

COVID-19 Hay River EMO Risk Management Matrix

Attendance

Name	Department	Apr 2	Apr 7	Apr 9	Apr 14	Apr 16	Apr 21	Apr 23	Apr 28	Apr 30	May 5	May 7
Auge, Mike	THR	✓										
Bourque, Albert	ENR	✓										
Goucher, Judy	SAO	✓										
Grant, Paul	NTPC	✓										
Griffiths, Erin	HRHSSA											
Humbke, Brandon	RCMP	✓										
Jameson, Kandis	THR (Mayor)	✓										
Lester, Sandra	Seniors	✓										
Potter, Ross	THR	✓										
Smith, Glenn	THR	✓										
Whitlock, Greg	INF	✓										
Wright, Travis	S/Slave EMO	✓										
	NUL?											
Scribe	NTPC	✓										

#	Risk Category	Risk Description	Planned Mitigation	Meeting Notes	Current Risk Rating
1	Medical Services	Inadequate supply of PPE for medical personnel	<ul style="list-style-type: none"> <li>5000 masks donated from Suncor</li> </ul>	<ul style="list-style-type: none"> <li>Normal compliment of N95 masks, contingency of 20%</li> <li>Majority of healthcare practitioners are wearing masks as preventative measure</li> </ul>	6
		Inadequate supply of medical equipment to meet patient demand	<ul style="list-style-type: none"> <li>Critical Patients would get moved out by medivac</li> </ul>	<ul style="list-style-type: none"> <li>Arrangements with health center to accommodate isolation of patients if required</li> </ul>	6

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		Insufficient knowledge of medical equipment operation to meet patient demand	<ul style="list-style-type: none"> <li>Specialized Ventilator to be moved to Stanton in YK as no staff in HR are trained to use</li> </ul>	<ul style="list-style-type: none"> <li>1 mobile ventilator available in Hay River</li> <li>Fire Dept. does not have any specialized equipment on hand</li> </ul>	6
		Inadequate human resources capacity to meet patient demand	<ul style="list-style-type: none"> <li>Full complement of HR until end of April</li> </ul>	<ul style="list-style-type: none"> <li>CEO to update mid-April on status for May</li> </ul>	4
2	Public Health	Public infection through exposure at local businesses	<ul style="list-style-type: none"> <li>Social distancing controls in place.</li> <li>Proper cleaning and disinfecting processes</li> <li>Proper PPE by staff</li> <li>Non-Essential businesses recommended by THR to close to public</li> <li>NWT State of Emergency declared giving powers to enforce closure to public</li> </ul>	<ul style="list-style-type: none"> <li>Many businesses still open; are they essential?</li> <li>Businesses are taking safety measures but how do we enforce compliance? Are they following proper protocol re: gloves/masks etc</li> <li>WSCC not doing inspections EHO responsible for this however only 1 in Hay River</li> <li>Town is compiling list of essential vs non-essential and what safety protocols are in place</li> </ul>	9
		Public infection through community spread	<ul style="list-style-type: none"> <li>Self-isolation requirements</li> <li>Social distancing messaging communicated</li> <li>No gatherings ordered, enforced and communicated</li> </ul>	<ul style="list-style-type: none"> <li>Reinforce the important everyone follows self-isolation protocols</li> <li>Some communication on social media/bulletin boards</li> <li>Should risk rating be higher?</li> </ul>	4
		Out of town / Territory workers transmit COVID into community	<ul style="list-style-type: none"> <li>Do not permit non-essential workers into the NWT</li> <li>Develop and enforce restrictions for out of town / territory essential services</li> </ul>	<ul style="list-style-type: none"> <li>Gov't depts still carrying on their work and bringing in outside workers – this is problematic</li> </ul>	6

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			employees. Work only allowances.	<ul style="list-style-type: none"> <li>• Need to enforce the restrictions</li> </ul>	
		Public infection through travel (international, interprovincial)	<ul style="list-style-type: none"> <li>• Close NWT borders to visitors and non-essential business</li> </ul>	<ul style="list-style-type: none"> <li>• Borders closed and working reasonably well so far</li> <li>• Concerns raised around incorrect info on social media – should admins be contacted to monitor pages and remove incorrect info?</li> <li>• Advise for everyone to refer to current/reliable sources i.e. GNWT/Fed Gov't</li> </ul>	2
	Seniors/ Vulnerable Population	Access to essential goods/services as well as COVID-19 information	<ul style="list-style-type: none"> <li>• Ensure networking is available for food supply</li> <li>• Regular communication in place for COVID-19</li> </ul>	<ul style="list-style-type: none"> <li>• Seniors experiencing food shortages have been directed to appropriate organizations in territory for assistance</li> <li>• Anglican Church holding food drive on April 4 to assist vulnerable families in need</li> <li>• Whispering Willows has prepped some food and handed out to those in need</li> <li>• Receiving approx. 60 doz eggs from Polar eggs for distribution to seniors</li> <li>• Still require guidance/communication on how to support seniors/vulnerable persons</li> </ul>	4
3	Protective Services (Medical / Fire)	Unable to meet first response demands due to limited personnel capacity	<ul style="list-style-type: none"> <li>• Maintain personnel schedule</li> <li>• Discuss support allowances with employers</li> <li>• Is there past members that could assist if needed?</li> <li>• Reduce isolations through access to COVID testing</li> </ul>	<ul style="list-style-type: none"> <li>• 65% available staff</li> <li>• Temps and medical questionnaires completed daily by staff</li> <li>• Treating each call as though they were exposed to virus</li> </ul>	4

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				<ul style="list-style-type: none"> <li>FD members practicing extreme hygiene processes</li> </ul>	
		Inadequate supply of PPE for first responders leads to reduce ability to respond to calls	<ol style="list-style-type: none"> <li>Tapping into the Federal Government supplies that was announced</li> </ol>	<ul style="list-style-type: none"> <li>Have approx. 1 month supply of PPE</li> <li>Concerned re: getting more from fed gov't; have back up resources; Travis will also look into and keep them updated</li> <li>Also monitoring the landfill because of fire last year</li> </ul>	3
4	Electrical Power/NTPC	Reliable supply of electrical power not maintained due to supply chain restrictions	<ul style="list-style-type: none"> <li></li> </ul>	<ul style="list-style-type: none"> <li>NUL rep not available</li> </ul>	2
		Reliable supply of electrical power not maintained due to insufficient human resources	<ul style="list-style-type: none"> <li></li> </ul>		2
		NTPC Update	<ul style="list-style-type: none"> <li></li> </ul>	<ul style="list-style-type: none"> <li>NTPC has all staff working remotely from home</li> <li>Work crews following social-distancing/isolation protocols</li> <li>Critical projects ongoing</li> <li>Majority of external contracts have left NWT</li> <li>Mutual Assistance agreement signed if required</li> <li>Taltson shutdown planned for next year</li> </ul>	

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5	Food and Supplies Security	Inadequate food supply due to supply chain restrictions	<ul style="list-style-type: none"> <li>Secure local food supply through NIFTI, Polar Eggs, Gardens</li> <li>Reached out to ITI to lift bands to come across the border – They are running with food security including discussion with commercial fishers</li> </ul>	<ul style="list-style-type: none"> <li>Grocers should have min 30 day supplies in warehouse</li> <li>Recommend speaking to grocers re: extra water in case of sudden water demand due to river breakup</li> <li>The town could offer space for non-refrigerated items</li> </ul>	2
		Unable to meet public food supply demand due to hoarding purchases	<ul style="list-style-type: none"> <li>Grocers limit purchases have been lifted, will put back in place if required</li> </ul>	<ul style="list-style-type: none"> <li></li> </ul>	2
6	Policing and Enforcement	Not enough capacity to enforce orders and public security	<ul style="list-style-type: none"> <li>Continue working with EHC, WSCC &amp; MACA to ensure enforcing can in fact be done – Lobby resources if needed</li> </ul>	<ul style="list-style-type: none"> <li>Contingency plans in place; additional members in division can be redeployed if needed</li> <li>Working with Public Health Officer re: Quarantine Orders</li> <li>RCMP can only offer assistance and this limited</li> <li>To date: RCMP has assisted with 1 inspection</li> </ul>	4
		Inadequate supply of PPE for law enforcement leading to inability to respond	<ul style="list-style-type: none"> <li></li> </ul>	<ul style="list-style-type: none"> <li>Currently have a good supply of PPE; headquarters in YK managing the inventory for HR detachment</li> </ul>	2
		ENR Update	<ul style="list-style-type: none"> <li></li> </ul>	<ul style="list-style-type: none"> <li>Business as usual – is an essential service</li> <li>Preparing for fire season</li> <li>Available to address any wildlife concerns</li> <li>Office is closed to public</li> </ul>	2
7	Transportation	Airport and highways operational but with checkpoints in place to restrict access and document incoming traffic	<ul style="list-style-type: none"> <li>Resources at checkpoints enforcing self-isolation protocols, confirming essential service transients and any associated protocols</li> </ul>	<ul style="list-style-type: none"> <li>NWT borders closed a few weeks ago</li> <li>Checkpoints in place and working well – Info is being</li> </ul>	4

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		to community while ensuring self-isolation protocols are followed.	<p>for essential service personnel.</p> <ul style="list-style-type: none"> <li>Airports continue to operate supported by business continuity planning.</li> <li>Other measures put in place to support compliance with PHO orders.</li> </ul>	<p>relayed to health groups re: self-isolation forms etc...</p> <ul style="list-style-type: none"> <li>Concerns surrounding border control at Fort Chipewyan after river breakup</li> <li>Winter schedule in place that offers social distancing – will most likely continue schedule through pandemic</li> </ul>	
8	Emergency Services	High water levels associated with river break-up force evacuation of Vale Island Residents	<ul style="list-style-type: none"> <li>Form committee to develop evacuation plan that considers COVID requirements</li> <li>Evacuee transportation services in place</li> <li>Evacuee dedicated accommodations established</li> <li>Food and goods supply services in place</li> <li>Help from the National Defense</li> <li>Early Communications to residents to make a plan in case of evacuation</li> </ul>	<ul style="list-style-type: none"> <li>Meeting today at town office to discuss evacuation procedures etc.</li> <li>Identifying resources and working through processes; planning to have more information for the plan end of next week and ready to execute</li> <li>Is arena an option to house people in the event of an emergency?</li> </ul>	6
9	Water and Waste Services	Not able to provide safe delivery of water due to human resource restrictions	<ul style="list-style-type: none"> <li>Train additional Town Staff on water treatment</li> <li>Recreation Staff with past experience</li> </ul>	<ul style="list-style-type: none"> <li>Business as usual while practicing safety protocols</li> <li>Back-up available if needed due to staffing shortages</li> </ul>	3
		Unable to provide garbage collection due to human resource restrictions	<ul style="list-style-type: none"> <li>Train additional workers on required equipment</li> <li>Install drop-off bins around town</li> <li>Open landfill to allow residents to drop off at no charge</li> </ul>	<ul style="list-style-type: none"> <li>Re-iterated planned mitigation points</li> </ul>	2
		Unable to provide road clearing and maintenance services due to human resource restrictions	<ul style="list-style-type: none"> <li>Train additional Town Staff on equipment</li> <li>Perform only minimal work to ensure safe passage for emergency vehicles</li> </ul>	<ul style="list-style-type: none"> <li>Same safety protocols in places as noted above</li> </ul>	2

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10	Fuel Supply	Inadequate local fuel inventory may impact essential service operations	<ul style="list-style-type: none"> <li>Discussions with local fuel suppliers</li> <li>quarantine fuel supply for emergency purposes</li> </ul>	<ul style="list-style-type: none"> <li>No issues currently, fuel trucks still delivering</li> <li>Do we have ample supply of fuel on hand if southern deliveries becomes unavailable?</li> </ul>	2
11	Economic Stability	Businesses experience operational cashflow issues impacting sustainability	<ul style="list-style-type: none"> <li>Communications re: what federal plans are available</li> <li>Have a meeting with Chamber to understand needs and options - ITI to attend</li> </ul>	<ul style="list-style-type: none"> <li>Fed Gov't have economic initiatives in place</li> <li>Need to communicate info to public via social media/bulletin boards</li> <li>Direction from INF – how do we create work in communities for our local businesses? HR – some work to be completed in schools now that they are vacant</li> </ul>	6
		Employees are laid off and cannot afford to cover personal expenses	<ul style="list-style-type: none"> <li>Communications re: what federal plans are available</li> </ul>	<ul style="list-style-type: none"> <li>HR Property tax bills: No immediate financial pressure. Not issued until late May with pymt required end of July. To be revisited if becomes an issue</li> </ul>	9

Risk = Severity * Likelihood		Severity		
		1: Minimal	2: Moderate	3: Serious
Likelihood	1. Possible	1	2	3
	2. Probable	2	4	6
	3. Likely	3	6	9