



LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING

MINUTES

Emergency Management Act 2005
SECTION 38 (1)

A Local Government is to establish one or more local emergency management committees for the local government district.

Special Meeting of the Local Emergency Management Committee
held at the Shire of Plantagenet Committee Room and via Microsoft
Teams at 10.00am Thursday 9 July 2020

Rob Stewart
CHIEF EXECUTIVE OFFICER

Committee Members

Cr M O'Dea (Chairman), Sgt D Johnson (Deputy), Cr Chris Pavlovich (Deputy Shire Representative), Mr M Barnes (Executive Officer), Mr A Smith, Ms A Tucker, Mr D Lynch, Ms E Drage, Mr J Stasev, Ms J Hollingworth, Ms K Beidatsch, Ms K Hill, Mr N Blackburn, Ms N Rouse, Mr N Handasyde, Mr S Player, Mr W Hood, (Resolution No. 217/19 & 107/20)

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DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

10.04 am The Chairman declared the meeting open.

Special Business

Incident – **HUMAN EPIDEMIC**
Incident Name – **COVID 19**
Incident Level – **CHO (State Human Epidemic Controller)
Declared Level 3**

RECORD OF ATTENDANCE / APOLOGIES

Members Attended

Cr Marie O’Dea (MOD)	Council Representative
Sgt David Johnson (DJ)	Western Australian Police Force
Mr David Lynch (DL)	Executive Manager Works and Services
Mr Mike Barnes (MB)	Community Emergency Services Manager
Mr Neville Blackburn (NB)	District Emergency Services Officer

Visitors

Mr Adam Smith (AS)	Department of Fire and Emergency Services
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Apologies

Ms Alex Tucker (AT)	Environmental Health Officer
Mr Andrew Fraser (AF)	Mount Barker Community College
Cr Chris Pavlovich (CP)	Deputy Council Representative
Mr David Rae (DR)	St John Ambulance Paramedic
Mr Gary Tempany (GT)	Mount Barker Coop
Supt Jodi Miller (JM)	Pardelup Prison Farm
Mr Jono Wesley (JW)	Community Resource Centre (CRC)
Ms Julie Hollingworth (JH)	Department of Health
Ms Kylie Spencer (KS)	Department of Health Mount Barker and Denmark COVID-19 Coordinator
Mr Rob Stewart (RS)	Chief Executive Officer
Cr Sue Etherington (SE)	Shire of Plantagenet
Mr Wes Bailye (WB)	Department of Fire and Emergency Services

1 CONFIRMATION OF MINUTES

Moved Sgt David Johnson, Seconded Mr Neville Blackburn;

That the Minutes of the Special Business Meeting of the Local Emergency Management Committee held on 8 June 2020, as circulated, be taken as read and adopted as a correct record.

CARRIED

2 BUSINESS ARISING FROM PREVIOUS MEETINGS

Refer to action sheet – Nil outstanding action items

3 STANDING ITEMS

3.1 REPORTED CASES

Nil cases reported in the Shire of Plantagenet.

13 cases reported in the State of Western Australia as of 9 July 2020 (Attachment One).

4 OPERATIONAL AREA SUPPORT GROUP (OASG) UPDATE

Information received – State Emergency Management Committee (SEMC) Update (Attachment Two)

5 AGENCY REPORTS

5.1 DEPARTMENT OF COMMUNITIES (DOC)

Local Communities Coordination (LCC) areas updates (see attachments Six and Seven).

Michelle Latt is coordinating calls from the LCC.

ACTION

Mr Neville Blackburn – Provide statistics/breakdown on the number of calls received for the Shire of Plantagenet.

All 'Disability Services' personnel have now either; taken roles within the DOC or have accepted redundancies dissolving the Disability Services Commission.

5.2 WA POLICE FORCE (WAPF)

All persons self-quarantining in Mount Barker have completed their two week isolation period.

There is a noticeable increase of holiday makers in town and traffic on the roads during the start of the school holidays.

WAPF have returned to business as usual.

5.3 SHIRE OF PLANTAGENET

The Shire has returned to business as usual in all areas and departments.

The Shire is encouraging all personnel to maintaining social distancing in the buildings.

6 OTHER BUSINESS

6.1 STATE EMERGENCY MANAGEMENT COMMITTEE (SEMC)

The SEMC strongly encourages emergency management meetings and business as usual activities to resume to normal pre COVID 19.

The Emergency Preparedness Report Steering Committee has determined not to release the Annual and Preparedness Report Capability Survey for 2020.

This decision reflects the significant impact that COVID 19 had, and continues to have, on the Emergency Management (EM) sector across WA.

It is expected that the 2021 survey will go ahead in April next year.

6.2 GOVERNMENT OF WESTERN AUSTRALIA

PHEOC BULLETIN (see Attachment Three)

6.3 WORLD HEALTH ORGANISATION (WHO)

Coronavirus Disease Situation Report 161 (see Attachment Four)

6.4 DEPARTMENT OF PREMIER AND CABINET

Corona Virus: Western Australia Road Map (see Attachment Five)

Lifting of restrictions;

Phase 1 27 April 2020

Phase 2 18 May 2020

Phase 3 6 June 2020

Phase 4 27 June 2020

Phase 5 18 July 2020 depending on infection rates in WA

Phase 6 Yet to be confirmed, on hold due to the rapidly evolving situation in Victoria.

Declaration of State of Emergency has been extended 23 July 2020 (Attachment Eight)

7 ISSUES TO OPERATIONAL AREA SUPPORT GROUP (OASG)

Nil

8 DATE OF NEXT MEETING

The next meeting date for the LEMC meeting will be at 3.00pm Thursday 13 August 2020 at the Shire of Plantagenet Chambers, Lowood Road Mount Barker:

Sgt David Johnson (DJ) Western Australian Police Force will be an apology.

9 CLOSURE

10:16am The Chairman declared the meeting closed.

CONFIRMED _____
Chairman Date

ACTION LIST

**Local Emergency Management Committee Meeting
9 July 2020**

Item No	Date	Subject	Action Officer	Action	Date Completed	Initial
5.1	9 July 2020	Local Communities Coordination (LCC)	Mr Neville Blackburn	Provide statistics/breakdown on the number of calls received for the Shire of Plantagenet		
Outstanding from Previous Action Sheets						
		Nil Outstanding				

ATTACHMENTS

- 1 4 cases reported in the State of Western Australia as of 30 June 2020.
- 2 State Emergency Management Committee (SEMC) Update.
- 3 PHEOC Bulletin #16
- 4 20200629-covid-19-sitrep-161
- 5 COVID-19 coronavirus_ WA roadmap
- 6 LCC Albany Mt Barker updated
- 7 LCC update
- 8 Emergency Declaration

**LOCAL EMERGENCY MANAGEMENT COMMITTEE SPECIAL BUSINESS MEETING
MINUTES 9 JULY 2020**

COVID 19 LEMC Contact List

MEMBER	ORGANISATION	NAME	PHONE	EMAIL
✓	Council Representative	Cr Marie O'Dea		fdbookclub@gmail.com
✓	Western Australian Police Force	SGT David Johnson		david.johnson@police.wa.gov.au
AA	Environmental Health Officer	Ms Alex Tucker		env@sop.wa.gov.au
AA	Deputy Council Representative	Cr Chris Pavlovich		shire_pres@plantagenet.wa.gov.au
✓	Executive Manager Works and Services	Mr David Lynch		mws@sop.wa.gov.au
✓	Community Emergency Services Manager	Mr Mike Barnes		cesm@sop.wa.gov.au
✓	District Emergency Services Officer	Mr Neville Blackburn		neville.blackburn@communities.wa.gov.au
AA	Department of Health	Ms Julie Hollingworth		julie.hollingworth@health.wa.gov.au
Visitors				
AA	Mount Barker Community College	Mr Andrew Fraser		andrew.fraser@education.wa.edu.au
AA	St John Community Paramedic	Mr David Rae		David.Rae@stjohnambulance.com.au
AA	Mount Barker Coop	Mr Gary Tempany		ceo@mtbarkercoop.com.au
AA	Pardelup Prison	Supt Jodi Miller		jodi.miller@justice.wa.gov.au
AA	Community Resource Centre	Mr Jono Wesley		Barker.baptist@gmail.com
AA	Department of Health Mount Barker and Denmark COVID-19	Ms Kylie Spencer		Kylie.spencer@health.wa.gov.au
AA	Chief Executive Officer	Mr Rob Stewart		ceo@sop.wa.gov.au
AA	Shire of Plantagenet	Cr Sue Etherington		Sue.e@plantangenetn.wa.gov.au
✓	Department of Fire and Emergency Services	Mr Adam Smith		
AA	Department of Fire and Emergency Services	Mr Wes Bailye		wes.bailye@dfes.wa.gov.au

✓ = Present AA = Apology