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Burlington COVID-19 Task Force

Action Items and Meeting Minutes - April 7, 2020

1. Action Items Arising
2. Detailed list of fundraising opportunities and community resources, for sharing
3. Detailed Discussion Minutes
4. Next meeting: to be confirmed via Doodle poll. Via Zoom, login to follow.
5. Attendee List

Action Items Arising

| | | |
|---|---|--|
| 1 | School board, hospital, city continue discussion on redeploying staff to assist (caretaking, facilities, patient transportation, volunteer management, security); Outreach to hotels via Amber; Mayor to create a joint Operations/Response Coordination team | Eric Vandewall, JBH Stuart Miller, HDSB Patrick Daly, HCDSB Tim Commisso (or designate), COB Marianne Meed Ward, COB Nicole Barich-Williams/Michelle Dwyer, COB Amber Rushton, BFD |
| 2 | Share the news in your networks/newsletters about fundraising opportunities and the Help in Your Community directory from the Burlington Public library (List & links below) | EVERYONE Lisa Kearns, COB will liaise with council members to ask them to include information in their newsletters |
| 3 | Tag @cityburlington on social feeds so we can amplify your messages | EVERYONE |

| | | |
|---|---|--|
| 4 | <p>Communicate out to businesses - can you retool to produce PPE? Donate PPE?</p> <p>Instead of offering food/coffee directly, can you provide gift cards for health care workers.</p> <p>Offers of help can be funneled back through COVIDdonations@josephbranthospital.ca or (905) 632-3730 x1314 at hospital unless otherwise noted</p> | <p>TEAM Burlington members via their communications channels</p> <p>Karina Gould, MP will put any business in direct touch with federal Ministers for help retooling</p> <p>Amber Rushton, BFD to connect with Starbucks and connect them to Anissa Hilborn, JBH foundation regarding gift cards, not coffee</p> |
| 5 | <p>Ask for volunteers for various needs from their groups, and funnel back through Nichole Bariche/Michelle Dwyer, COB</p> | <p>Dan VanderLelie, BFD</p> <p>Osob Abdulleh, Halton Islamic Foundation</p> |
| 6 | <p>Coordinate food storage space and transportation needs, if any, for Burlington Food Bank with city (Community Centres), Food for Life, NUVO Network</p> | <p>Robin Bailey, BFB</p> <p>Allan Magi, COB</p> <p>Graham Hill, Food for Life,</p> <p>Angelo Bentivegna, trucking/storage contacts</p> <p>Shawn & Bridget Saulnier, NUVO Network</p> |
| 7 | <p>Burlington Foundation: accepting applications from agencies involved in COVID19 outreach to the community, up to 15k grants available.</p> <p>Link below.</p> | <p>Colleen Mulholland, BF</p> <p>EVERYONE - share the news and ask agencies to respond.</p> |
| 8 | <p>Hassaan Basit will put out a call for volunteers, including ski instructors trained in first aid, once volunteer needs and onboarding process are identified by local healthcare staff. Offered exclusive access to front line health care workers and their families to one CH park during designated times. Link to be shared with hospital once this option is available.</p> | <p>Eric Vandewall, JBH</p> <p>Hassaan Basit, Conservation Halton</p> |
| 9 | <p>Fundraising for hospital</p> | <p>Angelo Bentivegna, City Councillor</p> |

List of Fundraising and Community Support Links and Resources:

A. Make a donation:

United Way Halton & Hamilton

UWHH: has established the Local Love in a Time of Crisis: COVID-19 Emergency Fund to help support our community's most vulnerable in this challenging time. The Fund is intended to provide monetary support to community-based agencies in adapting to the COVID-19 pandemic, who are supporting individuals and families experiencing poverty, isolation, and other difficult realities. In Phase 1, already underway, funds will be directed towards agencies providing basic needs (food, personal protective equipment, hygiene products, baby products, etc.) and will only be open to UWHH-funded agencies.

Phase 2 will include an open call to all non-profit agencies in the Halton & Hamilton regions, focusing on supporting seniors, and Phase 3 will be an open call to all non-profits in the Halton & Hamilton regions for those providing services that align under any of the following categories: mental health supports, basic needs, and agency capacity. United Way Halton & Hamilton will then continue conducting intakes on a rolling basis when possible within the funds available, under Phase 3.

[United Way of Halton & Hamilton](#)

Agencies not currently funded by United Way Halton & Hamilton should contact Kirstin Webb at kwebb@uwhh.ca

Joseph Brant Hospital

Critical funds are required now to respond quickly to fast-evolving needs as the impact of this virus grows. Your donation will support the hospital and our staff as they respond to the COVID-19 outbreak. There are several initiatives in support of Joseph Brant Hospital Foundation to raise funds.

[Joseph Brant Hospital Foundation](#)

B. Volunteer/Get Help

Burlington Public Library

There are multiple opportunities available to volunteer, and the Burlington Public Library has created a comprehensive list of supports available, as well as volunteer opportunities. If an initiative you know about isn't listed, please contact BPL to add it:

[Burlington Public Library Community Help Directory](#)

C. Apply for a grant

Burlington Foundation

Burlington Foundation with generous support from Pioneer Energy, has established the Covid-19 Pandemic Response Fund with an initial \$100,000 commitment. This emergency fund will provide grants to qualified organizations supporting community members most impacted by the Covid-19 crisis, expanding local capacity to address the severe impacts of the pandemic.

Pandemic Response Grants will be provided to local agencies on the front-line that are serving high need, vulnerable people and families including those experiencing food insecurity, isolated seniors, childcare supports, disability, mental health and safe housing.

If you have any questions regarding eligibility, please contact us at 905-639-0744 x222.

[Burlington Foundation](#)

D. Additional Resource Links:

[Burlington Food Bank](#)

[Food for Life](#)

[ROCK \(Reach Out Centre for Kids\)](#)

[TEAM Burlington Business Support](#)

Detailed Discussion Minutes:

The Mayor made opening remarks just past 5:00 p.m., welcomed everyone and thanked all participants for their interest, enthusiasm and attendance.

She then passed over to Eric Vandewall of Joseph Brant Hospital for remarks.

Eric Vandewall of Joseph Brant Hospital gave a high-level update of what is happening at the hospital:

- Active screening has been implemented along with reduced access to the hospital for visitors to keep staff and patients safe
- They have eliminated elective clinics and elective surgeries to create as much space as possible for COVID-19 patients during the anticipated surge
- Assessment center (through public health) has been implemented for testing
- They are discharging as many patients as possible who can be cared for in an alternative setting
- The hospital is now sitting at 68% occupancy and is normally 100-110% at this time of year
- Surge plan includes hospital itself including ICU and acute care capacity + offsite options (hotel being looked at) for non-COVID19 patients
- Also have about 89 beds in Pandemic Response Unit (PRU) on track to be completed construction by this Friday
- They are working on hiring more staff
- They still in need of help with staffing and transportation, gift cards for staff rather than actual food/drink, and volunteers
- Biggest need is that they are looking for more Personal Protective Equipment (PPE) - masks, gowns, gloves, etc.
- Expecting surge of COVID-19 patients to potentially peak by end of April

Stuart Miller of HDSB spoke:

- Discussed the possibility of redeploying caretaking staff to Joseph Brant and connected but waiting to hear back from stakeholders/union
- HDSB are prepared to do whatever they need to do. Work has to be done with unions but they're open to make that happen.

Patrick Daly of HCDSB spoke:

- Also happy to help out as well and following similar protocols to make it happen.

Tim Commisso of City of Burlington spoke:

- He can take back that need to the City's Emergency Control Group (ECG) and get back on that item
- He suggests that Amber also add accessible transit to our ECG list of items and plan to discuss with our transit director

Eric Vandewall spoke again:

- Janitorial support would be helpful, including in the hotel space they're looking at
- Bus drivers who may be able to volunteer to move supplies between hospital and locations would be good
- Looking for accessible transportation support to move patients
- Security staff would also be helpful for hotel space as well (looking to transfer 60 patients)
- He surfaced the growing need to keep people WELL at home - the elderly, vulnerable, those with comorbidities, let's think about how we can organize as a community to provide volunteer services that can connect them with groceries, medications, conversations to avoid social isolation, people being transitioned out of the hospital too, not just those already at home managing their conditions on their own at this time.

Mayor then opened the floor to all attendees to speak on their needs, programs, and ability to help (in alphabetical order of their organization's name):

Judy Worsley, Aldershot BIA:

- Reminder that St. Matthews Church in Aldershot is offering collection/delivery of food to Burlington Food Bank

Carla Nell, Chamber of Commerce:

- Partnerships are taking place between all TEAM Burlington groups to coordinate communications to and for all businesses, and coordinate business offers to support with volunteers and supplies
- They can circulate asks as well
- Eric asks her to ask local businesses for PPE or to retool and produce masks locally with help of federal and provincial programs - and donations of \$ to hospital as it's better to support staff via gift cards for restaurants for staff to grab meals for themselves or their families than bringing food right in

Anita Cassidy, Burlington Economic Development:

- Proud of the amount of retooling that's happening with lots of companies locally offering to do that and connecting into federal and provincial governments to make that happen
- Also spoke to the virtual business forums that are happening to support local businesses

Rev. Rob Thomas, Burlington Fire Department

- Gave everyone a heads up that they are in a bit of a pastoral holding pattern - not engaging much as they normally would as they can't go into hospitals and nursing homes and it's even difficult as well to go to people's residences.
- Addressing things on a case by case basis. They are doing calls when they can.

Amber Rushton, Burlington Fire Department

- Raised the hotel issue for Joseph Brant and mentioned that IHG is willing at looking at a monetary donation and leveraging hotel space if needed
- Eric told her to direct them to his office
- She also mentioned a director at Starbucks has reached out to provide coffee to all hospital staff so she will direct them to Anissa and mention that gift cards are easier
- Mentioned the Community Risk and Vulnerability branch of the Emergency Response is plotting community impact and risk and look at deploying resources and she'll keep this group informed

Dan VanderLelie, Burlington Firefighters Association

- He can pull from his membership and put people together for a volunteer list and let Amber Rushton know as she is working with Nicole/Michelle Dwyer at City of Burlington to put together a volunteer database

Robin Bailey, Burlington Food Bank

- They are seeing tons of community support and are preparing for any bigger demand that comes
- He'll escalate any needs for volunteers
- Pointed out they may need space for storage of skids of food to hold - mostly non-perishable
- Mayor suggested maybe one of our community centres
- Allan Magi on the call will circle back on this and raise at next ECG meeting

Colleen Mulholland, Burlington Foundation:

- They have launched a Pandemic Response Fund with a funding donation of \$100K to support those most vulnerable and most affected by COVID-19
- They will be looking to disburse those gifts by third week of April and max gifts are \$15K
- Let her know of any agencies that have need - she'll connect offline with Graham Hill to coordinate support financially

Gerry Smallegange, Burlington Hydro:

- Nothing to add at this time but Mayor Meed Ward thanked Hydro for donating the power for the PRU

Lita Barrie, Burlington Public Library:

- Spoke about PPE - they are delivering the library's 3D printers to help make face shields plus sending their own stock of PPE
- They have a page on their website called Help in the Community - a directory for help in the community if anyone has updates and it's a great resource to share with others

Tim Commisso, City of Burlington:

- Mentioned the city is ready to offer expertise to Jo Brant or other organizations, including deploying and transferring people re: transportation, facilities, communications, volunteer management, etc.

Sandy O'Reilly, City of Burlington:

- Noted property tax payment relief until June 30

Lisa Kearns, City Councillor:

- Noted the community's support and gratitude
- Expressed the availability of councillors to be a resource to direct things within their wards
- Noted the upcoming second Front line porch clap this Friday
- Next week printed material is going out in print to reach more people who can't connect digitally

Angelo Bentivegna, City Councillor:

- He can connect people with storage places and possibly transport trucks
- He is working on funds for hospital
- He can help connect warehouses for restaurant industry like meals or cleaning supplies

Carla Marshall, City of Burlington:

- Mentioned to other organizations to tag @cityburlington accounts on social media and they can amplify your messages to their audience

Hassan Basit, Conservation Halton:

- Noted they have operational staff and vehicles that can be deployed for hospital or municipal partners if needed, plus network of 10K members to amplify messaging or call for volunteers, and ski patrollers certified in first aid
- Also mentioned re: closed parks, they would like to offer exclusive access for front line healthcare workers and their families via email registration if they need that experience for well-being

Graham Hill, Food for Life:

- Seeing more community-based programs back online so more volunteers
- Moved to a prebagged program and are delivering 3500 bags x 30 pounds of fresh food going out per week
- Compassion Society opening back up next week on a modified schedule
- Partnering with NUVO Taste Kitchen to help make soup out of fresh food - making 2000 liters of soup per week
- Partnering with other orgs like Halton Food for Thought and doing home delivery programs
- Reach out if you need more info
- Has fresh food he can ship to others if they need so just ask

The Honourable Karina Gould, MP:

- We are getting shipments of additional PPE in Canada and very pleased about the retooling happening for PPE within Canada
- Any local companies anyone knows of, just get in touch with her directly and she'll help coordinate and connect asap as well as facilitate any other connections with right ministers when needed

Pam Damoff, MP:

- Thanked those that joined her public telephone town hall last week
- Please reach out to her if you want her to put anything in her daily email newsletter

Jane McKenna, MPP:

- Noted appreciation for Joseph Brant implementing directives for preparing for surge capacity and limiting visitors
- Please reach out to her to include organizations of support on her website resource page
- Her office is answering phones Mon-Fri 9-7pm for residents to call and talk to someone for help

Effie Triantafilopoulos, MPP:

- Noted they are very focused at the provincial level on funding PPE retooling

Stuart Miller, HDSB:

- Restates they'll look at school buses potentially to help with transportation - healthcare workers or patients and/or supplies
- Noted that Cogeco has helped connect families to Internet, to ensure equitable distribution of resources to students/families to support online learning

Osob Abdulleh, Halton Islamic Association:

- They are happy to help with supporting people in the community with grocery or prescription deliveries, volunteers so just reach out and ask and they'll find people to do that

Lynne Simons, Halton Region

- Notes they are working closely with hospital and City of Burlington via communications, 311 call centre
- Businesses are reaching out as well, and volunteer sector is calling them with donations they want to give
- She will take things back around hotels, volunteers, etc. to her team

Anthony Odoardi, HRPS:

- Notes they have ample staffing, ready to go, including calls for enforcement
- Notes the great work being done now as well by city by-law officers who already answered 88 calls in 4 days and are doing a fantastic job and freeing up police for other priority calls
- 300 calls in those 4 days were related to Emergency Measures Act enforcement concerns
- Look forward to compliance increasing in physical distancing now that city passed its own by-law
- Education is their first approach and is working well in most cases

Dr. Dale Kalina, Joseph Brant Hospital:

- Stresses the need for physical distancing messaging, and that people are more likely to follow that advice if it comes from someone they know so please keep reaching out to your networks with that message

Anissa Hilborn, Joseph Brant Hospital Foundation:

- They are putting together a full program to help support front line workers at hospital and can share that once done that will include things like the front line porch clap and other shows of support
- Notes that the jbhfoundation.ca needs support and cash donations would be appreciated so please share that

Shawn & Bridget Saulnier, NUVO Network:

- They can help coordinate people who are falling through the cracks

- They'll find a way to get them into the distribution of food/soup
- They also have a lot of space/facilities they can offer up whenever space is needed

Kirsten Dougherty, ROCK:

- They are open but respecting physical distancing
- They have moved everything to virtual/phone when they can to assist families in need
- They are partnering with other child/youth/family mental health organizations, so they are aligned and coordinated in the region
- There is a 24-hour crisis line people can call: 905-878-9785
- If anyone knows of families who need them, refer them they are there to help

Alex Colic / Giuseppe Bartolow, RHLI/Canadian Armed Forces (CAF):

- Notes the Federal Government is mobilizing Canadian forces across Canada to help with COVID-19
- The scope is still being defined
- Captain Bartolow is our liaison so you can reach out to him for CAF requests and he will ladder them up and help coordinate RFA (Request for Assistance) response
- They are already in touch with Amber Rushton

Tyler Moon, United Way:

- They have launched an emergency response fund and are looking for donations
- They are already at \$50K to provide support to front line agencies and supporting individuals with poverty, isolation or under stress
- Reach out to him if you want info on applying for funding from that source

The Mayor and Eric made some closing remarks and Eric conveyed how grateful they felt to hear all the support from these many organizations and how proud they are of our city for coming together at this time.

The Mayor remarked that we haven't yet hit the peak of the pandemic, after which there will be a period of managing COVID-19 patients, followed by a much longer recovery period. Dr. Peter Donnelly, head of Public Health Ontario has advised we'll be impacted by COVID-19 for 18-24 months, so the task force is expected to be operating for some time.

The Mayor discussed sending out minutes and contact information for everyone on the call, and to watch your emails for a poll coming soon to set up the date and time for the next meeting. Any additional questions can be sent to mayor@burlington.ca.

The call was then adjourned at approximately 6:20 p.m.

Next Meeting:

An online poll is being sent to all participants regarding preferred availability for next week's meeting, after which a calendar invite will go out. The meeting will be held via Zoom virtual conference and details will be provided in the invitation.

Task Force Attendee List – April 7

| Name | Title | Organization |
|------------------------------------|---|---------------------------------------|
| Judy Worsley | Executive Director | Aldershot BIA |
| Carla Nell | President & CEO | Burlington Chamber of Commerce |
| Anita Cassidy | Executive Director | Burlington Economic Development |
| Dave Lazenby | Fire Chief | Burlington Fire Department |
| Rev. Rob Thomas | Chaplain | Burlington Fire Department |
| Karen Roche | Deputy Fire Chief | Burlington Fire Department |
| Amber Rushton | Community Emergency Management Coordinator | Burlington Fire Department |
| Dan VanderLelie | President | Burlington Firefighters Association |
| Robin Bailey | Executive Director | Burlington Food Bank |
| Colleen Mulholland | President & CEO | Burlington Foundation |
| Gerry Smallegange | President & CEO | Burlington Hydro |
| Lita Barrie | CEO | Burlington Public Library |
| Mayor Marianne Meed Ward | Mayor | City of Burlington |
| Victoria Al-Samadi | Mayor's Chief of Staff | City of Burlington |
| Tim Comisso | City Manager | City of Burlington |
| Allan Magi | Exec. Dir. of Envir., Infrastructure & Community Services | City of Burlington |
| Sandy O'Reilly | Controller and Manager of Financial Services | City of Burlington |
| Lisa Kearns | City Councillor, Ward 2 | City of Burlington |
| Angelo Bentivegna | City Councillor, Ward 6 | City of Burlington |
| Carla Marshall | Communications Advisor | City of Burlington |
| Haassan Basit | Chief Administrative Officer | Conservation Halton |
| Graham Hill | Executive Director | Food for Life |
| The Honourable Karina Gould | Minister of International Development and MP, Burlington | Government of Canada |
| Pam Damoff | MP, Oakville-North Burlington | Government of Canada |
| Jane McKenna | MPP, Burlington | Government of Ontario |
| Effie Triantafilopoulos | MPP, Oakville-North Burlington | Government of Ontario |
| Parm Gill or designate | MPP, Milton | Government of Ontario |
| Patrick Daly | Director of Education | Halton Catholic District School Board |
| Stuart Miller | Director of Education | Halton District School Board |
| Osob Abdulleh | Chair- HIA Social Events | Halton Islamic Association |
| Lynne Simons | Director, Strategic Policy & Government Relations | Halton Region |
| Roger Wilkie | Deputy Chief | Halton Regional Police Service |
| Anthony Odoardi | Superintendent | Halton Regional Police Service |
| Jennifer Hartman | Corporate Communications | Halton Regional Police Service |
| Eric Vandewall | President & CEO | Joseph Brant Hospital |
| Dr. Dale Kalina | Medical Director of Infectious Diseases | Joseph Brant Hospital |
| Anissa Hilborn | President | Joseph Brant Hospital Foundation |
| Shawn Saulnier | Owner & Founder | NUVO Network |
| Bridget Saulnier | Co-Founder | NUVO Network |
| Kirsten Dougherty | CEO | ROCK (Reach Out Centre for Kids) |
| Lieutenant-Colonel Alexander Colic | Commanding Officer | Royal Hamilton Light Infantry |
| Captain Guiseppe Bartolow | Regional Liaison Officer | Canadian Armed Forces |
| Pam Belgrade | Executive Director | Tourism Burlington |
| Tyler Moon | Senior Manager, Community Impact | United Way Halton & Hamilton |