

COVID-19 Hay River EMO Risk Management Matrix

Attendance

Name	ID #	Organization	2-Apr	7-Apr	9-Apr	14-Apr
Anderson, Steve		THR				
Auge, Mike		THR	x	x	x	
Blake-Moore, Mary		S/Slave				
Bouchard, Robert		THR	x	x	x	
Bourke, Albert		ENR	x	x	x	
Chambers, Emily		THR				
Colosimo, Tom		ITI			x	
Dohey, Keith		THR				
Duford, Linda		THR				
Goucher, Judy		THR	x	x		
Grant, Paul		NTPC	x	x		
Griffiths, Erin		Health		x		
Groenewegan, Jeff		THR	x	x		
Harris, Mark		DEA			x	
Humbke, Brandon		RCMP	x	x	x	
Jameson, Kandis		THR	x	x		
Larocque, Joletta		Housing			x	
Lester, Sandra		Seniors	x	x	x	
Martel, April		KFN				
McCowan, Norm		Lands		x	x	
Miller, Debbie		KFN		x		
Potter, Ross		THR	x	x	X	
Rohit, Chirag		PHO				
Ross, Wendy		WPFN	x	x	x	
Schaefer, Allan		INF	x	x		
Smith, Glen		THR	x	x	X	
Soucy, Jean		S/Slave	x	x		
Stanley, Ross		NUL		x	x	

27/04/2020

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Tybring, Heather		NTPC		x	X	
Whitlock, Greg		IFS	x		X	
Wilkins, Rob		Rangers, CCGA	x	x	X	
Willows, Brian		THR	x	x		
Wright, Travis		S/Slave				

#	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"> 5000 masks donated from Suncor 	<ul style="list-style-type: none"> Normal compliment of N95 masks, contingency of 20% Looking at a territorial stockpile and working with the federal government to discuss equal distribution and Federal stockpile. May be looking at a program to be able to sterilize used n95 masks with approval of a plan from the federal government. HRF Department to safely store used masks for possible reuse. 	6
		Inadequate supply of medical equipment to meet patient demand	<ul style="list-style-type: none"> Critical Patients would be transferred to Stanton. 	<ul style="list-style-type: none"> Arrangements with health center to accommodate isolation of patients if required 	6
		Inadequate human resources capacity to meet patient demand	<ul style="list-style-type: none"> Full complement of positions companywide until end of April and continuing recruitment. 	<ul style="list-style-type: none"> CEO to update mid-April on status for May 	4

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2	Public Health	Public infection through exposure at local businesses	<ul style="list-style-type: none"> • Social distancing controls in place. • Proper cleaning and disinfecting processes • Proper PPE by staff • Non-Essential businesses recommended by THR to close to public • NWT State of Emergency declared giving powers to enforce closure to public 	<ul style="list-style-type: none"> • Many businesses still open; are they essential? • Businesses are taking safety measures but how do we enforce compliance? Are they following proper protocol re: gloves/masks etc • WSCC not doing inspections EHO responsible for this however only 1 in Hay River • Town is compiling list of essential vs non-essential and what safety protocols are in place • Waiting for Dr. Kandolas office to hear about enforcement. • Erin will pass on to the EHO in regards to the grocery stores not having a standard on sanitization and running out of sanitizer. • The NWT health officer is recommending the use of cloth masks and Erin recommends following the health Canada recommendations. 	9
		Public infection through community spread	<ul style="list-style-type: none"> • Self-isolation requirements • Social distancing messaging communicated • No gatherings ordered, enforced and communicated • Screening is happening with volunteers and ambulance staff before arrival at the hospitals. 	<ul style="list-style-type: none"> • Reinforce the important everyone follows self-isolation protocols • Some communication on social media/bulletin boards • Should risk rating be higher? • Should there be a restriction on people coming into Hay River from Fort Resolution? 	4

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				Can food be shipped to that community?	
		Out of town / Territory workers transmit COVID into community	<ul style="list-style-type: none"> Do not permit non-essential workers into the NWT Develop and enforce restrictions for out of town / territory essential services employees. Work only allowances. All Medical essential services are coming in and going straight to work but they are self-monitoring with masks and self-isolating when not at work. 	<ul style="list-style-type: none"> Gov't depts still carrying on their work and bringing in outside workers – this is problematic Need to enforce the restrictions The Chief Public Health Officer announced there will be enforcement brought in to support 	6
		Public infection through travel (international, interprovincial)	<ul style="list-style-type: none"> Close NWT borders to visitors and non-essential business 	<ul style="list-style-type: none"> Borders closed and working reasonably well so far Concerns raised around incorrect info on social media – should admins be contacted to monitor pages and remove incorrect info? Advise for everyone to refer to current/reliable sources i.e. GNWT/Fed Gov't 	2
	Seniors/ Vulnerable Population	Access to essential goods/services as well as COVID-19 information	<ul style="list-style-type: none"> Ensure networking is available for food supply Regular communication in place for COVID-19 Anglican Church is delivering baskets of foods The DEA is continuing to assist with hampers to vulnerable families. Receiving approx. 60 doz eggs from Polar eggs for distribution to seniors The lights on program is delivering food hampers. 	<ul style="list-style-type: none"> Seniors experiencing food shortages have been directed to appropriate organizations in territory for assistance Whispering Willows has prepped some food and handed out to those in need Still require guidance/communication on how to support seniors/vulnerable persons Strongly recommend a local 	4

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				<p>group to address the senior and at risk population.</p> <ul style="list-style-type: none"> It was crowded at the store as it was senior's day and there was regular shopping. 	
3	Protective Services (Medical / Fire)	Unable to meet first response demands due to limited personnel capacity	<ul style="list-style-type: none"> Maintain personnel schedule Discuss support allowances with employers Is there past members that could assist if needed? Reduce isolations through access to COVID testing Obtained 300 additional simple face masks. Provided inventory to MACA 	<ul style="list-style-type: none"> 65% available staff – 21 staff Temps and medical questionnaires completed daily by staff Treating each call as though they were exposed to virus FD members practicing extreme hygiene processes 	4
		Inadequate supply of PPE for first responders leads to reduce ability to respond to calls	1. Tapping into the Federal Government supplies that was announced	<ul style="list-style-type: none"> Have approx. 1 month supply of PPE Concerned re: getting more from fed gov't; have back up resources; Travis will also look into and keep them updated Also monitoring the landfill because of fire last year 	3
4	Electrical Power/NTPC	Reliable supply of electrical power not maintained due to supply chain restrictions	<ul style="list-style-type: none"> All NUL employees are working from home. Only flying via charter 	<ul style="list-style-type: none"> NUL/NTPC/ and CEA have mutual agreements in place to pull resources from outside or within the territory as needed. Currently have 2 days of fuel in the tank reserve and there is enough in storage to run for quite a while. 	2
		Reliable supply of electrical power not maintained due to insufficient human resources	<ul style="list-style-type: none"> 		2

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		NTPC Update	<ul style="list-style-type: none"> NTPC has all staff working remotely from home Work crews following social-distancing/isolation protocols 	<ul style="list-style-type: none"> Critical projects ongoing Majority of external contracts have left NWT Mutual Assistance agreement signed if required Taltson shutdown planned for next year 	
5	Food and Supplies Security	Inadequate food supply due to supply chain restrictions	<ul style="list-style-type: none"> Secure local food supply through NIFTI, Polar Eggs, Gardens Reached out to ITI to lift bands to come across the border – They are running with food security including discussion with commercial fishers 	<ul style="list-style-type: none"> Grocers should have min 30 day supplies in warehouse Recommend speaking to grocers re: extra water in case of sudden water demand due to river breakup The town could offer space for non-refrigerated items Reached out to the grocers about their supply and stock in regards to break up There are some products that are backed up but most of the products are coming in regularly. Sandra to confirm with Jeff if 	2
		Unable to meet public food supply demand due to hoarding purchases	<ul style="list-style-type: none"> Grocers limit purchases have been lifted, will put back in place if required 		2
6	Policing and Enforcement	Not enough capacity to enforce orders and public security	<ul style="list-style-type: none"> Continue working with EHC, WSCC & MACA to ensure enforcing can in fact be done – Lobby resources if needed Brought in a relief member from Yellowknife 	<ul style="list-style-type: none"> Contingency plans in place; additional members in division can be redeployed if needed Working with Public Health Officer re: Quarantine Orders RCMP can only offer assistance and this limited To date: RCMP has assisted with 1 inspection 	4

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				<ul style="list-style-type: none"> • There has been inspectors brought in and the RCMP will be assisting them to enforce the health orders • 	
		Inadequate supply of PPE for law enforcement leading to inability to respond	<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> • Currently have a good supply of PPE; headquarters in YK managing the inventory for HR detachment 	2
		ENR Update	<ul style="list-style-type: none"> • Office is closed to public • There will be officers once an order is put in by the Chief health officer • Developing safe work practices for workers during fire season. • There will be 3 officers in Hay River 	<ul style="list-style-type: none"> • Business as usual – is an essential service • Preparing for fire season • Available to address any wildlife concerns • Activating emergency call line May 1 • Enforcement work will continue through the summer. • The official appointments for some of the ENR staff to be sworn in as Inspectors will happen soon. They won't be on duty after training. • Training will start right away for the Health inspectors. 	2
7	Transportation	Airport and highways operational but with checkpoints in place to restrict access and document incoming traffic to community while ensuring self-isolation protocols are followed.	<ul style="list-style-type: none"> • Resources at checkpoints enforcing self-isolation protocols, confirming essential service transients and any associated protocols for essential service personnel. • Airports continue to operate supported by business continuity planning. • Other measures put in place 	<ul style="list-style-type: none"> • NWT borders closed a few weeks ago • Checkpoints in place and working well – Info is being relayed to health groups re: self-isolation forms etc... • Concerns surrounding border control at Fort Chipewyan after river breakup 	4

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			<p>to support compliance with PHO orders.</p> <ul style="list-style-type: none"> • Staff from INF are being redeployed to assist at the Airport to help with screening and collecting more information on people coming into Hay River. • The lands officers may be redeployed as well as the new COVID-19 Health Inspectors. 	<ul style="list-style-type: none"> • Winter schedule in place that offers social distancing – will most likely continue schedule through pandemic • Airport is still operational • There are about 50 MTS employees and 12 of those who are local employees and others are contracted workers. We could have 60+ individuals coming into Hay River for MTS and coast guard. • They have the camp in old town so the plan is to disperse these people into apartments and hotel rooms. • Are there other groups coming in from coast guard or MTS during the breakup as this may cause a conflict in housing? Robert Bouchard to follow up with MTS and Coast guard. 	
8	Emergency Services	High water levels associated with river break-up force evacuation of Vale Island Residents	<ul style="list-style-type: none"> • Form committee to develop evacuation plan that considers COVID requirements • Evacuee transportation services in place • Evacuee dedicated accommodations established • Food and goods supply services in place • Help from the National Defense • Early Communications to residents to make a plan in case of evacuation • Public notice was issued 09/04/20 on planning for 	<ul style="list-style-type: none"> • Meeting today at town office to discuss evacuation procedures etc. • Identifying resources and working through processes; planning to have more information for the plan end of next week and ready to execute • Is arena an option to house people in the event of an emergency? • Had an internal planning committee and ensure safe practices are in place. 	6

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			<ul style="list-style-type: none"> potential flood. Monitoring equipment has been placed 	<ul style="list-style-type: none"> Beginning to execute the plan. Updating information packages and options for circulating. Identified back up for planning team members. Setting up a virtual command center. Will begin surveying residence on vale island 	
9	Water and Waste Services	Not able to provide safe delivery of water due to human resource restrictions	<ul style="list-style-type: none"> Train additional Town Staff on water treatment Recreation Staff with past experience 	<ul style="list-style-type: none"> Business as usual while practicing safety protocols Back-up available if needed due to staffing shortages Mike Auger to develop plan for monitoring for turbidity related to break up 	3
		Unable to provide garbage collection due to human resource restrictions	<ul style="list-style-type: none"> Train additional workers on required equipment Install drop-off bins around town Open landfill to allow residents to drop off at no charge 	<ul style="list-style-type: none"> Re-iterated planned mitigation points 	2
		Unable to provide road clearing and maintenance services due to human resource restrictions	<ul style="list-style-type: none"> Train additional Town Staff on equipment Perform only minimal work to ensure safe passage for emergency vehicles 	<ul style="list-style-type: none"> Same safety protocols in places as noted above 	2
10	Fuel Supply	Inadequate local fuel inventory may impact essential service operations	<ul style="list-style-type: none"> Discussions with local fuel suppliers quarantine fuel supply for emergency purposes 	<ul style="list-style-type: none"> No issues currently, fuel trucks still delivering Ross Stanley noted we have fuel in storage in the case the trucks stop. 	2
11	Economic Stability	Businesses experience operational cashflow	<ul style="list-style-type: none"> Communications re: what federal plans are available Have a meeting with 	<ul style="list-style-type: none"> Fed Gov't have economic initiatives in place 	6

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		issues impacting sustainability	<p>Chamber to understand needs and options - ITI to attend</p> <ul style="list-style-type: none"> • There are federal and territorial programs in place. CERD. • 	<ul style="list-style-type: none"> • Need to communicate info to public via social media/bulletin boards • 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 • Will be finalizing the documentation for people that have been accepted into the emergency loan program • How can we communicate to help people who need assistance and can't afford food? Kandis will touch base with Michelle Stephens (the new head of the soup kitchen) and possibly the friendship center to look into this. 	
		Employees are laid off and cannot afford to cover personal expenses	<ul style="list-style-type: none"> • Communications re: what federal plans are available 	<ul style="list-style-type: none"> • 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 	9
12	Public Housing	<p>Not able to do Emergency repairs to housing home</p> <p>Housing vulnerable people in the community</p>	<ul style="list-style-type: none"> • All housing staff are working from home • 18 rooms are reserved with a 27 room capacity at the North Country inn for vulnerable people to self-isolate • Getting vacant units up and operationalized. Only doing health and safety repairs 	<ul style="list-style-type: none"> • District office and serve 7 communities • The EMO is looking to put some security in place to assist • The people on income assistance have received an additional \$500 as well as their April payments so they should be able to afford food. 	Rating Required

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				<ul style="list-style-type: none"> The NWT housing Corp purchased beds from the AWG. The plan is to place them in 3 empty units. We have 1- 3 bedroom and 2- 2 bedrooms. Does the Town of Hay River have access to cots and mattresses from their AWG? How many are available and what is the cost? 	
		People not being able to access the Emergency home repair program	•	•	Rating Required

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