



LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING

MINUTES

Meeting of the
Local Emergency Management Committee
held at the Shire of Plantagenet
5:30pm Tuesday 5 August 2008

Rob Stewart
CHIEF EXECUTIVE OFFICER

TABLE OF CONTENTS

ITEM	SUBJECT	PAGE NO
1	DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS.....	1
2	RECORD OF ATTENDANCE / APOLOGIES	1
3	CONFIRMATION OF MINUTES.....	1
4	BUSINESS ARISING FROM THE MINUTES.....	1
5	REPORTS OF COMMITTEE MEMBERS AND OFFICERS.....	2
6	GENERAL BUSINESS.....	3
7	NEXT MEETING.....	4
8	MEETING CLOSURE.....	4

1 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

5.30pm The Presiding Member declared the meeting open.

2 RECORD OF ATTENDANCE / APOLOGIES

Present

Jeff Roach	State Emergency Service
Ewen Hill	St John Ambulance – Mount Barker
Ian Foote	State Emergency Service
Alanna Robbins	Plantagenet Cranbrook Health Service
Sgt Allan Spicer	Mount Barker Police
Nicole Selesnew	Shire of Plantagenet
Keith Hart	Community representative
Eric Howard (Acting Chair)	Shire of Plantagenet
Rayona Evans	Shire of Plantagenet
Wesley Beck	Mt Barker Community College
Rosemary Waud	St John Ambulance – Rocky Gully
David Burcham	Chief Bush Fire Control Officer
Gill Toone	Mount Barker Red Cross
Sarah Evans	Department for Child Protection

Apologies

Cr Ken Clements	Shire of Plantagenet
Carrie Linster	Mount Barker Volunteer Fire & Rescue
	St John Ambulance – Mount Barker
Ray Parry	Shire of Plantagenet

3 CONFIRMATION OF MINUTES

Moved J Roach, seconded Sgt A Spicer:

That the Minutes of the Local Emergency Management Committee meeting held 6 May 2008 be confirmed.

CARRIED

4 BUSINESS ARISING FROM THE MINUTES

1. Ewen Hill has been unable to liaise with the new Post Office owners regarding the distribution of a letter to all residents highlighting the importance of the Rural Road Numbering program.

Business still outstanding – Ewen to progress.

2. Nicole Selesnew to ensure a copy of the Local Emergency Management Plan is distributed to all agencies when complete. Resources List is almost complete and the plan will be distributed in the near future.

Business still outstanding – Nicole to progress.

3. Letter has been sent to Western Australian Local Government Association from the Shire of Plantagenet in relation to isolation of power supply in the event of an emergency.

Business still outstanding – Nicole to progress.

4. Keith Hart and Ian Foote to liaise with Craig Gibson at the High School regarding a multi-agency exercise.

Business outstanding – Keith Hart and Ian Foote to progress with Craig Gibson at the High School.

5. Wesley Beck to inform Keith Hart and Ian Foote about planned fire evacuation drills so they may attend and observe the process

Business outstanding – Keith to follow up.

5 REPORTS OF COMMITTEE MEMBERS AND OFFICERS

COMMUNITY SERVICES REPORT

Location / Address:	N / A
Name of Applicant:	N / A
Author:	Nicole Selesnew
Date of Report:	22 July 2008

At the last LEMC meeting the Committee established the Risk Criteria for the Shire of Plantagenet, these being:

- Any loss of life in unacceptable.
- Access to an operational hospital must not be compromised.
- Economic loss to be minimised within the business community.
- Control Centres, evacuation areas, emergency services facilities and schools not be compromised.
- Minimal disruption to lifelines including water, power and communications.
- Harm to natural environment is to be minimised.
- Harm to cultural environment is to be minimised.

The next step in the Risk Management process is to consider the sources of risk and what elements they may impact on. Attached is a table (Table One) which has been completed during the meeting.

Some of the LEMC representatives will develop a risk based matrix to present to the next meeting.

6. GENERAL BUSINESS / MATTERS ARISING

Mock Incident

The proposed Mock Incident scheduled for 9 August 2008 has been postponed due to a lack of volunteers. Sgt Allan Spicer to advise the committee of the new date.

Leavers Alive Project

Leavers Alive is a continuation of a program implemented in 2002 co-ordinated by St John Ambulance, Mt Barker Volunteer Fire and Rescue Service and the Shire of Plantagenet. The Leavers Alive incident will be held on 20 August 2008 at 11.00am at the Mount Barker Community College North Campus. Cr Ken Clements has invited a FESA representative to attend. FESA will also be recording the incident and producing a DVD for the school for future reference. This incident may be used in the LEMC Annual Report.

Isolation of Electricity – Plantagenet/Cranbrook Health Service (Hospital)

Mt Barker Volunteer Fire & Rescue Service has been provided with procedures to isolate and shut down the power at the Plantagenet District Hospital.

St John Ambulance – Mount Barker

St John Ambulance held their AGM recently and have recorded their busiest year with a 15% increase in call outs. The main service provided is patient transfers, which makes up 54% of all calls. The emergency response time for call outs is at a very high standard. In metropolitan areas the average response time for an emergency is 15 minutes, in Mount Barker it is 16.8 minutes from an unmanned station. The Mount Barker St Johns Ambulance will be replaced in a week with a newer model.

Major Incident Medical Management Training

Alanna Robbins, Ewen Hill and Ray Parry attended a Major Incident Medical Management Training seminar held in Albany on 20 – 21 June 2008. Alanna Robbins commented that the course was worthwhile and would recommend it to the LEMC members.

State Emergency Service

Mount Barker SES assisted Albany SES during the recent storms in Albany. SES members have attended various training courses recently. SES will also be receiving a new vehicle in the future.

Department for Child Protection Update

Sarah Evans has recently moved to Albany and commenced her role at DCP, replacing Daniel Highman. Sarah explained that DCP's main duties are to provide a local welfare plan and provide and ensure welfare in the event of an emergency. Sarah's role covers the area from Albany to Bremer Bay through to Manjimup/Greenbushes and Kent. In the event of an emergency if Local Government enlists the aid of DCP, DCP will incur the costs.

Fire and Rescue Update

Mt Barker Volunteer Fire & Rescue Service recently held their AGM. Wesley Beck is now Captain, Jeff Drage is Secretary, Carrie Linster is a Lieutenant and Trevor West is the Apparatus Co-ordinator. On 13 September 2008 the brigade will be holding an Open Station Day to co-incide with Emergency Services Week, to encourage the recruitment of new volunteers.

Rocky Gully St John Ambulance

Rocky Gully St John Ambulance received a grant for a new communications tower. Once the tower has been received it will be installed on the Cameron's Farm.

Shire of Plantagenet

Woogenellup, Forest Hill and Rocky Gully brigades will all be receiving new fire trucks in the 2008/09 year.

Nicole Selesnew has recently returned from an Emergency Management Course in Mount Macedon.

Attachments

- (1) Completed Table One - Risk Management.

7 NEXT MEETING

5.30pm Tuesday 4 November 2008 at the Mt Barker Volunteer Fire and Rescue Service Station.

8 MEETING CLOSURE

Meeting closed 6:50 pm.