



Shire of Irwin Local Emergency Management Committee (LEMC) Meeting

held via electronic means

Tuesday 7 April 2020

at 11.00am

Minutes

I certify that this copy of the Minutes is a true and correct record of the meeting held on 7 April 2020

Signed:.....
Cr Mike Smith – Chairperson

Date:.....

1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The meeting was declared open by the Shire President at 11.00am.

2. RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE

Members

Cr Mike Smith	Shire of Irwin President & Presiding Member
Jon Arden	Marine Rescue
Rod Owen	Dongara Denison Surf Life Saving Club
Catherine Macartney	St Johns Ambulance
Fran McAllen	Dongara Volunteer Fire & Rescue Service
Tricia Pavelka	Dongara Eneabba Mingenew Health Service (DEMHS)
Leanne Sice	WA Country Health Service
Di Franklin	WA Country Health Service
Brodie M'Leane	Dongara Volunteer Fire & Rescue Service
Peter Summers	Irwin Bush Fire Brigades
Brett Cassidy	Dongara Police
Keith Shaw	Department of Communities
Simon Prins	DBCA

Staff

Mr S Ivers	Chief Executive Officer
Mr K Pollitt	Community Emergency Services Manager
Mr P Manners	Community Ranger
Mrs D K Chandler	Governance & Executive Coordinator

Guests

Adrian Scatena	Dongara IGA
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Apologies

Janine Calver	Dongara District High School
Joanna Klopper	Dongara Guardian Pharmacy
Murray Butcher	Dongara BFB

3. ANNOUNCEMENT BY PERSON PRESIDING

The sole purpose of this meeting is to share updates on the coordinated approach in response to COVID-19.

4. CORRESPONDENCE IN / OUT

- Latest PHEOC Advice – Agency Advisory # 15-2020 (attached to these minutes).

5. URGENT BUSINESS ITEMS

5.1. COVID-19

- **Mike Smith, Shire President – opening address**
 - Reiterated that to date, the performance of the community has been outstanding.
 - Biggest challenge is for the community not to become blasé. While we don't have immediate cases, we need to still be on the ball.
- **Tricia Pavelka & Di Franklin – DEMHS, WACHS**
 - Di Franklin: no local cases within shire.
 - Measures in place are to reduce community transmission, slow the spread and flatten the curve.
 - As far as WACHS is concerned, preparedness continues.
 - Testing is occurring at all sites.
 - Rate & number of testing has increased.
 - Site-based planning – all regional sites have gone into full lockdown with screening before entering to protect staff & residents.
 - Visiting criteria to residents has been tightened.
 - Commends the Dongara community for support to vulnerable members in the community.
 - Trish: the main administration entrance is locked down and WACHS are screening everyone that comes through the doors by a series of questions and temperature check.
 - Tightened visiting times to 10-11am and 7-8pm.
 - Public have been fantastic in supporting these measures.
 - From a site-based planning perspective, have set up separate areas so anyone presenting to ED with flu-like symptoms are redirected to an external consultation room. This reassures the rest of the community having these control measures in place. This also enables flow of patients, particularly elderly patients.
 - Have taken on pathology services with Clinipath. Thank you to Shane for advising this on the Shire Facebook page.
 - Staff levels doing well, currently have no volunteers over the age of 65.

Individual agency updates

- **Brett Cassidy – Dongara Police**
 - Dongara Police are unaffected at this point in time.
 - Good to see the community following social distancing and limiting non-essential travel.
 - Disappointed on the weekend with VMR having to rescue people from Leander Reef.
 - Looking at challenges this weekend with Easter. Hoping people will adhere with non-essential travel recommendations.
 - Don't want people travelling from farms to Dongara, etc. Have canvassed holiday accommodations around town hoping they're not going to take too many people in.
 - Going to be mobile this weekend to target vehicles and questioning where they're going.
 - Hoping to put messaging out relating to social distancing on Shire website / FB so there is no repeat (of the boat rescue) in the future.
 - Recreational fishing is still allowed but need to limit numbers on boats.
 - Police are currently doing worst case scenario planning with the district office.
 - Redundancy planning, eg. What will happen if the whole station gets affected.

- **Adrian Scatena – Dongara IGA**

- Quite significant supply issues – still at 20% with most orders.
- Staff are still wearing gloves for serving.
- Sanitation station upon entry.
- Still sanitising all surfaces and trollies.
- Currently looking into sneeze guards for registers / cashiers.
- Floor decals arrived today that will be implemented this evening.
- Biggest issue is that people are still using shopping as a social outing. Can't bring kids. Coles, Woolworths, Aldi are limiting numbers. IGA may have to implement these measures if customers don't do the right thing.
- Lifted majority of restrictions except for flour, toilet paper, disinfectant, etc.
- Shipment coming late April but it isn't looking promising.
- Mike asked if the Shire can provide assistance with stewarding in the supermarket.
- Adrian advised that there is lots of signage but it's a matter of speaking with customers so they realise the importance of social distancing. They need to just come in by themselves, get what they need and leave.
- Adrian advised that there are still disgruntled customers.
- The Shire can help through social media perhaps.

- **Catherine Macartney – St Johns Ambulance**

- Emailed the following update on 2 April 2020:
- Volunteer training has now been suspended until further notice with the exception of EMR (entry level course)
- First Aid training suspended until further notice.
- Clinical Screening tool used by our State Operations Centre (000 call centre) will now flag up patients with respiratory problems despite whether been abroad/been in close contact with a suspected or confirmed case. This will result in more patients being flagged, the volunteers are required to do a 'Door Step Assessment' to determine if patient is a risk.
- Clinical Practice Guidelines – changes to use of Oxygen, Suction and Nebulisers for COVID suspected/confirmed patients, I have forwarded this information also onto DEMHS, Three Springs and Morawa Hospital so all nursing staff are aware of the volunteer changes.
- Dongara Admin Office remains open for the public.
- Honeywell P2 Respirators were being distributed to the paramedics to free up normal P2 masks for the volunteers which provide the same amount of protection but the Honeywell P2 Respirator can be used multiple times- these will now be also distributed to each volunteer- prior online learning required before use.
- Sub Centre is still business as usual.
- PPE stock is slowly rolling out to all sub centres. We currently have sufficient amounts.
- Call out demands remain lower than usual.
- SJA Incident Management Team continually meet and information distributed on a regular basis to the volunteers.
- SJA have conducted a full review of the *St John Emergency Management Plan* (AmbPlan) 2014, AmbPlan 2020 has been approved AmbPlan provides the framework to assist the organisation and our Incident Management Team in preparing for, and responding to, emergencies threatening the community of Western Australia. Furthermore, they have also updated the SJA *Human Epidemic Management Plan*.
- In addition to this:
- Volunteers who are directed to self-isolate by St John WA as a result of a clinically assessed patient exposure to COVID-19 will be able to register a claim to assist them if the isolation causes loss of income for that isolation period.
- New uniform guideline – all paid and non-paid officers and volunteers must be clean shaven.

- In the process of arranging dedicated ambulances for sole use of suspected or confirmed COVID-19 cases, these will be stripped of most equipment for ease of cleaning.
- Kit servicing continuing with restriction i.e. can only be done in a dedicated room with the servicing officer having sole use of the area.
- **Kyle Pollitt – Shire of Irwin CESM & DFES**
 - DFES – managers working from home, managers working in regional offices are working in teams of 2 or offsite away from anyone else.
 - Not much else aside from enhanced cleaning protocols.
 - Were approached by SEC to assist WA Police at road blocks on regional borders.
 - Prescribed / permitted burns have been cancelled for anyone in the townsite. Still allowing farmers to burn for weed control, etc, for crop preparation.
- **Shane Ivers – CEO, Shire of Irwin**
 - Dongara Medical Centre has closed its front doors and operating in a telehealth capacity but will take patients on a case by case arrangement.
 - Clinipath is closed and thanked WACHS for taking on pathology for those in need.
 - Have taken on a locum to help Dr Risinger.
 - Shire offices are still in operation but demobilized to working from home.
 - Transfer Station is still open but has become a place for social gathering particularly with lots of community members having yard cleanups and bringing green waste.
 - The Shire's COVID-19 Update #03 was released last week, next update will be released at the end of this week before Easter.
 - The Golf Club is the facility / club left open but to members only for social golf.
 - Need to continue to be on alert as there was recently someone potentially coming back into our region that tested positive to COVID-19. This situation was only yesterday but we've "dodged a bullet". We just can't be complacent.
- **Jon Arden – Marine Rescue**
 - Base closed, operating from home only.
- **Rod Owen – Dongara Denison Surf Life Saving Club**
 - Surf club finished now.
 - Emergency response teams are available on call.
 - Behaviours on the beach have been quite good with social distancing being adhered to.
- **Fran McAllen – Dongara Volunteer Fire & Rescue Service**
 - Received a phone message from Murray Butcher regarding burn permits. There have been requests from farmers to burn to prepare for growing stock feed.
 - Biggest concern is communication between brigades as there is no longer any social interaction; trying to go virtual.
 - Brodie M'Leane: some members are struggling with isolation. Has been posting on social media information on mental health and advising of specific corona hotlines for people not coping.
 - Regional offices are holding meetings every Thursday. Currently have approximately 8 members for call-outs.
 - Procedures are in place for lock down of the station with Geraldton as backup.

General discussion

- **Peter Manners – Shire of Irwin Community Ranger**
 - Things have changed, South Beach is busier with people walking dogs.
 - With Easter coming up, concerned that people won't adhere to closure of camping areas.

- Have had incidences around Cliff Head already.
- Closure of skatepark / playgrounds, will be interesting thing to police.
- Lot less travelling campers.
- **Brett Cassidy – Dongara Police**
 - If Shire Rangers notice people camping, please let the police know. Police will be monitoring recreational sites such as skateparks, playgrounds.
 - Would be helpful to put a message out through Facebook page for people to modify their behaviour during the holidays.
- **Simon Prins – Department of Biodiversity, Conservation & Attractions**
 - DBCA are working as normal, all parks and campgrounds are still open.
 - Planning on starting burning in the next few weeks around Jurien and up to Mt Adams in a couple of weeks' time. This is resourced through own department as under the assumption that nobody else is available to assist.
- **Keith Shaw – Department of Communities**
 - People who are required to isolate are identified by the Department of Health and they have nowhere for people to isolate to. Please advise if anyone has any ideas of options.
 - Keith questioned who was the coordinator of the register for monitoring vulnerable people?
 - Trish Pavelka: those on the client list are phoned twice a week and are sent out care / activity packs. There is a local community group called Dongara & Surrounds Isolation Helpers that assist with deliveries and shopping. Rosie Murray is the contact on 0429 721 965.
- **Adrian Scatena – Dongara IGA**
 - Still probably 2 or 3 weeks away from online ordering services but are offering daily delivery services, out to Irwin, Mingenew 4 days per week and in town. This means less people physically in the supermarket.
- **Mike Smith – Shire of Irwin Shire President**
 - If anyone is in need of sanitiser, Illegal Tender Rum Company have stock available.
 - If anyone witnesses practices that are below standard, please contact Shane Ivers, CEO and notify. An example is processes with takeaways etc.

6. SETTING OF FUTURE MEETING DATES

Suggested that meetings will be held fortnightly at this stage, unless anything major happens in the meantime. Date & time to be advised.

7. CLOSURE

No further business, thanked all in attendance and closed at 11.46am.



Agency Advisory #15

Friday 3 April 2020 14:00 Hours (latest updates in RED)

This advisory has been authorised by the PHEOC Coordinator, Dr Paul Armstrong

New information

- As of **03 April** 2020, there are **422** confirmed cases of COVID-19 in WA.
- To date, **16,022** Western Australians who have tested for COVID-19 have returned a negative result.
- **NEW & UPDATED DAILY** [Daily snapshot](#)
- According to the most recent National Incident Room Situation Report dated **18:00 AEDT 02 April** 2020, there have been **5,133** laboratory confirmed cases of COVID-19 in Australia, and **23** deaths. Of the **5,133** confirmed cases, this includes **88** cases from the ACT, **2,298** cases from NSW, **20** cases from the NT, **835** cases from QLD, **385** cases from SA, **71** cases from TAS and **1,036** cases from VIC. To date, 67% of the cases have been acquired overseas; **of these overseas cases, the majority were acquired:** at sea (**26%**); the USA (**16%**); and the UK (**14%**).
- According to the most recent [WHO Situation Report](#) dated 10:00 CET **2 April** 2020, in the past 24 hours:
 - Worldwide: **72,839** new confirmed cases (**896,450** total); **4,923** new deaths (**45,525** total);
 - Western Pacific Region: **1,204** new confirmed cases (**107,626** total); **22** new deaths (**3,723** total);
 - European Region: **38,809** new confirmed cases (**503,006** total); **3,515** new deaths (**33,604** total);
 - South-East Asia: **149** new confirmed cases (**5,324** total); **21** new deaths (**216** total);
 - Eastern Mediterranean Region: **3,887** new confirmed cases (**58,168** total); **164** new deaths (**3,279** total);
 - Regions of the Americas: **28,161** new confirmed cases (**216,912** total); **1165** new deaths (**4,565** total);
 - African Region: **629** new confirmed cases (**4,702** total); **36** new deaths (**127** total).
- **COVID-19 Testing has been expanded in WA:**
 - **General public testing**
Any person presenting with **BOTH** a fever $\geq 38^{\circ}\text{C}$ **AND** an acute respiratory infection (e.g. shortness of breath, cough, sore throat) can be tested.
 - **High-risk settings**

Anyone working within a high-risk setting that presents with **EITHER** a fever $\geq 38^{\circ}\text{C}$ **OR** an acute respiratory infection will be tested. This includes healthcare workers, including aged care and disability workers, and Western Australian Police Officers.

Testing will also be arranged for anyone from the following high-risk settings where two or more people are experiencing **EITHER** a fever $\geq 38^{\circ}\text{C}$ **OR** an acute respiratory infection:

- aged and residential care
 - rural and remote Aboriginal communities
 - detention centres
 - correctional facilities
 - boarding schools
 - military barracks or equivalent
 - geographically localised areas with increased risk of community transmission
 - cruise ship passengers or returned travellers (international and domestic).
- [AHPPC Statement 30 March](#)
 - **The community should call police on 131 444 to report people in breach of self-isolation directions or businesses in breach of State Emergency Management Act Directions.**
 - Travel between regions in Western Australia will be restricted from midnight 31 March 2020. Regional boundaries will mirror those of the state's Regional Development Commissions. Further details will be released when available from Department of Premier and Cabinet. [Regional Restrictions Directions](#)
 - **WA State of Emergency - WA Directions** are now in place to prevent the spread of COVID-19. Please see Department of Premier and Cabinet website for all listed below. [COVID-19 State of Emergency Declarations](#)

Travel

- Border Controls
- Restrictions to access the Kimberley and remote Aboriginal communities
- Self-quarantine test and close contact directions
- Self-isolation Following Interstate Travel Direction
- Self-isolation Following Overseas Travel Directions
- Rottnest Island Directions
- Cruise ships
- Large Vessel Directions
 - MV Pacific Princess Directions
 - MSC Magnifica Directions
 - MS Artania Directions
 - Silver Whisper Directions

Business and community

- Preventative Restriction of Activities Directions

- Closure of Certain Places of Business, Worship and Entertainment Direction
- Closure of Gun Shops
- Mass Gatherings Directions
- Remote Aboriginal Communities Directions
- Visitors to Residential Aged Care Facilities Direction
- Incident Management Team Accommodation Directions - Optus Stadium

Local government

- Public Authorities Directions - Delivery of Goods and Collection of Rubbish and Refuse
- WA Premier announced Stage 3 restrictions will be in place after 11:59pm Tuesday, 31 March 2020. The WA Government's strong guidance to all Western Australians is to stay home unless for shopping, medical or health care needs, exercise in compliance with guidelines, work and study (if you can't work or learn remotely). Exceptions to this include:
 - people of the same household going out together
 - funerals - a maximum of 10 people
 - weddings - a maximum of 5 people.
 All playgrounds, skate parks and outside gyms in public places will be closed.
 - As of 29 March 2020, the Commonwealth government announced that the following restrictions are in place:
 - a "human biosecurity emergency" has been declared under the Biosecurity Act 2015, allowing the Health Minister to issue targeted, legally enforceable directions and requirements to combat the virus.
 - the Australian Health Sector Emergency Response Plan for Novel Coronavirus (COVID-19) has now moved to the Targeted Action stage.
 - Social distancing includes:
 - residents of aged care homes will only be able to have one visit per day, of no more than two people;
 - closure of businesses and venues including fitness centres, swimming pools, libraries, auction houses, beauty therapies, pubs, clubs, sporting and religious venues. Restaurants and cafes are only be allowed to offer takeaway services. There are also tighter restrictions on activities including weddings, funerals and markets;
 - all Australians should stay at home, and limit outings to essential activities such as attendance to work, shopping for food or medicine.
 - public gatherings, excluding household members, have been reduced to a maximum of two people
 - minimise all unnecessary contact with others
 - keep 1.5 metres away from others
 - avoid physical greetings such as handshakes, hugs and kisses
 - use tap and pay instead of cash
 - From 30 March 2020 to 3 April 2020, WA schools will have a normal teaching environment, but families are encouraged to keep children home if possible to do so. From 6 April to 9 April, schools will remain open for supervision only, in cases where parents still need to go to work and/or school is a safer environment for at-risk households. School holidays will then begin in full, as scheduled from 10 April

2020.

Summary of other key information

- From 00:00 AEDT 28 March 2020, all people returning to Australia will be required to self-isolate in a hotel or other accommodation for 14 days before returning home.
- TRAVEL - On 24 March the Prime Minister announced a ban on all overseas travel, with few exceptions. If you have future travel planned or are considering going overseas, cancel or postpone these plans. A ban is in place. The risks to your health and that of others is too great. For urgent consular assistance contact your nearest Australian embassy, high commission or consulate or call DFAT's Consular Emergency Centre on 1300 555 135 from Australia or +61 6261 3305 from overseas. Also see [SMARTRAVELLER](#)
- **WA borders closed at 13:30 24 March 2020**. Interstate arrivals are now required to self-isolate for 14 days, and the border controls apply to all road, air, rail and sea access points. Exceptions apply for essential services and workers. Please see details [Self-Isolation Following Interstate Travel Direction](#)
- Aboriginal Communities Information
 - [Checklist for Remote Clinics in Aboriginal Communities](#)
 - [Remote Aboriginal Communities Guidance](#)
- [Hon Greg Hunt MP, Hon Ken Wyatt AM MP - Travel Restrictions to Remote Areas Media Release](#)
- Advice for Funeral Directors [COVID-19 Advice for Funeral Directors](#)
- COVID Clinics [Find a COVID-19 Clinic near you](#)
- Mining Sites and Remote Industry Guidelines [Preventing the spread of COVID-19 on remote industrial sites](#)
- Information for Hotels & Accommodation who have guests self-isolating as a confirmed or suspected COVID-19 cases. [Hotels and Accommodation COVID-19 Confirmed or Suspected](#)
- [Limits on dispensing and sales of medicines](#) Medicine supplies in Australia are strong, however demand for medicines has increased markedly over the past two weeks, resulting in some community pharmacies and wholesalers reporting temporary strain on the supply of some medicines.

Information for employers and employees

- It is not possible for employees to provide medical certificates if they have been declined a test for COVID-19. People who do not have symptoms SHOULD NOT be tested.
- [Government employees visiting remote communities](#)
- Travel for WA Health Staff - Due to the international outbreak of COVID-19, the State Government has recently banned non-critical, work-related international travel for public sector employees, effective immediately. To protect our staff and patients,

WA Health has decided to extend this ban to include all funded international work-related travel, including sponsored travel.

More information

National Coronavirus Health Information Line: 1800 020 080

- International information and updates: [World Health Organization](#)
- [WHO COVID-19 Rolling Updates](#)
- Various resources for employers, schools and higher education, health, aged care, childcare, transport, travel and hotel sectors are available at the following websites: [WA Department of Health](#) [HealthyWA](#) [Commonwealth Government COVID-19 MythBusters](#) (World Health Organisation)

Next advice – The next agency advisory will be issued: **TO BE ADVISED.**

Last updated 3 April 2020

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