

**Local Emergency Management Committee Minutes**  
**27 October 2022 at 4.00 pm**  
**Shire of Merredin Council Chambers**  
**Cnr Barrack Street and King Street, Merredin**

<b>1.0 Attendance</b>	
Cr Phil Van Der Merwe	Shire of Merredin – Chair / Merredin VFRS
Chloe Townsend	Shire of Merredin – A/Deputy CEO
Lindon Mellor	Shire of Merredin – A/Executive Manager Engineering Services
Meg Wyatt	Shire of Merredin
Ashley Smith	DFES – District Officer, Natural Hazards
Scott Campbell	Merredin SES
Stephen Crook	Merredin Bush Fire Services
Di Dixon	Merredin Hospital
Karen Horsley	Merredin Hospital 4:22pm – 5:33pm
Tracy Pickering	Merredin College
<b>2.0 Apologies</b>	
Cr Mark McKenzie	Shire of Merredin – President
Lisa Clack	Shire of Merredin – CEO
Peter Zenni	Shire of Merredin – Executive Manager of Development Services
Cr Renee Manning	Shire of Merredin
Cr Romolo Patroni	Shire of Merredin
Jeremy Willis	DFES – Area Officer, Central Wheatbelt
Darrel Clohessy	DFES
Yvette Grigg	DFES – District Emergency Management Adviser
Philippa Davey	Department of Communities
Sally Trunfio	Department of Communities
Alan Matthews	Acting Station Manager – St John Ambulance
Scott Rastall	St John Ambulance
Gary Anderson	CBH
Gren Putland	Main Roads WA

### 3.0 Welcome

#### 3.1 Opening of Meeting

The Chair opened the meeting at 4:10pm and welcomed all in attendance. The Chair acknowledged the Traditional Owners of the land on which we meet today, the Njaki Njaki people of the Nyoongar Nation and paid his respects to Elders past, present and emerging.

### 4.0 Confirmation of Previous Minutes

**Motion:** *That the Minutes of the previous Meeting of the Local Emergency Management Committee held on 4 August 2022 be confirmed as a true and accurate record of proceedings.*

#### **Attachment 1**

**Moved:** L Mellor

**Seconded:** P Van Der Merwe

### 5.0 Business Arising from Previous Minutes

#### 5.1 Nil

**Outcomes:**

### 6.0 Correspondence

#### 6.1 Incoming Correspondence

- Yvette Grigg – SEMC Website
  - The SEMC website has changed locations, it has been brought under the WA government banner and is now available under the wa.gov.au website.
  - The direct link is <https://www.wa.gov.au/organisation/state-emergency-management-committee>
  - All of the state arrangements (plans, policies procedures and guidelines), grant and funding details as well as information on current projects are available at this new location.
- SEMC Communique – 04 August 2022 – **Attachment 2**

#### 6.2 Outgoing Correspondence

Nil

**Motion:** *That correspondence in/out be received as presented.*

**Moved:** A Smith

**Seconded:** L Mellor

### 7.0 HMA and other Agency Updates

#### 7.1 Agency Briefings pre-circulated (attached)

Nil

## **7.2 Other Agency Briefings**

### **Tracy Pickering – Merredin College**

We are currently experiencing the ripple effects of COVID-19 for staffing and access of relief staff. We have been crunching the numbers for next year, and we are concerned of the large number in secondary and small number in kindy coming in. We have 50 year 12 students leaving and 20 students coming into kindy. We have been looking at the projective numbers over next 5 years, understanding that there is private school however numbers are still down. We had a lockdown the other day, it was all resolved very quickly, the police were in attendance and they were very prompt. There is a concern with private family conflicts coming into the school grounds, however we are working with families on that. There was an incident earlier in the year when an ambulance was brought in, and we do send students down to the hospital if they suffer any sprains etc.

### **Di Dixon – Merredin Hospital**

The hospital is going okay. We are currently running on agency with 11 agency staff, and we currently have 10 vacancies with nursing. It has been hard to recruit and the job adverts keep getting extended as there are no applicants. I am now permanent, no longer acting. The theatre has started and is going well, there is a new surgeon. Dr Ward is looking at coming every month if not every second week and an Orthopaedic Surgeon will be visiting quarterly. The average numbers through the ED are sitting at 65 each week, and we are averaging about 4-6 transfers out per week through RFDS which is becoming harder due to transport and RFDS being so busy. We have a new system APT (Ambulance Patient Transport) which is all centrally located, we are working with it and are having lots of meetings about transport collaboration. We currently do a lot of St John Ambulance transfers to Northam for CT scans, and we are keeping track of that to see if we can build a CT scan in Merredin. Police are great at responding when needed, we have had one incident this year and the Police were very quick to respond to that. For ambulance transport we have had to rely a lot on Kununoppin. RFDS have just commissioned a chopper that will be able to come out as far as here.

*Karen Horsley entered the Chambers at 4:22pm.*

### **Karen Horsley – Merredin Hospital**

I have a meeting tomorrow with the whole of the region to speak about the Christmas period, we have a roster that has 6 doctors on it that cover the region, but 5 out of 6 doctors want leave either up to Christmas or over Christmas, we are struggling for doctors over the Christmas period. We still have the telehealth services, so if patients aren't really unwell, they can still be managed by that. Will make sure our ED staff are confident with plastering and suturing. The staffing workforce is probably our number one risk at the moment, and that would be across the region and across WA. We won't be doing PCR swabbing at the hospital unless they are sick, it will be done either by a GP or PathWest, and will be done through a booking they can't just rock up. Think masks will be the new normal for us in hospitals, and I would still suggest to people while they are out in the community to keep your distance, and keep up hand hygiene. Staff accommodation is another issue for us, other thing we are also doing is staff security with accommodation, making sure accommodation is safe for staff. We only have a limited number of accommodation available in the nurses quarters so when agency workers come in we need places for them.

### **Stephen Crook – Merredin Bush Fire Services**

Bushfire services are going well. The Shire has extended the Emergency Services Officer contract (Sheree Lowe) who is doing a power of work, she has developed our Bushfire Operating Procedures (BOP) which we will review a couple times a year. The Shire has ramped up on our

water supplies which is good. All the trucks are serviced and ready to go and all the brigades have had their preseason fire meetings. The Hines Hill 3.4 has been a continuing issue and the Shire has spent a lot of money on it, it was scheduled to be replaced in 19/20 but we still don't have it. There are some other trucks scheduled for 22/23 which may have the same issue with wait times. Firebreaks are pretty good, and our biggest issue we probably have is the fuel load not just in paddocks but on the road verges.

#### **Ashley Smith – DFES District Officer, Natural Hazards**

Ashley introduced himself to the group. DFES have been running some preseason forums for Chief Bushfire Control Officers, Deputy Chief Bushfire Control Officers and Fire Control Officers in the area, they had one in Koorda last week, and there is one in Quairading tonight. Yvette is currently working on exercises for next year and will get info out as soon as she can. DFES are getting ready for the season, looking at the weather predictions it will be normal but with more storms. The worst case scenario is we will see a tropical storm around the Merredin area, so we are making sure SES are getting prepared in Merredin and across the region.

#### **Scott Campbell – Merredin SES**

Scott introduced himself. Storms will be where our focus for training will be coming up. We have been working on a recruitment and retention campaign, and we are back up to the 12 member mark. SES have started training around search and rescue capability, and have a search dog named Jackson who lives in Merredin now. Our training focus has been search and rescue but going forward training will go into cyclone and storm and ground support for fires. Deployments have been quiet, but we have had a request from SES NSW to assist with the floods, we will see how this will go in the future, but they have put out calls.

#### **Lindon Mellor – Shire of Merredin**

The Shire is ticking along, the outdoor crew have spent a lot of time getting our own land and blocks cleared, working on fire breaks, and trying to get out to our roads and get them cleared out. We are trying to fill gaps at the moment, working on getting prepared for fire season. The plan is to have the water tanker in town, trying to not have it out of town unless needed. One thing we are doing as we are replacing tanks is putting fire reserves into all tanks so even if other people are using them there is always water for fires.

#### **Chloe Townsend – Shire of Merredin**

In Sheree's absence we are trying to get everything completed and organised, the Administration have been supporting the bushfire brigades with appliance servicing.

#### **Phil Van Der Merwe – Merredin VFRS**

VFRS have been relatively busy. Since the last meeting the main incidents we have had have been truck incidents, we have had 5 incidents with trucks in the last 2 months, however not all down the highway. We are only getting more and more movements with harvest so be careful out there. There was a very tragic accident yesterday morning in Toodyay so just keep it in mind, we don't wish it on anyone especially our other emergency service workers.

## **8.0 Standing Items (Submitted at each Meeting)**

### **8.1 Update of Contacts and Resources Register**

Removed Chris Thompson from WAPOL

Removed Sheree Lowe as Lieutenant and replaced with Stuart Low

Removed Vanita Patel

Removed Johnno Bowring and replaced with Duty Phone

Removed Lyndon Clark and replaced with Troy Stanik

Added mobile number for Gary Anderson

Removed Debbie Morris  
Removed Melissa Ivanetz and replaced with Megan Saggars  
Updated Title and Agency Address for Gren Putland.  
Removed Elizabeth Davies and replaced with Melanie Irvine.  
Added after hours contacts for Main Roads WA Incident Manager and Duty Officer.  
Updated Main Roads WA details under Support Organisations from 'Wheatbelt North' to 'Wheatbelt Region', updated the address from 126 Peel Terrace to 120 Peel Terrace and removed local contact number.

Chloe Townsend advised that we need to remove Megan Saggars and replace with Steven Dewick.

Karen Horsley advised this would be her last meeting however they were unsure who would be replacing her.

## **8.2 Change of Positions/Leave and Acting Arrangements Notification**

Removed Sheree Lowe as Lieutenant and replaced with Stuart Low

## **8.3 Incident Support Group Activations**

Nil

## **8.4 Risk Profile Change**

Nil

## **8.5 Local Emergency Management Arrangements**

Nil

## **8.6 Local Recovery Plan**

Nil

## **8.7 Report and/or debrief of any LEMC exercise(s)**

Nil

## **9.0 Documentation**

Nil

## **10.0 Presentations or Proposed Exercises**

### **10.1 Emergency management discussion exercise**

*Desktop Exercise - Basic Scenario:*

In mid- November during harvest, the driver of a service truck travelling east on Great Eastern Highway has a medical episode and fails to stop at the railway crossing. A loaded grain train clips the front of the truck causing it to spin 90 degrees and roll onto it's side. The train is not de-railed but comes to a halt, blocking Great Eastern Highway completely. The driver of the truck is unable to get out of the cab – injuries unknown (keep them relatively minor). Fluid is leaking from the two tanks on the rear of the service truck onto the road surface. The train driver struck their head during impact and is complaining of dizziness and nausea.

### What are the response considerations?

The response considerations, each agencies roles and what would need to be done was discussed between the group.

Pictures of another incident were displayed on the screen. This incident was discussed in details and all committee members discussed the response considerations, each agencies roles and what would need to be done if it occurred within the Merredin area.

## 11.0 General Business

### 11.2 LEMC appointment of voting delegates and proxies

Letters are in the process of being drafted and will be sent to each agency requesting voting delegates.

### 11.3 Around the table

Nil

## 12.0 Next Meeting

**Motion:** That the next LEMC Meetings be held on the following dates:

Date and Time	Venue
Thursday, 2 February 2023 at 4.00 pm	TBC
Thursday, 4 May 2023 at 4.00pm	TBC
Thursday, 3 August 2023 at 4.00pm	TBC

**Moved:** D Dixon

**Seconded:** S Crook

## 13.0 Close

There being no further business, the Chair closed the meeting at 5:33 pm, thanking all in attendance.