CCG may activate the notification system.
2. Upon activation the Emergency Response Coordinator will carry out the notification process at once.
3. Persons on the notification process will be called in order.
4. If the primary person cannot be reached an alternate from the CCG will be appointed.
5. Once the end of the list has been reached the people who could not be reached will be called again. This process will continue until these people are contacted.
6. The time each person is reached will be noted on a notification log paper.

Emergency Response

Community Control Group Official	Contact Name
Chief	Larry Roque
Councillor	Bob Pitfield
Councillor	Ted Roque
Councillor	Craig Tyson
Councillor	Mary Nicholls Russell
Executive Director	Julie Fontaine
Executive Assistant/Recording Secretary	Samantha Corbiere
Site Manager/Fire Chief	Tom Recollet
Asset Procurement Manager	Vincent Roque
Health Director	
Police	Anishinabek Police O.P.P.

ANNEX B

Resource List

Anishinabek Police Services1-888-310-1122

Ontario Provincial Police (O.P.P.) Local1-800-461-6777

Ontario Provincial Police (O.P.P.) General Headquarters (705)329-7517

Emergency Measures Ontario *Sudbury (705)564-4474

Emergency Measures Ontario *Toronto..... (705)314-3723

Solicitor General of Ontario (416) 314-3723

Canadian Coast Guard (Marine Emergencies) 1-800-265-0237

Department of Indian and Northern Affairs Canada (Sudbury)..... (705)522-5100

Ministry of the Environmental Spills Action Center 1-800-268-6060

Ministry of Natural Resources and Forestry (705)-564-7823

Ontario Hydro..... 1-800-565-5989

Ontario Power Generation(416)231-4111

Health Canada (Sudbury) (705)671-0760

Poison Control Center of Ontario..... 1-800-268-9017

Marine and Air Search and Rescue 1-800-267-7270

Sudbury Regional Hospital (705)-523-7100

Norman Recollet Health Centre (705)8585-7700

Media-Radio CBC Radio One..... (705)688-3200

Q92 FM..... (705)566-4480

Legal Advisor (705) 753-9815

* Emergency Measures Ontario will assist in the event of an emergency. It can coordinate assistance from a number of provincial agencies and the federal government. They are also prepared to send a Liaison Officer to provide advice and assistance.

ANNEX C

Emergency Publication Information Plan

1. Upon implementation of this emergency plan it will be very important to coordinate the release of accurate information to the news media clear instructions to the public and provide response to any redirection of individual requests or reports on any information concerning the emergency.
2. The position of a public Information Coordinator will be established to handle these areas during an emergency.
3. A media information center will be located in the Band Office, or if this building cannot be used then it will be located at the Fire Hall.
4. The community Inquiry Section is located in the Band Office under the supervision of the Executive Director.

Communications Coordinator

The Communications Coordinator for Wahnapiatae First Nation will ensure that this responsibility is designated to a few chosen people. These people will observe and alleviate any public concerns or questions which are not able to be fully addressed by the Communications Coordinator themselves because of other emergency demands. They will still liaison with the Communications Coordinator on a continuous basis for obtaining up-to-date information directed towards any concerns of the citizens. This designated body of people will ensure any 'personal matters' of citizens are handled i.e. locating and inquiring about the condition of members of their immediate family and relatives. A hotline (In Capreol) or coordination of continuous public meetings at particular time intervals will be put in place for members to access providing them with information about emergency situation information and updates toward any services or activities pertaining to the emergency i.e. school closures, utility shut downs, health threats etc. These inquiry units will have to be located in the town of Capreol at the evacuee center because, of the lack of proper phone lines and the probability of inaccessibility to the First Nation during an emergency situation. If there is a necessity for additional help with the area of citizen injury the First Nation may seek the help of the Canadian Red Cross and its volunteer organization located in the City of Sudbury.

The Communications Coordinator reports the Executive Director and is responsible for the following:

- A) After arriving at the EOC they will report to the Executive Director for debriefing on the emergency situation.
- B) Establish a communication link with the site media spokesperson (if appointed) and ensure that all information is released to the media and the community is accurate and consistent with the situation. Maintain updates regularly with Citizen Inquiry Personnel and the community.
- C) Maintain the media center with staff and make sure it set up properly.
- D) Liaison with the CCG to obtain up-to-date information for media releases, coordinate individual interviews and organize a press conference if warranted.

- E) Ensure that the following are advised of the telephone number of the media center:
- Media
 - Community Control Group
 - Switchboard (Community and Emergency Services)
 - Site Media Spokesperson and/or Police Relations Officer
 - Neighbouring Communities
 - Community Inquiry Supervisor (Assistant Administrator)
 - Or any other appropriate persons or businesses
- F) Ensure that the media releases are approved by the Executive Director or Chief and Council before it is distributed and that hard copies of the media releases are given to the Public Information Center, the CCG, the community and other important persons in charge of inquiries from the media.
- G) Monitor all news coverage and correct any errors in the information.
- H) Maintain copies of the media releases and news articles relating to the emergency.
- I) Establish a Community Inquiry Service which will include appointing people to handle designated phone lines.
- J) Advising the effected emergency services, the CCG and the community switchboards of the establishment of the Community Inquiry Service and its designated phone numbers.
- K) Respond to and direct reports and inquiries relating to the investigation of the emergency, deaths injuries or any matters of personnel involved with of effected by the emergency to the appropriate emergency services.
- L) Respond to and direct inquiries and reports from the public based upon information from the CCG such as school closings, access routes or locations of evacuee centers.
- M) Respond to and direct inquiries about people who may have been located in evacuation and receiving centers to the registration/inquiry telephone number(s).
- N) Delegating staff to assist in areas requiring added support when necessary.

Citizen Inquiry Procedures

Community Inquiry Supervisor

The Community Inquiry Supervisor is responsible for:

- A) Establishing an Inquiry Service and provide personnel and designated phone lines for this purpose.
- B) Inform the Public Information Coordinator of the Inquiry Service and provide him or her with the designated phone numbers being used.
- C) Alert the emergency services, the CCG and other area switchboards of the Inquiry Service and its utilization of the designated phone numbers.
- D) Liaison with the Public Information Coordinator regularly to obtain current information on the emergency
- E) Respond to and redirect inquiries and any reports from the public based on information from the Public Information Coordinator i.e. school closures, access routes, location of evacuee centers, emergency termination and announcements for safe return.
- F) Respond to and direct inquiries towards the emergency itself, deaths, injuries, or personnel matters involved with or affected by the emergency to proper emergency services.
- G) Respond to and direct inquiries regarding persons who may be situated within the evacuee or reception centers and provide registration and inquiry telephone number(s).
- H) Obtain and organize extra staff to assist with these duties if needed.

Annex D

Emergency Operations Center

The Emergency Operations Centers are located at:

Primary Locations:

1. Wahnapiatae First Nation Band Office
2. Wahnapiatae First Nation Health Center
3. Wahnapiatae First Nation Fire Hall

Other Locations:

1. Family Wellness Centre
2. Afterschool Centre
3. Cultural Building
4. Rocky's Gas Bar & Marina
5. Fire Hall

Wahnapiatae First Nation Telephone Number: (705)-858-0610

E.O.C. Equipment

The E.O.C. has the following basic equipment available:

E.O.C Equipment			
1	Telephone	13	Pumper Truck
2	Tables and Chairs	14	Side/Side w/ Waterpump
3	Computers/Laptops	15	Argo
4	Photocopiers	16	Bulldozer
5	Video Recorder	17	Excavator
6	Camera	18	Backhoe (2)
7	Fax Machine	19	1 Ton Truck
8	Stationary/Office Supplies	20	1/2 Ton Truck (3)
9	Maps	21	Dump Truck (3)
10	Flip Charts	22	Grader
11	Copies of ERP	23	Band Vehicle (6)
12	Resource Directory	24	Portable Fire Pump (3)

Declaration of Emergency

I, Larry Roque Chief of Wahnapiatae First Nation, declare that an emergency exists within the area of
In the community of Wahnapiatae First Nation due to _____

Dated this _____ (day) _____ of _____ (month and year)

Signature of Chief

*Please note that a copy of this declaration must be faxed to the Emergency Measures Ontario at Fax #
(416)-314-3723

WAHNAPITAE FIRST NATION PANDEMIC PLAN 2020

BCM WFN 20/21-06-51



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Purpose of Wahnapiatae First Nation Pandemic Plan

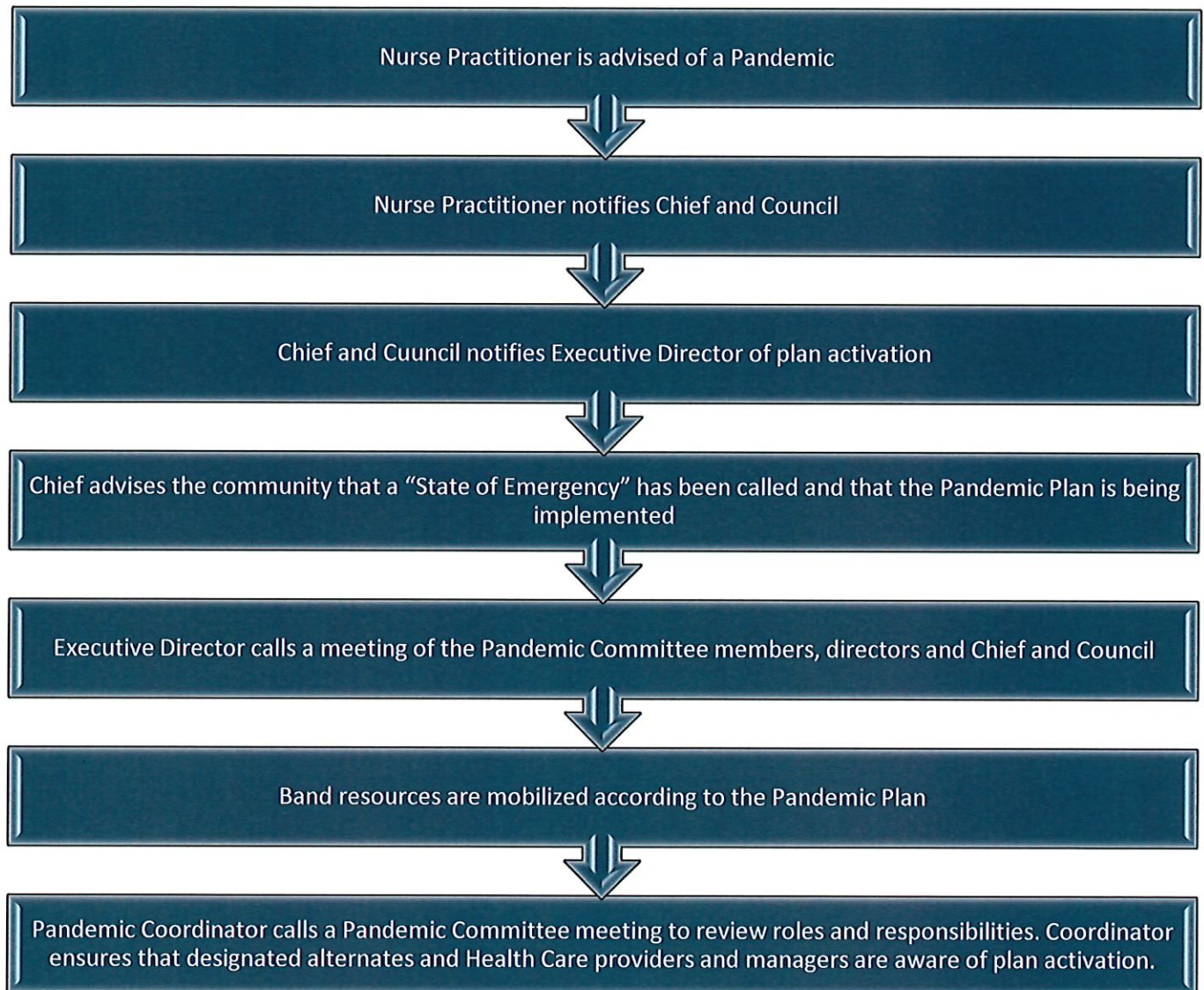
The purpose of this document is to provide guidance and assistance for Wahnapiatae First Nation in the case of a Pandemic virus, illness, or infection.

The goal of the Pandemic Community Plan is to reduce illness and death as well as societal disruption.

We will achieve this by providing access to appropriate prevention, health care and treatment during any Pandemic. Our First Nation has gathered and created a community pandemic plan that meets the needs of our community. The plan includes specific information around supports that will be offered and put into place as well as course of action and recommendations for individuals and families. In order to achieve our goals, everyone is required to participate. Everyone is responsible for their health and wellbeing as well as the health and wellbeing of the First Nation.

- Please note that this is a community plan, not a Health Centre plan.
- Individuals and families must come together and take responsibility to support and protect their household.
- Health maintenance responsibility will include individuals and families.
- All Band employed staff will have a role & responsibility during the pandemic.
- The Holistic Health Support Team will be available for individuals and families to assist with crisis and lead to change for themselves, their families, and the community.

Plan, Action & Overview



Coordination

Pandemic Committee

- Pandemic Plan Implementation will be coordinated by the Pandemic Committee, based in the Pandemic Headquarters located in the Maan Doosh Gamig Hall within the Centre of Excellence.
- The Pandemic Committee will meet at 10 a.m. daily during the pandemic and will keep staff informed of any updates or changes.

Staff Coordinators	Primary Role	Contact Email
Larry Roque	Chief	larry.roque@wahnapitaefn.com
Ted Roque	Councillor	tedroque@wahnapitaefn.com
Bob Pitfield	Councillor	bob.pitfield@wahnapitaefn.com
Craig Tyson	Councillor	craig.tyson@wahnapitaefn.com
Mary Nicholls Russell	Councillor	mary.nichollsrussell@wahnapitaefn.com
Julie Fontaine	Executive Director	julie.fontaine@wahnapitaefn.com
Samantha Corbiere	Executive Assistant	sam.corbiere@wahnapitaefn.com
Rebecca Foresheew	Nurse Practitioner	nursepractitioner@wahnapitaefn.com
Meghan Donivan	Human Resources Coordinator	meghan.donivan@wahnapitaefn.com
Nick Stewart	Communications Coordinator	N/A
Tom Recollet	Fire Chief/ Volunteer Coordinator	tomrecollet@msn.com
Joan Recollet	Custodian	joanrecollet@gmail.com
Wendy Tyson	Community Wellness Worker	wendy.tyson@wahnapitaefn.com
	Health Director/Medical Supply Coordinator	healthdirector@wahnapitaefn.com
Ed Tyson	Finance Director	finance@wahnapitaefn.com
Sue Roque	Family Wellbeing	sue.roque@wahnapitaefn.com
Shannon Skelliter	Food Bank Coordinator	N/A
Christine Wilson	Mental Health Clinician	christine.wilson@wahnapitaefn.com
Dave Nicholls	Hunting Coordinator	N/A
Marilyn Nicholls	Education Coordinator	marilyn.nicholls@wahnapitaefn.com
Terry Roque	Housing Coordinator	housingcoordinator@wahnapitaefn.com

Community Support

The Wellness Team (consisting of the Nurse Practitioner, Mental Health Coordinator, Family wellbeing and Community Wellness Worker) will provide support to the community members by:

- Video messages through Facebook that provide members with hope and reassurance
- Communication support for people who are experiencing high levels of anxiety
 - a. Community members will have the ability to contact the Health Centre and request support during working hours. The Health Centre will then record the member's contact information and transfer it to one of the Wellness Team members to contact the member and offer the appropriate services.
 - b. The Wellness Team will be available 24 hours a day, 7 days a week via cellular contact. Through this format, we can continue to offer support in the areas of Mental Health and Addictions through digital technology and conferencing face to face.

Availability of Band Resources

- Most routine programs will be cancelled, and resources used in other ways.
- Directors (Education, Health, Finance, Lands) will provide updates during the pandemic with respect to which programs will be cancelled, and which will continue.
- Health Care, Public Works, Essential Administration & Transportation staff will remain on duty in a modified capacity.
- All staff employed by the Band and Health Centre will either remain working by ensuring they are available on call/designated to work from home or will participate in a leave of absence.

Facilities and Use of Facilities

Facility	Use
Maan Doosh Gamig Hall	Pandemic Headquarters
Norman Recollet Health Centre	Non-Symptomatic patients
Family Wellness Centre	Additional Isolation Centre
Afterschool Centre	Educational Use
Cultural Building	Storage
Rocky's Restaurant & Marina	Gas and Supplies/ Food Bank Hub
Fire Hall	Road Closure Hub

TRIAGE Protocol

The following system for triaging patients will be activated so that asymptomatic (symptom free) members/patients and symptomatic members/patients are not receiving care within the same area.

During regular business hours:

- When members/patients contact the Norman Recollet Health Centre (NRHC) and request transportation to the clinic, they will be required to state their current condition which will include describing their symptoms as well as any possible symptoms of other household members
- Patients will be triaged over the phone (i.e. asymptomatic or symptomatic). This information will be shared with all appropriate Health Care staff, including the Medical Driver. This will allow all staff to ensure the appropriate PPE is worn and that they are protected
- Medical Driver will then transport community member to the correct entrance:
 - Norman Recollet Health Centre Main ENTRANCE for asymptomatic members/patients
 - Norman Recollet Health Centre Main Entrance for Symptomatic members/patients to turn right, after first entrance door into Symptomatic triage room

Should community members attend the clinic on their own, without calling or being transported, they will be directed to the proper area by health staff located within the Norman Recollet Health Centre entrance.

- Norman Recollet Health Centre Main ENTRANCE for asymptomatic members/patients
- Norman Recollet Health Centre Main Entrance for Symptomatic members/patients to turn right, after first entrance door into Symptomatic triage room
- Symptomatic members/patients will be triaged at the NRHC treatment area. The member/patient will then be provided with the appropriate medical supplies and sent home or transported to Health Sciences North, the Sudbury hospital.

Should Health Sciences North not accept patients due to the pandemic, assessed community members will remain at the Norman Recollet Health Centre Treatment Area for treatment (i.e. Oral hydration, IV if necessary, anti-viral medications)

During off-business hours:

- A skeleton staff of health care staff will be available at clinic at night to:
 - answer phones
 - open main NRHC door
 - triage clients
 - Following triage, members/patients will either be sent home with appropriate medical supplies, transported to Health Sciences North or, supported/treated within the NRHC Treatment Area.

Transportation

- The Pandemic Committee will determine the necessary use of all band vehicles for transportation of members to the hospital, rations for members in need, supplies, etc.
- In order to accommodate transportation needs, a 24 Hour on call Medical Driver service will be in place.
- The Transportation Coordinator will coordinate Medical Taxi Driver assignments.

Communications

Community/Health Services Chain of Command

Spokesperson for Wahnapiatae First Nation Community: Chief Larry Roque

1. Nurse Practitioner
2. Chief
3. Council
4. Executive Director
5. Health Director
6. Pandemic Committee
7. Communications Coordinator (add to hierarchy chart)
8. Fire Chief
9. Volunteers
10. Members



Communication Plan

1. The Nurse Practitioner and Health Director will relay information updates to the Executive Director.
2. The Health Director will communicate with the health care workers regarding specific issues and responsibilities within the community.
3. The Executive Director will work closely with the Communications Coordinator to distribute accurate information to the staff and community.
4. The Communication plan will be implemented pending authorization from leadership.
5. Information released to the Band Members from outside the community will only take the form of a written public information release signed by Chief.
6. Any information released to the public/media that has originated from within the community must be approved by the Chief and Council before release to local media.
7. Other forms of communication will be delivered by volunteers directly to members/community members.
 - a. A package will be compiled by the Pandemic Committee for all members/community members and will include the Flag Protocol
 - i. Households are to display in their front window colored make-shift flags to indicate the health status of their family:
 - Green: everything is good (health, rations, etc.)
 - Red: someone is sick
 - Yellow: rations are needed
 - White: someone has died

Methods of Communication

Methods of Community Communication

- Phone (land line and cell phones)
- Website and Facebook page
- Radio station announcements
- Flyers/Notice delivered to homes
- Mail

Methods of Communication between Directors and Program Coordinators

- Telephone (landline or cell phones)
- Webpage or Face book page.
- Email

In order to ensure effective communication, a clear understanding of the pandemic plan is imperative. Everyone involved within the pandemic plan will have a copy and must commit to understanding and knowing their roles and responsibilities.

SURVEILLANCE

Education

- Education Director will meet with District School Boards and communicate with parents the plan and implementation of continued education with closing of schools.

Human Resources

- Human Resource Administrator will monitor staff illness & attendance.

Fire Chief

- Fire Chief will coordinate Road Access Point and monitor volunteers and the outsourcing of an accredited security company.

Surveillance after Pandemic Declared

Members & Community Members

Once the Pandemic is declared, members and community members will be contacted via telephone and/or flyer:

1. determine whether they are asymptomatic or symptomatic
 - If members/Community members are found to be sick, they will be transported to the isolation area within the NRHC/Band Office for TRIAGE.
 - If household members are symptomatic for the current pandemic, NRHC employees will provide medical supplies or call medical driver for transport to Health Sciences North.

Road Access Protocol

In order to keep Wahnapiatae First Nation safe and prevent the spread of illness, access to the community will be limited by implementing security at the entry and exit points.

(See Appendix A for further details, phases and applicable bylaws)

VACCINATION

Vaccination Promotion/Public Awareness

On an ongoing basis, information on possible Pandemics and the necessity of vaccinations to PREVENT viral infections will be available to community members through/during:

- WFN Newsletter
- WFN Web page
- WFN Facebook page
- Notices sent on the school bus
- Posters at the Band office, NRHC
- Display booth in lobby at the Band Office

- Discussions during Clinic programming (i.e. pre and postnatal support groups, parent-tot support groups, Elder's Committee, workshops, and any after school programming)

Pre- Pandemic

Existing vaccinations will take place at the Health Centre as a way of prevention. Vaccinations are administered by Nurses during Immunization Clinics.

Pandemic Declared

- If a vaccination becomes available for the current pandemic:
 - Asymptomatic Members/community members will enter the NRHC VIA Main Entrance to the Band Office
 - If asymptomatic members/community members have not been vaccinated and are hard to reach because of a lack of a vehicle or phone, they will be transported by a medical driver to the NRHC to receive vaccination
 - Asymptomatic members/community members who cannot walk, or are bed ridden will receive vaccinations in their home by the Nurse Practitioner.

Order of Priority Groups for Vaccinations

Priority groups that receive the vaccine first are decided upon at a National and Provincial level.

- *Health Centre Staff & Pandemic Committee Members*
- *Front line Workers and Alternates (Refer to following list)*
- *Volunteers (Volunteer Coordinator maintains list & ensures volunteers vaccinated)*
- *Community Members*

Community Members

1. Residents who do not receive their vaccination following the pandemic being declared, will be contacted by phone or Fire Chiefs via megaphone.
2. The message provided to the community member(s) will be that they are required to visit the clinic for the available vaccination and transportation may be provided, if needed.

Vaccine Pick-up & Storage

1. Vaccines will be provided by Public Health & Sudbury District (PHSD).
2. When available, PHSD will contact the NRHC to inform when vaccine may be picked up.
3. Only authorized Health Personnel (may be accompanied by security) will pick-up and transport the vaccine.
4. The Health personnel picking up the vaccine must show I.D.
5. Security will be in place to keep vaccine secure during transport & stocking within the NRHC.

Vaccine Storage

Vaccines will be stored in a specially designated fridge in NRHC. If more vaccines become available, it will be stored in a secure manner within the Band Office.

Vaccine Security

Security doors in main lobby of NRHC/ Band Office will always remain locked. The Clinic has a back-up 72-hour battery pack and gas generator to maintain the fridges in case of a power outage.

ANTIVIRAL DRUGS

Stockpiling of Antiviral Drugs

There will be some situations where the use of antiviral drugs (drugs used to TREAT viral infections) will be necessary. Some antiviral medications will be stockpiled at the Federal level. It will be the Federal and the Provincial governments that will control the supply and distribution to communities.

Antiviral Drugs will be available from Public Health Sudbury & Districts (PHSD). The decision to be able to start using them will be made by the Nurse Practitioner.

Priority Groups for Antiviral Drugs

The Nurse Practitioner will decide who receives the antiviral drugs; it is not up to the Pandemic Committee to make this decision.

Groups that could potentially receive these drugs are:

- Ill healthcare and emergency service workers
- Ill high-risk members/community members

Pick-up, Storage and Security of Antiviral Drugs

1. As with vaccine pick-up, security may be in place to keep antiviral drugs secure during transport & stocking.
2. Only Authorized Health Personnel, can pick-up and transport these drugs.
3. The Health Personnel picking up the drugs will have to show I.D.

Antiviral Drug Storage

Antivirals will be stored in a secure manner in the NRHC. If more storage space is necessary, the Band Office will decide at that time to use other storage/refrigerators available. If the storage has to be further transferred, it must be done so by the Nurse Practitioner.

Antiviral Drug Security

Security doors within the NRHC will always remain locked.

HEALTH CARE SERVICES

Potential Cancellation of Activities

Routine programs may need to be cancelled and resources used in other ways. The Executive Director will inform all programs of cancellation. The NRHC along with Public Works and, Social Assistance will remain on duty.

Coordination of Patient Transport

If private transportation is not available, members/community members will be able to contact the clinic via telephone to request transportation to the NRHC. The receptionist will triage the member/community member to determine whether they are symptomatic or asymptomatic. The receptionist will then relay the message to the Community Wellness Worker along with client information (i.e. Name, house number, symptomatic or asymptomatic). The Community Wellness Worker will then dispatch a Medical Driver to pick up household member/ community member(s). The

Medical Driver will provide appropriate PPE to the member/community member prior to NRHC transportation.

If deemed necessary by the Nurse Practitioner, (if at NRHC) transportation of ill patients will be provided to nearest hospital accepting clients. Wellness Worker will arrange for Medical Driver transport.

Triage of Patients

Trained in-take receptionists will inquire about the symptoms of the members/community members calling in for transportation to the NRCH. They will then arrange for patient pickup and inform the Community Wellness Worker. The Community Wellness Worker will advise the medical driver which entrance patients should be transported to as per the triage protocol.

Symptomatic Patient Treatment Plans

Triaging of members/community members will be directed by:

- trained receptionists and trained medical drivers
- symptomatic members/community members will be further triaged by a trained volunteer who will meet them and confirm that they are at the correct entrance.

The Nurse Practitioner will further triage the member/community member and decide who should be referred to the hospital. Those who do not require hospitalization will be provided with medical supplies and sent home.

If hospital is full, ill members/community members who cannot be sent home will be treated in the NRHC and sent home to be looked after by family when able.

Plans for Non symptomatic Patients

Non symptomatic patients will receive vaccinations as soon as possible. They will be encouraged to stay in their homes and take care of their families. Visiting between family members and travel outside the community will be discouraged.

Elderly or those living alone

Alternate living arrangements may be made for members who are elderly and/or living on their own (homecare will confirm the identification of these people). Once identified, family will be encouraged to stay with them in their own home and provide care. Water and necessary essentials will be delivered to these homes by volunteers and/or staff.

Home Care staff will continue to visit non-symptomatic clients who require assistance with insulin injections and/or wound care.

Mental Health Issues

Mental Health Clinician will provide:

- Counseling via telephone/video as requested
- At the end of the pandemic, a community feast will be organized.

Tracking Clients

Location of Band Members in Community

The band office along with the NRHC have prepared a Band Member list and a corresponding map which indicates:

1. House number
2. The number of people living in each home
3. Name, Phone #, Treaty Number of each person living in the home
4. People who live alone, elderly, in need of ongoing in-home medical care etc. are flagged.

This list is confirmed annually and will be reviewed and distributed once the Pandemic Plan is activated.

Education Regarding Clinical Guidelines

The Nurse Practitioner will review the clinical guidelines with Chief & Council and the Executive Director. The Executive Director will review and instruct guidelines with the Health Director who will share with and with all the health team along with the volunteers, specifically those posted to the Band Office and NRHC as well as medical drivers.

Clinical guidelines will be posted in NRHC by the Nurse Practitioner.

Employed Staff on Reserve

- All employees on staff that are part of a college (i.e. Nurses, Social Workers, etc.) are up to date with their education including treatment and assessment procedures. It is assumed that all or most employees part of a college will work according to the agreed upon schedule during the pandemic.
- All other Health staff living on reserve and are up to date with First Aid and CPR. Re-certification will be offered as needed.
- Volunteers will be asked whether they are currently certified with First Aid; this information will be recorded on a volunteer tracking sheet.

Patient Flow

- The NRHC will continue to run and ensure that symptomatic and asymptomatic patients are using different areas of the treatment area and are not using the same entrance.
- Volunteers (with appropriate PPE) will work at each entrance to triage community members to ensure that they are entering the proper area.

Health Centre Supplies

The Health Director will continue to order and ensure all necessary medical supplies are in stock and will be held responsible for maintaining all other health related supplies.

HUMAN RESOURCES

Essential Personnel

1. The Executive Director along with the Human Resources Administrator (HRA) will compile a list of essential personnel.
2. The HRA will then contact each employee to advise if they are considered essential and will continue to work, or if a leave of absence will commence.

- Any employee who begins a leave of absence will have their Record of Employment submitted within 7 business days.

Volunteers

- The Pandemic Committee will review the requirement for volunteers and their duties along with which area requires assistance.
- The Volunteer Coordinator will post a sign-up sheet for each area identified and work with and help allocate the volunteers based on the Volunteer Duties Documents (Can be found in Appendix B)
- All volunteers will be trained for the area they are volunteering in by the area Coordinator or Supervisor.

Infection Control Training

The Volunteer Coordinator will organize a training session with the Nurse Practitioner on Infection Control and symptomology of the pandemic; all volunteers must attend.

In addition, the Nurse Practitioner will follow recommendations from Public Health.

- Information on Infection Control will be posted within the NRHC.

INFECTION CONTROL

General Information:

- Depending on the virus, the incubation period may vary
- Individuals affected with respiratory illnesses tend to shed more virus in their respirator secretions in the early stages of their illness. Therefore, patients are more infectious in 24 hours before the on-set of the flu and other gastrointestinal illnesses and during the most symptomatic period.

Housekeeping

- During the Pandemic, the trained Custodian Coordinator will continue with ongoing sanitation within the Norman Recollet Health Centre treatment area.
- Hard non-porous surfaces will be required to be cleaned on a regular basis
- Clean and disinfect surfaces that are touched routinely by hand (e.g., doorknobs, bed rails, bedside- and over-bed tables, bathroom surfaces, safety/pull-up bars, television controls, call buttons) on a more frequent schedule than that used for large housekeeping surfaces
- Follow manufacturer instructions for proper use of disinfectants, especially with regards to the proper concentration of product and the time the product should be in contact with the surface being disinfected
- Consult medical equipment instructions for appropriate methods of cleaning and disinfection for these items and consider using barrier coverings for equipment that may be hard to clean or has accessible electronic components
- Clean large housekeeping surfaces (e.g., floors) in patient-care areas with detergent/disinfectants in accordance with manufacturer instructions and on a regular basis
- Avoid large-surface cleaning methods that produce mists or aerosols or disperse dust in patient-care areas

- Detergent and water are adequate for cleaning surfaces in nonpatient-care areas (e.g., administrative offices).
- Follow Norman Recollet Health Centre procedures to ensure the cleanliness of cleaning and/or disinfectant solutions, rinse water, mop heads, and cloths (e.g., separate buckets for solutions and rinse water, frequent exchanges of solutions, replacing soiled mops heads and cloths with clean items, using microfiber mopping methods).
- Garbage containing blood or secretions will need to be disposed of immediately

CARE OF THE DECEASED

Discuss plans with local funeral home(s) and communicate with family members.

Handling of Deceased: Winter or Summer

1. Pandemic Headquarters (the Band Office) will be informed of a death by phone call from a family member or by a Fire Chief who has observed a WHITE FLAG placed in the window.
 2. Prior approval is needed from the RCMP out of the Sudbury detachment and Chief Coroner's Office out of Toronto. In cases where the coroner cannot be present, the RCMP may receive verbal approval over the phone from the Chief Coroner.
 3. The Community Wellness Worker will then inform and send out trained personnel, wearing long sleeved gowns, masks and gloves, who will respectfully recover the body:
 - a. Place an identifying toe tag on the deceased
 - b. Place the deceased in a body bag
 - c. Place deceased in van
 - d. Complete reporting sheet
 - e. Transport the body to the Temporary Morgue (location tbd)
 - f. The deceased will be placed in wooden casket with proper documentation and stored in a C-CAN unit which has refrigeration for summertime use
 - g. After the deceased has been respectfully stored, long-sleeved gown, mask and gloves are taken off and disposed of immediately. Proper handwashing must also occur immediately after.
- During the 24 hours after death, the cultural coordinator will contact the deceased's family to determine the burial or cremation wishes of the deceased. Once the individuals wish is determined, appropriate arrangements will be made.
 - Should Health Canada generate a protocol for deceased individuals, those measures will be taken rather than the individual and family wishes.

Documentation of Death

An individual Documentation of Death Form (2 copies) will be completed per individual death. This form (Appendix 9) contains the following information:

- Name Date of Birth Next of Kin
- Date of Death Burial or Cremation Date
- Comments Section: if the body was moved within the house/yard (to include when, where and who moved it), who transported the body to where.

This sheet will be completed by the Cultural Coordinator. After burial or cremation, the form will be stored at the Temporary Morgue. After the Pandemic, the forms will be submitted to the Nurse Practitioner who will then submit the forms to Ontario Health.

Occupational Health & Safety

A Health and Safety Committee for the Band Office is established and recommendations for all preventative measures (flu shot) will be recommended in the 2020/21 fiscal year.

As of the 2020/21 fiscal year,

- Staff immunization records will be on file at the clinic
- Staff will complete refresher training annually for Transporting Dangerous Goods, WHIMIS and Mask Fitting

POST PANDEMIC EVALUATION

- After the Pandemic is over evaluate the plan and decide if it needs revising
- Decide on what information needs to be collected so an evaluation of the Emergency Response Plan can be done
- Every department will do their own paperwork on the outcome of the Pandemic

AMENDMENTS

This Plan will be reviewed on an annual basis, and any amendments will go to Chief and Council for final approval.

L. Roque
Chief Larry Roque

June 23, 2020
Date



WAHNAPIITAE FIRST NATION

259 TAIGHWENINI TRAIL ROAD
CAPREOL ONTARIO P0M 1H0
Phone: (705) 858-0610 Fax: (705) 858-5570
www.wahnapiitaeirstnation.com
BCM WFN # 20/21-04-04

April 8, 2020

Pandemic Response – Road Access Protocol

Chief and Council are taking the necessary precautions to protect our members and people living within Wahnapiitae First Nation. **A stay at home order has been implemented.**

An Access Station has been established on the Taighwenini Trail Road/Portelance Road intersection and access to the West End Loonway Road is blocked.

The Wahnapiitae First Nation Fire Department staff and volunteer firefighters' will be managing and monitoring this access station. Please be patient and cooperative with staff on hand at the access point.

We are currently in **Phase 2 – Controlled Access.**

Phase 1 – Limited Access -Time frame: March 25, 2020 to April 8, 2020

Access to Community

- Members and Community members are permitted within the boundaries of Wahnapiitae First Nation.
- Absolutely no visitors permitted
- The following are permitted
 - 1) Emergency service providers (ambulance, fire, police)
 - 2) Home service providers (heat, hydro, plumber, electrician)
 - 3) Community Essential Workers (must provide letter for access)
- Everyone will be subject to screening process including proof of identification and required to follow course of action

Off reserve members

- Off reserve members can access open stores on operation days only.
- Any Wahnapiitae First Nation members wanting to come home must do so immediately. They must make arrangements to stay with family or friends as Wahnapiitae First Nation is not responsible to provide housing.

- No Wahnapiitae First Nation member is permitted to move into community once Phase 3: Total Lockdown has been declared.
- All members are to follow screening requests of proof of ID to Fire Department Staff.

Phase 2 – Controlled Access – Time frame: April 9, 2020-TBD

- Members/Community Members who are permanent residents ONLY.
- Emergency service providers (Ambulance, fire, police)
- Home Service Providers (Heat, Hydro, Telephone, Internet)
- Essential Employees (On list)
- Non-permanent members will have limited (hourly) access to their non-permanent lots. These members will need to write to the Chief with the reason, time and date. Only Chief can approve access and will provide that said approval to the Fire Department.

Leaving the Community

- Wahnapiitae First Nation members and residents will be permitted to leave the community for purpose of groceries, medicine, medical appointments or a medical emergency.
- The person leaving the community are urged to be a healthy adult as elders and children are susceptible to COVID-19 and should remain at home.
- Members and residents are permitted to leave for employment purposes.
- Everyone is subject to screening process and required to follow course of action

Phase 3 – Total Lockdown – Time frame: TBD

- Wahnapiitae First Nation members and residents will not be permitted to leave the reserve with exception of an urgent medical appointment
- Community-wide order to stay in their residence.
- Alternative measures for grocery order and delivery will be made.
- Emergency vehicles will be permitted to pass access point in but will be subject to screening process
- Lockdown will be 24 hours.

Failing to comply will result in the involvement of Anishinabek Police Services, Sudbury Regional and/or OPP and may be subject to consequence of fines and or Imprisonment.

Any complaints shall be put in writing and forwarded to Wahnapiitae First Nation.

Mligwech
Chief Larry Roque
larry.roque@wahnapiitaefn.com

L. Roque

Appendix B

Volunteer Duties

Front Line Workers: House Keeping and Custodian. Duties Include: Disinfecting common surfaces, discarding medical supplies appropriately, restock cleaning supplies.

Surveillance and Security

Volunteers needed for security: Duties include: Monitoring of any suspicious activity around community.

Volunteers needed for Road Access Point. Duties include: Monitoring checkpoint 24/7 of incoming and outgoing traffic of approved list and expected visitors.

Volunteers needed to compile Ration Kit: Duties include: Ration Kit Volunteers needed to deliver rations to homes. Duties include: Checking in at the school with Ration Supervisor to see what homes need rations; pick up rations from designated classroom; deliver rations to the homes and report back any messages to Ration Supervisor from each home.