

Date: 16th February 2021

Venue: MS Teams

Time: 0800-0900

Attendees Glenn Thompson, Dave Woon, William Pike, Jason Hill, Mike Balmer, Phil Marsh, Harry Howard, Darrin Woods, Jeff Maunder, Katie Shaw, Kim Wright, Aaron Waterreus, Duncan Henry, Tom Kiel, Alan Collett, Craig Gold, Cam Grylls

Minutes: Tom Kiel

Action Point #	Description	Responsibility	Update Timeframe
	Update the SDPPP to clarify actions regarding High Risk Personnel and clarity to who falls into this category	JH, AL, CG	In Progress
	Official guidance required through National Capability on APR stance	GT	In Progress
	Further clarification of stance on Career staff that are also volunteers	GT	In Progress
	Further clarification of stance on Volunteers staying on station (West Harbour & Silverdale)	GT	In Progress
	Updated context around Vaccine Roll-out required – Group 1 unchanged – however there is still uncertainty around the scheduling of Group 2	TK	In Progress
	Action Point: Liaise with Communications Team regarding capturing COVID questioning in future FENZ release	TK	In Progress
	Action Point: Te Upoko to bolster some stock levels	DH	In Progress
	Action Point: Work through planning for potential surge of PPE for Te Hiku	DH	In Progress

	Action Point: Seek guidance from SDLT on Area Management involvement at Gold Star functions	TK	In Progress
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Update from Health Liaison – Cam Grylls

- Comms still ongoing between St Johns/WFA and FENZ regarding use of Incident Ground Radios – AC requests to be included in future correspondence
- Context around St Johns and WFA protocols, whereby COVID questioning at their Comcen, has ceased

Note: Risk awareness for Operational Staff responding to Code Purple medical calls – COVID questioning is imperative on arrival as it has not been done by Ambulance Comcens

Action Point: Liaise with Communications Team regarding capturing COVID questioning in future FENZ release

Update from SDCC – Glenn Thompson

- Update to PPE:
 - The intent is to have stock levels across the country to sustain operations based on 2020 COVID AL4 and hold 6 months stock, this rationale incorporates inheriting 5% of Ambulances incidents. Stock levels currently sit at:
 - N95 Masks – 100%
 - Coveralls – 70%
 - Long Cuff Gloves (representative of highest use sizes - L, XL) – 60%
 - Glasses – 80%
 - Goggles and Short Cuff Gloves – significant
- Regional Equipment Representatives met yesterday and are happy with current stock levels

Action Point: Te Upoko to bolster some stock levels

Action Point: Work through planning for potential surge of PPE for Te Hiku

Note: The National Commander has advised that:

- West Harbour/Silverdale Volunteers can stay on station under AL3
- Career staff can continue to respond in their Volunteer roles under AL2/3

Note: This stance is strongly opposed by the NZPFU and seen to be against the SDPPP's

- The National Commander and the Secretary of the NZPFU met yesterday to discuss the topics above

- Work is ongoing to strengthen the wording in the SDPPP's around high risk personnel
- Decision on APR's from the SDCC is within the scope of COVID, APR's are not to be shared use

Update from Te Hiku - Dave Woon/William Pike

- Working through staff and area management questions regarding people remaining at work
- Seeking continual clarification around topics affecting Auckland Service Delivery:
 - West Harbour/Silverdale occupancy
 - Career staff responding as volunteers
 - How >70s fit within the high-risk framework

Update from Nga Tai Ki Te Puku – Jeff Maunder

- PPE and Brigade Dashboard are running and have been checked

Update from Te Upoko – Jason Hill

- Wainuimata Volunteer Brigade currently have a member who was tagged in current contact tracing – their partner is showing cold and flu like symptoms
- They have undergone COVID testing and are awaiting test results
- SDCC is following up with Public Health to expedite the results of these tests
- Area 15 Management are working through the COVID Risk Assessment Framework in liaison with Safety and Wellbeing

Update from Te Ihu – Mike Balmer

- SDCC should be the one source of truth for delivery COVID specific correspondence to the wider organization
- The Region Lead team should be stood up for discussion and awareness of significant information releases to the wider organization
- There has been confusion created by some of the correspondence by the Chief Executives statement to encourage people to work from home and how this misaligns with the SDPPP in certain user cases. Clarification was provided.
- Seeking clarity on Area Management involvement at Gold Star functions

Action Point: Seek guidance from SDLT on Area Management involvement at Gold Star functions

- Agrees with conflicting intent between maintaining station bubbles between career and volunteer stations – regarding career staff responding as volunteers

Update from Te Kei – Phil Marsh

- Nothing to report

Update from Katie Shaw

- ELT are interpreting the Prime Ministers advice 'where possible to work from home' and chosen to align to this intent regarding non-operational staff

Update from Workforce and Capability - Kim Wright

- National Training is mimicking the Government stance on no restrictions to regional travel

Update from Alan Collett (NZPFU)

- Raised strong opposition to the National Commanders stance on:
 - occupancy of West Harbour and Silverdale Volunteer Stations
 - career staff breaking bubbles to respond in volunteer roles

Update from CCMG – Aaron Waterrus

- Working through complexities of Newlands IT Hub maintaining capability and being collocated with a Volunteer Station

Update from Darrin Woods (RPA)

- Where are things at with M5 SOP-P Fire Permitting, advice and fire hazard, this needs finalizing and releasing

Update from Harry Howard (UFBA)

- Ambulance IGC would be beneficial outside of the COVID environment also
- Question: how many career staff respond as volunteers also? AC – approximately 50 – 60

Update from Duncan Henry (NCC)

- Awareness needed that on the Brigade Dashboards – colour codes are still manual and guidance on the criteria will be send out

Meeting close: 0900

Next meeting: 0800 Tuesday 17/02/2021

Lesson observations forms

Link to coordination centers lesson observations form

<https://forms.office.com/Pages/ResponsePage.aspx?id=pX8-1gNx0GqJPcLmylgxuPVTPK2LPIEo6UljSu2bRBUQTRMVEQyVUFPUew3UNZSVI3S1NRFJINiQIQCNOP>

