

**Local Emergency Management Committee Minutes**  
**26 November 2020 at 4.00 pm**  
**State Emergency Services Unit**  
**7 Benson Road Merredin**

### 1.0 Attendance

Chris Thompson	WAPOL - Chair
Cr Julie Flockart	Shire of Merredin – President (Arrived 4.17pm)
Mark Dacombe	Shire of Merredin Temporary CEO (Arrived 4.17pm)
Cr Phil Van Der Merwe	Shire of Merredin
Andrina Prnich	Shire of Merredin – Deputy CEO
Calvin Shotter	Shire of Merredin - EMES
Stacey Jaskiewicz	Shire of Merredin - Ranger
Gabriella Rechichi	Shire of Merredin – ASO
John Flockart	Merredin Bush Fire Services
Matthew Reimer	DFES
Sally Trunfio	Department of Communities
Scott Rastall	St John Ambulance
Chris Cox	Merredin Hospital
Adriana Coniglio	St Mary's School (Arrived 4.19 pm)
Sheree Lowe	Merredin VFRS
Mark Briggs	Merredin SES
Janelle Lane	Merredin College

### 2.0 Apologies

Cr Romolo Patroni	Shire of Merredin – Chairperson
Peter Zenni	Shire of Merredin
Mark Tobiassen	WAPOL
Elizabeth Moody	Merredin Residential College
Gren Putland	Main Roads WA
Caitlin Gregson	Force Real Estate
Gerry Duke	CBH
Nicholas Hopkin	CEACA
Debbie Morris	CRC Manager
Joanne Spadaccini	Department of Communities
Yvette Grigg	Office of Emergency Management
Gareth Davies	Merredin Energy
Stephen Crook	Merredin Bush Fire Services
Jeremy Willis	DFES
Leigh Nelson	Merredin College

## 3.0 Welcome

### 3.1 Opening of Meeting

The Chair opened the meeting at 4.02 pm noting that a quorum was present and welcomed all in attendance.

## 4.0 Confirmation of Previous Minutes

**Motion:** That the Minutes of the previous Meeting of the Local Emergency Management Committee held on 3 September 2020 be confirmed as a true and accurate record of proceedings.

**Moved:** Andrina Prnich

**Seconded:** Matthew Reimer

**Carried**

## 5.0 Business Arising from Previous Minutes

### 5.1 Risk Profile Change - Solar Farm –

*This item has been on the LEMC agenda for discussion for some time on the Risk Management and Entry availability for emergency access at the solar farm. The Shire of Merredin will add the solar farm to its Risk Registry. Currently there is only one access point and there is a need for the farm to install a major vehicle access gate. Leasing property landowner needs to maintain a break within their fence and manage fuel limit. The Shire's Ranger will conduct fire break inspections in November 2020.*

#### **Outcomes:**

The Shire of Merredin has noted that Risen Energy Solar Farm is to be added to its Risk Registry.

## 6.0 Correspondence

### 6.1 Incoming Correspondence

Nil

### 6.2 Outgoing Correspondence

Nil

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

**Moved:** Cr Phil Van Der Merwe

**Seconded:** Chris Cox

Carried

## 7.0 HMA and other Agency Updates

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

- a. Shire of Merredin Report
- b. Wheatbelt District EM Advisor Report
- c. DFES/SES Report
- d. WAPOL Report
- e. DC Wheatbelt DESO Report
- f. DCBCO Report
- g. Merredin College Report

### 7.2 Other Agency Briefings

St John's Ambulance advised the meeting it will email its Agency Briefing to the Shire for distribution.

WAPOL advised the meeting that there are four constables moving on from Merredin and the Police will be a lighter presence until they are replaced.

## 8.0 Standing Items (Submitted at each Meeting)

### 8.1 Update of Contacts and Resources Register

Simon Menz from St John's Ambulance removed from contact registry  
Scott Rastall from St John's Ambulance added to contact registry  
Merredin College phone numbers have changed and have been updated in the contact register.

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

Mark Tobiasen from WAPOL has received a promotion and will be moving away from Merredin.

### 8.3 Incident Support Group Activations

### 8.4 Risk Profile Change

Start at the beginning of 2021

### 8.5 Local Emergency Management Arrangements

The Meeting worked through modules 1, 2,3 and 4 of the Local Emergency Management Arrangements.

## 8.6 Local Recovery Plan

The Meeting is reviewing Local Recovery Plan in the Local Emergency Managements Arrangements.

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

WAPOL informed the meeting that their participation in both the Exercise on 3 September and the Merredin Peak will be acceptable to DFES as part of their training requirements. A report will be prepared accordingly.

## 9.0 Documentation

Nil

## 10.0 Presentations or Proposed Exercises

Nil

## 11.0 General Business

Nil

## 12.0 Next Meeting

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

Date and Time	Venue
Thursday, 4 February 2021 at 4.00 pm	Staff Room, Merredin Residential College
Thursday, 6 May 2021 at 4.00 pm	Merredin Fire Station
Thursday, 5 August 2021 at 4.00 pm	St John's Sub Station
Thursday, 7 October 2021 at 4.00 pm	North Merredin Primary School

Moved: Cr Phil Van Der Merwe

Seconded: Cr Julie Flockart

**Carried**

## 13.0 Close

There was no further business and the Chair closed the meeting at 5.27 pm and thanked all in attendance.