



LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING

MINUTES

Meeting of the Local Emergency Management Committee
held at the
Shire of Plantagenet Committee Room
5.30pm Tuesday 6 May 2014

Rob Stewart
CHIEF EXECUTIVE OFFICER

Committee Members

Cr S Etherington, Cr B Bell (Resolution No.260/13), Mrs Fiona Saurin Mr E Howard, Sgt Al Keogh, Mr Murray Wills, Mr A Buchanan, Ms Kirsten Beidatsch, Mr B Gladwin, Ms A Robbins, Mr W Bailye, Ted Knight, Wayne Hood and Ms J Weekes

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1 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

2 RECORD OF ATTENDANCE / APOLOGIES

Present:

Cr Brett Bell

Fiona Saurin

Adam Smith

Murray Wills

Wayne Hood

Alanna Robins

Neville Blackburn

Sgt Al Keogh

Wes Bailye

Kirsten Beidatsch

Shire of Plantagenet

Shire of Plantagenet

State Emergency Management
Committee Secretariat

Chief Bush Fire Control Officer

Red Cross

Plantagenet Cranbrook Health Service

Department of Child Protection and
Family Support

West Australian Police

Department of Parks and Wildlife

Mount Barker State Emergency Service

Apologies:

Cr Sue Etherington

Jo Weekes

Ruth Godden

Ted Knight

Lorna Woodward

Shire of Plantagenet

Shire of Plantagenet

Plantagenet Cranbrook Health Service

Department of Agriculture and Food WA

Department of Child Protection and
Family Support

3 CONFIRMATION OF MINUTES

Moved Neville Blackburn, seconded Wes Bailye

That the Minutes of the Ordinary Meeting of the Local Emergency Management Committee held 4 February 2014 be confirmed.

CARRIED

4 REPORTS OF COMMITTEE MEMBERS AND OFFICERS

4.1 COMMUNITY EMERGENCY SERVICES REPORT

Location / Address: N / A

Name of Applicant: N / A

Author: Jo Weekes

Date of Report: 30 April 2014

Local Emergency Management Arrangements

I am currently reviewing the Local Emergency Management Arrangements and with the kind help of Neville Blackburn and the Department of Child Protection and Family Services the Evacuation section has been completed and hope to have the LEMC endorse them at this meeting. A copy of the plan is attached so please review them before the meeting.

The next section I will be addressing are the Recovery Arrangements and hope to have them for viewing at the next meeting of the LEMC committee.

Mock Incident

The next mock incident to test the capabilities of the LEMC will be a table top exercise; the members from the hospital have kindly offered to present an incident that they may be presented with at any time. It will be the type of incident that the majority of the LEMC would not be primary responders. This will give other members of the LEMC a chance to enhance their knowledge of working as an Incident Support Group.

MOUNT BARKER VOLUNTEER FIRE AND RESCUE

Nil

WEST AUSTRALIAN POLICE

Sgt Al Keogh reported that there were four serious before Easter but the Easter period it self was quite.

As a matter of interest he informed the committee that on the Thursday 7200 passed through Mt Barker along Albany Highway.

MOUNT BARKER STATE EMERGENCY SERVICE

Kirsten Beidatsch introduced herself as the new manager of the Mount Barker State Emergency Service Unit.

The Unit had not received any calls for assistance since the last LEMC meeting but with the winter months approaching this could change.

BUSH FIRE SERVICE

Murray Wills the acting Chief Bush Fire Control Officer informed the committee of the accident to Kevin Forbes in late March.

Due to a number of escaped permit burns and weather conditions it has been decided to extend the restricted burning time within the Shire of Plantagenet. Since the last committee meeting it has been reasonably quite.

ST JOHN AMBULANCE

Nil

DEPARTMENT OF PARKS AND WILDLIFE

Wes Bailye informed the committee that the last few months had been quite.

5 GENERAL BUSINESS / MATTERS ARISING

Community Emergency Management Officer – State Emergency Management Committee

Adam Smith discussed the results of the resilience survey for the community of Kendenup that was completed at the last LEMC meeting. Done as a table top exercise the results showed a low resilience level, this could change if done with members of that community.

As the Shire of Plantagenet resources would be required to complete a community exercise it would need to be presented to council. Adam would be invited to present a workshop at that time.

Department of Child Protection and Family Support

Neville Blackburn informed the committee that the attached Provision of Welfare Support had been reviewed and updated to reflect the current contact information in regards to evacuation centres and resources.

This document would be the primary resource for the Department of Child Protection and Family Support if needed and assist in staff training.

Mock Exercise

As per attached submission the next table top exercise would be a pandemic fever clinic situation. Contact will be made with the committee members in regards to location and time for the exercise to be held.

6 ATTACHMENTS

- Local Emergency Management Plan for the Provision of Welfare Support.
- Agenda Item – Pandemic Fever Clinic table top exercise.

7 NEXT MEETING

5.30pm Tuesday 5 August 2014

Location to be advised.

8 MEETING CLOSURE

Meeting closed 5.58 pm.

CONFIRMED:

CHAIRPERSON _____ **DATE:** ____/____/____