

# COVID-19 Live Response Framework



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## PURPOSE

This Live Response Framework (“LRF”) pulls together existing WFN COVID-19 prevention, planning, response, and recovery measures in an easily accessible format, and is a tool that can be used to identify and address any gaps in our response measures.

Throughout the COVID-19 pandemic, Westbank First Nation (“WFN”) has been working with public health information and organizations to make decisions that balance our need to provide services while maintaining the health and safety of our Members, Workers, and community members.

The extent of control measures outlined in this LRF will depend on the level of risk to the health and safety of Members, Workers, and other visitors to our facilities. An important part of the LRF is to ensure all groups and functions are identified and assessed for their level of risk. Appropriate protective measures will vary according to the level of risk and kinds of activities a Worker performs.

## WFN FACILITY STATUS

WFN facilities are operating in **Phase** \_\_\_\_\_ of the Phased CDE Facility Operations Guide ([see Appendix A](#)), with the following exceptions:

Archeology Building	OPEN	Community Services	OPEN
Gymnasium	CLOSED	Lindley Building	OPEN
Museum	CLOSED	Pine Acres Home	OPEN
Russell Building	OPEN	Sensisyusten House of Learning	CLOSED
Westbank Child Development Centre	CLOSED	Youth Centre	CLOSED

Facility	Details of Exceptions
Gymnasium	CLOSED - with exception of Sensisyusten uses of the facility with our Facility Operators onsite

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## HEALTH INFORMATION

### Health Hazards

COVID-19 is a global pandemic and a public health emergency in British Columbia. SARS-CoV-2 is a virus that can cause the respiratory illness COVID-19. This illness can lead to hospitalization and death. The effects of COVID-19 are expected to be much more severe than for seasonal influenza because most people will not have any immunity to the virus. Although seniors and people with underlying health issues (including heart disease, diabetes and lung disease) are at a higher risk of developing severe complications, including hospitalization and death, young and healthy people are also at risk for contracting COVID-19.

### Symptoms

COVID-19 symptoms are likely to include fever above 38C, extreme fatigue, cough, sneezing, sore throat, difficulty breathing and loss of smell. For more information please consult [Appendix B](#).

### Transmission

The predominant mode of transmission of COVID-19 is via respiratory droplets during close, unprotected contact. Other possible routes, include contact and airborne, all of which need to be controlled.

### **Droplet**

- Direct contact from breathing droplets in the air that have been generated when people cough or sneeze within close proximity;
- The majority of cases have been linked to person-to-person transmission through close direct contact with someone with respiratory symptoms;
- Droplets have the potential to be propelled for varying distances;

### **Contact**

#### **Close contact**

Close contact refers to physical contact with another person, for example shaking hands or hugging. When people cough or sneeze droplets may deposit on their skin or clothing, especially if they cough or sneeze into their hands. People who are carriers of COVID-19 may transfer the virus from their hands or clothing to others during close contact.

#### **Surface contact**

Surfaces can become contaminated when droplets carrying COVID-19 deposit on them, or when they are touched by a person who is infected. Surface contact involves a worker touching a contaminated object such as a table, doorknob, telephone, or computer keyboard or tool, and then touching the eyes, nose, or mouth. Surface contact is important to consider because SARS-CoV-2 can persist for several days on surfaces.

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## Airborne

Droplets suspended in air over long distances and time. This has not been a common mode of transmission for COVID-19.

People who are exhibiting COVID-19 symptoms should stay home and call the WFN Health Team at 250-768-0227 to make an appointment to be tested. COVID-19 can be transmitted even by people who are not displaying symptoms of the disease. High viral loads have been identified in individuals who were asymptomatic or pre-symptomatic. Those who should be tested for COVID-19 include anyone who:

- has or has had symptoms of COVID-19 in the past 10 days;
- has travelled outside of Canada within the previous 14 days;
- lives with or has been in close contact to someone with COVID-19 (presumed or confirmed) within the past 14 days.

## **SAFETY PRACTICES AND PRECAUTIONS**

### **Good Hand Hygiene**

Hand washing is one of the best ways to minimize the risk of infection. Proper hand washing helps prevent the transfer of infectious material from the hands to other parts of the body – particularly the eyes, nose and mouth – or to other surfaces that are touched. For more information about proper handwashing techniques, please consult [Appendix C](#).

Wash your hands immediately:

- Before leaving a location and after entering a location;
- After handling materials that may be contaminated; and
- Before eating, drinking, smoking, handling contact lenses, or applying makeup.

Use soap and warm running water; it does not have to be hot to be effective. **If water is unavailable**, use a waterless hand cleanser that has at least 70% alcohol. Follow the manufacturer's instructions on how to use the cleanser. Wash and rinse your hands for at least twenty seconds. Workers should avoid touching your face, nose, and mouth and avoid rubbing your eyes. Dispose of anything that meets your mouth such as tissues or plastic eating utensils.

### **Cough and Sneeze Etiquette**

Cough/sneeze etiquette, which is a combination of measures that minimizes the transmission of diseases via droplet or airborne routes. Cough/sneeze etiquette includes the following components:

- Cover your mouth and nose with a sleeve or tissue when coughing or sneezing;
- Use tissues to contain secretions, and dispose of them promptly in a waste container; and

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- Turn your head away from others when coughing or sneezing.

## Health Verification and Screening

If you find you have developed flu-like symptoms including fever, cough, sneezing, sore throat, you should:

- Complete the self-assessment via [bc.thrive.health/covid19](https://bc.thrive.health/covid19); and
- Call 8-1-1 for further review and/or call their doctor for direction

You may need to isolate for 10- to 14-days at home, depending on the outcomes and advice of the above.

## Social and Physical Distancing

You are strongly encouraged maintain at least six (6) feet or two (2) meters away from other people. Large group congregation should be avoided. WFN will strive to limit groups of people coming together in our facilities. Workers and visitors should not congregate at the entrances, work areas, washrooms, or any other location while attending a WFN facility. WFN will ensure that potential transmission while attending our facilities is minimized.

## Cleaning and Disinfecting

Extensive cleaning and sanitizing of work areas is occurring in all WFN facilities. Hard surfaces, vehicles, tools, meeting rooms, and hard porous surface areas will be cleaned before and after use on a regular basis. Approved disinfectants will be used as recommended by Health Canada. Hand sanitization stations have also been installed throughout WFN's facilities.

## Self-Isolation

In the event you have contracted COVID-19, been exposed to COVID-19, or potentially exposed to COVID-19, you are strongly encouraged to self-isolate and follow any other recommendations made by healthcare providers.

## **BUSINESS CONTINUITY AND ESSENTIAL SERVICES**

WFN has made significant efforts to ensure the business continuity of our government throughout the pandemic, with a focus on being able to continue to provide essential services to our Members and community. Staff providing these services have received training on the implementation of COVID-19 protocols, which include enhanced cleaning/sanitization activities and enhanced Personal Protective Equipment measures while performing their duties. WFN is committed to ensuring our most vulnerable Members, in particular our Elders, are subject to as minimum disruption in service provision as a result of COVID-19. Plans have been implemented to ensure health services, both in-home and at Community

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Services, continue to be available. Patient transportation plans have been arranged, as have alternate service delivery plans for services such a meal preparation, which previously occurred in-home for clients, but now occurs at a WFN facility and is delivered to client’s homes. Weekly check-ins with our Elders and other vulnerable Members of the community have been occurring since the pandemic was announced, and will continue until the pandemic has ended. Open and frequent communication with the Membership is essential to ensure WFN is meeting the needs of our community.

## TESTING STRATEGY

WFN staff will ensure alignment with Interior Health /Provincial guidelines for self-isolation requirements, which is currently mandated as 14 days.

The ABBOTT ID NOW, our rapid testing machine, can give **false positives** when testing **asymptomatic** individuals. If an individual receives a positive test then **another confirmatory test must be sent to provincial labs**. Individuals are instructed self-isolate until test results comes back.

Staff will continue to work with the local Centre for Disease Control unit in regard to positive cases and contact tracing. Documentation of all testing performed will be retained by the WFN COVID testing team.

At this time, WFN’s testing strategy is as follows:

Phase 1			
Groups	Rationale	Optimal testing time	Amount of testing
Symptomatic WFN members/ staff / Pine Acres/ community members	Can identify COVID cases sooner; Can start contact training sooner; Decrease the amount of contact risk.	Within first 7 days of onset of symptoms	<ul style="list-style-type: none"> <li>• Need research (offer testing post 10 day isolation)</li> <li>• currently not testing for cure in BC</li> </ul>
Individuals who are a direct contact of a positive case	Decrease the amount of contact risk .	Within 7 Days of last contact	<ul style="list-style-type: none"> <li>• No need to retest unless symptomatic</li> </ul>
WFN Health Staff who are testing/seeing clients (Currently 6 staff)	Pro active prevention early identification if positive cases; Community safety assurance.	Weekly testing at start of work week 8:30 Mondays	<ul style="list-style-type: none"> <li>• Weekly testing</li> </ul>

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Phase 2 Preventative			
Groups	Rationale	Optimal testing time	• Amount of testing
WFN Homecare Staff (3 staff)	Pro active prevention early identification if positive; Community safety assurance.	Weekly testing at start of work week 8:30 Mondays	• Weekly testing
Pine Acre's Staff (90 staff)	Pro active prevention early identification if positive; Community safety assurance.	Initial test and as needed	• TBD
WCDC staff (10 staff)	Proactive approach reducing risk to vulnerable population.	Initial test and as needed	• Prior to re opening
Sensisyusten staff (19 staff)	Proactive approach reducing risk to vulnerable population.	Initial test and as needed	• Start of each school term
Early Years ASP Staff (3 staff)	Proactive approach reducing risk to vulnerable population.	Initial test and as needed	• Prior to reopening
WFN staff who are working in the <b>office or with the Membership / public</b>	Pro active prevention early identification if positive; Community safety assurance.	Initial test and as needed	• TBD
Youth Center Staff	Proactive approach reducing risk to vulnerable population.	Initial test and as needed	• TBD

### CONTACT TRACING PROTOCOLS

To better support our Members and community, WFN has established its own contact tracing protocols, allowing us to respond to a positive test or potential exposure event more efficiently and effectively than Interior Health's contact tracing team alone.

In addition to our own contact tracing efforts, WFN liaises directly with the Interior Health contact tracing team to track community members' movements while potentially contagious, these can include health facilities, schools, daycares, and other locations in and outside the community.

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If you have been contacted by either the WFN or Interior Health contact tracing teams, you are encouraged to comply with all recommendations made in regard to your next steps.

More details regarding WFN's Contact Tracing Protocols can be found at [Appendix D](#).

## SELF-ISOLATION SUPPORTS

Any Member or WFN staff required to quarantine or self-isolate as a result of a positive test, confirmed exposure event, potential exposure event, essential travel, or as a result of being immunocompromised, should contact the Community Services Health team to get further information about the supports and resources that are available. These include, but are not limited to, daily telephone health checks, delivery of self-isolation kits, access to mental health supports and resources, and arranging medical visits.

## VACCINATION STRATEGY

WFN has been working closely with Interior Health and the First Nations Health Authority to confirm the process and priority for the delivery of COVID-19 vaccines.

Based on the information available at this time, the attached WFN Vaccination Strategy has been developed, located at [Appendix E](#).

Once WFN has received confirmation on when the vaccine will be available, clinic dates times, locations, and eligibility will be announced.

Health Team will track immunization numbers and report to Interior Health (Panorama).

## INCIDENT COMMAND TEAM

Pursuant to section 3 c) of the *2018-01 Emergency Management Policy*, WFN will manage escalating emergency incidents, including a communicable disease outbreak, using the British Columbia Emergency Management System. WFN has internally designated the following Workers to take the below roles on the COVID-19 Incident Command Team:

- |                        |   |
|------------------------|---|
| ❖ Incident Commander   | - Director of Operations/CAO, Simon Melanson          |
| ❖ Community            | - Director of Community Services, Maria Reed RN, BScN |
| ❖ Communications       | - Director of Communications, Mandi Carroll           |
| ❖ Operations/Logistics | - Director of Development Services, Joe Mocilac       |
| ❖ Planning             | - COVID Coordinator, Catherine Mutter, BScN RN        |
| ❖ Finance              | - Director of Finance, Alix Larson                    |

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## ❖ Health

- Senior Manager, Health and Wellness, Rylan Kerber

Throughout the COVID-19 emergency, WFN has been coordinating with the Interior Health Emergency Operations Centre on implementing our pandemic preparedness response plan. Any new information that becomes available from Emergency Operations Centre activity will be communicated to the Membership and staff by the WFN Communications team.

At a minimum, Community Services will be stocked with a 4-6 week supply of Personal Protective Equipment, to ensure WFN staff are protected while continuing to provide essential services to the community. These items will be appropriately cost coded and will consist of no less than:

- Gowns 180
- Masks 360
- Gloves 4 boxes small; 6 boxes medium; 4 boxes large; 2 boxes extra large
- Face Shields 180 – disposable
- Sanitizer 30 units
- Cavi Wipes 30 units

In a timely manner after the COVID-19 pandemic has been declared to be over by the appropriate Medical Health Officer, the Incident Command Team will hold a critical incident debriefing session for all team members to assess the effectiveness of WFN's response, and revise the plan as necessary for the future. Specifically, they will discuss COVID-19's impact on the Membership and community, and make arrangements for the return of any community members who may have been out of the community in hospital or at other care sites. This assessment will also include a review by the Director of Finance of the financial impact COVID-19 had on our government.

For more information, please see [2018-01 Emergency Management Policy](#) or the [Central Okanagan Regional District Emergency Management Plan](#).

### **VOLUNTEERS**

Throughout the pandemic WFN has made every effort to continue to provide as many services to our Members and community as possible, with a priority being placed on essential services such as healthcare, utilities, public works, and our frontline reception workers. So far, WFN has performed well at this task; however, in the event that COVID-19 diminishes the capacity of our staff to an extent that the provision of essential services is at risk, some Members have volunteered to work with WFN to ensure those essential services continue to be available. Members have also volunteered to facilitate the provision of services and resources to those Members and staff who are required to self-isolate and quarantine. Should you wish to volunteer, please submit your name and contact details to Karlynn Schoene [250-870-2553 or [kschoene@wfn.ca](mailto:kschoene@wfn.ca)].



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## OTHER RESOURCES

FNHA Influenza (Flu) Information

<http://www.fnha.ca/what-we-do/communicable-disease-control/influenza-information>

BC Health Links

<http://www.healthlinkbc.ca/healthtopics/content.asp?hwid=hw122012>

<http://www.healthlinkbc.ca/healthfeatures/flu.html>

The British Columbia Centre for Disease Control (BCCDC)

<http://www.bccdc.ca/health-info/diseases-conditions/influenza>

Flu Resources and Fact Sheets

<http://www.healthlinkbc.ca/healthfiles/series.asp#Flu>

PHAC

<http://healthycanadians.gc.ca/diseases-conditions-maladies-affections/disease-maladie/flu-grippe/index-eng.php>

Immunize BC

<http://www.immunizebc.ca/diseases-vaccinations/influenza>

BC's Pandemic Influenza Response Plan (2020)

<http://www.health.gov.bc.ca/pandemic/planning.html>

Self-isolation Information

<http://www.bccdc.ca/health-info/diseases-conditions/covid-19/self-isolation>

Mask Information

<https://www.canada.ca/en/health-canada/services/drugs-health-products/medical-devices/masks-respirators-covid19.html#a3>