



Shire of Irwin Local Emergency Management Committee (LEMC) Meeting

to be held in the Council Chambers

Wednesday, 24 March 2021

at 2.00pm

Minutes

1 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

2 RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE

(please sign the attendance register on arrival)

Members

Cr M T Smith

T Pavelka

T Potts

J Henriques

C McCartney

M Moerman *(via teleconference)*

Shire of Irwin President & Presiding Member
DEMHS

A/Officer in Charge Dongara Police

Parks and Wildlife Service

Paramedic, St Johns Ambulance

DFES Area Officer Midlands

Staff

Mr S Ivers

Mr M Teale

Mrs N A M'Leane

Chief Executive Officer

Community Emergency Services Manager

Development & Executive Officer

Apologies

J Gardener

Cr H Wells

J Calver

P Herbert

Cr G S Eva

Mr G Crabb

Mr K Shaw

DFES

Shire of Irwin Councillor

Dongara District High School

Main Roads WA

Shire of Irwin Councillor

Chief Bush Fire Control Officer

Department of Communities

3 BUSINESS ARISING

3.1

COMMITTEE DECISION 010321:

MOVED: M Teale

SECONDED: S Ivers

That the Minutes of the 02 December 2020 LEMC Meeting, as previously circulated, be adopted as true and accurate recording of that meeting.

3.2 Action Items from previous minutes

- **PPE Stocks for Rec Centre Evacuation Centre**

Business Plan moving forward – Look at the Irwin Rec Centre with DEMA and K Shaw, good asset for our and other Shire. Number of PPE for staff there, in the event we activate the site PPE is available. Work with the sites to do training.

- **DDHS as possible second evacuation centre**

This year, investigate this in more detail.

- **LEMC Exercise**

Need to do at least once a year, evacuation centre exercise is an option. More information for LEMC exercises to be provided that is more directed for LEMC rather than a vehicle incident etc. Activation of an Evacuation Centre could be a good exercise to carry out.

- **WHS Legislation impacts on volunteers**

Within the region there are lots of conversation happening around the legislation and how it impacts their responsibilities. The Act has been past, the Legislation is due to go through in the next few weeks. There are harsh penalties including 10 years imprisonment. The Shire or Irwin are working to better understand the Legislation from a Shire and Volunteer point of view. CESM to investigate what action has been taken by DFES to prepare to implement the new Legislation and a request has been made for that information to be passed onto Shane, CEO.

Action Item: Mark Teale – Follow up DFES response to the new legislation.

- **Water Hydrant Request – DFES AO Midlands**

Mathias taken on role from Tony Keeping, conversations with Tony indicate there is another hydrant not previously identified in the area. Mark to continue investigations.

4 ANNOUNCEMENTS BY PERSON PRESIDING

5 DECLARATIONS OF INTEREST

Identify real, perceived or potential conflicts of interest experienced by any member in relation to the items on the agenda. These should be declared now and if possible raised with the chairperson prior to the meeting to determine the appropriate way to manage the conflict.

6 CORRESPONDENCE IN

6.1 Interim Contact Details for Evacuation Centre and Welfare Support (Dept Communities)

6.2 Generators on Telstra Infrastructure (DEMA)

6.3 WA Community Evacuation in Emergencies New Guideline and Amendments (SEMC)

6.4 Midwest Gascoyne DEMC Meeting Dates 2021 (DEMA)

6.5 SEMC internal Communique and Exchange of Information under EM Act fact sheet (DEMA)

6.6 COVID-19 Welfare Centre Guide V1.02 (Dept Communities)

7 CORRESPONDENCE OUT

7.1 Nil.

8 GENERAL BUSINESS

8.1 Upcoming Community Events

Easter Markets, 150th Anniversary of the Dongara Police Station.
Dongara Easter Races
Anzac Day Dawn Service
Sprint

8.2 Amendments to LEMA/Contact Details

Opportunity to update changes for updates in their departments. Welcome Matias from DFES.

8.3 Agency Updates

M Teale – Beekeeper's fire to the South of our area was a notable event, acknowledgement was made for the DPAW for their assistance. Currently reviewing the Mitigation Activity Funding and Bushfire Risk Management Plan to identify areas for funding.

C McCartney – Continue infection control and PPE training. 30 April Flu Vaccinations required. Cliff Head Defib, memory downloaded in Perth after being used at an incident by the community. New storage box to be installed to replace old AED Safe, coordinate these works with Mark Jones, Shire of Irwin. Mingenew Races went well, 2 ambulances in attendance from Leeman, Leeman will also be attending the Dongara Races to free up local volunteers and vans.

T Pavelka – Still in lockdown, restricted visits in place. Covid 19 vaccines arrive next Monday, for Staff and Residents. Staff will be undertaking training. Then volunteers and the public depending on what the local GP Practice will take on, as well as training requirements. There are specific storage compliance requirements. Facility redevelopment, April will see the start with a preferred contractor. Have been given a 12 month – 3 years' completion timeframe. ED to be running 24/7 and will be the last area to be completed. Travel arrangements for patients, staff and families have been arranged. Sacha's on call have reduced, for telehealth still sitting at the highest user.

T Potts – 100s of PPE masks delivered to local station for storage. Station has been busy, anticipate a busy April.

M Moerman – replaced T Keeping, AO Midlands. DVRFS Station, meeting with team regarding \$500,000 upgrades. Two members attended Wooroloo fires from Dongara. Yardarino Shed structure fire, combined effort by Dongara Volunteers and Geraldton Career Firefighters. Dongara Fuel Station fire, Dongara VRFS, positive outcome. Please ask for assistance with local burns if required. New district manager Chris Stewart. Advised that the agency run Avanza maps download the app before attending an incident or fire.

Shane Ivers – WHS legislation is currently our key focus.

M Smith – Prioritise and further investigate funding opportunities for town. Request to be presented at a future Ordinary Council Meeting.

8.4 COVID-19 Discussion

Captured in Agency Updates.

8.5 LEMC Membership Changes

Nil.

9 SETTING OF FUTURE MEETING DATES

9.1 The below dates are proposed for future LEMC meetings.

- Wednesday 2 June, 2021
- Wednesday 1 September, 2021
- Wednesday 1 December, 2021
- Wednesday 2 March, 2022

The proposed dates were all supported by the Committee.

10 CLOSURE