

Shire of Merredin Local Emergency Management Committee Minutes



Minutes of the Local Emergency Management Committee
meeting to be held at 4.00pm on Thursday 23 April 2020
Via Zoom

1.0 Attendance

Cr Romolo Patroni	Shire of Merredin – Chairperson
Cr Julie Flockart	Shire of Merredin – President
Cr Mal Willis	Shire of Merredin – Deputy President
Mark Dacombe	Shire of Merredin – Temporary CEO
Andrina Prnich	Shire of Merredin – Deputy CEO
Peter Zenni	Shire of Merredin - EMDS
Stacey Jaskiewicz	Shire of Merredin - Ranger
Gabriella Rechichi	Shire of Merredin - ASO
Mark Tobiassen	WAPOL
Karen Horsley	Merredin Hospital
Christopher Cox	Merredin Hospital
Sally Trunfio	Department of Communities
Sheree Lowe	Merredin Volunteer Fire and Rescue Service
Matthew Reimer	DFES
Renee Manning	Department of Primary Industries and Regional Development
Elizabeth Moody	Merredin Residential College
David Prnich	Belgravia Leisure (MRCLC)
Debbie Morris	CRC Manager
Rose Crane	Office of Melissa Price – Federal Member for Durack
Shaun Whisson	Merredin IGA – Store Manager
Gareth Davies	Merredin Energy
Ross Billing	Collgar Windfarms
Ron King	Merredin Farms
Adriana Coniglio	St Mary's School Principal
Caitlin Gregson	Property Manager for CEACA units
2.0 Apologies	
Gren Putland	Network Operations Manager, Main Roads, WA
John Flockart	Merredin Bush Fire Services
Joanne Spadaccini	Department of Communities
Simon Menz	St John Ambulance
Mark Briggs	Merredin SES
Phil Van Der Merwe	Merredin Volunteer Fire and Rescue Service
Leigh Nelson	Merredin College
Jeremy Willis	DFES
Yvette Grigg	Office of Emergency Management

3.0 Welcome

3.1 Shire President, Cr Julie Flockart – The President welcomed the attendees to the second LEMC meeting for 2020 and acknowledged the traditional Owners of the land and gave her respects to Elders past, present and emerging.

3.2 Chairperson - Cr Romolo Patroni – Opening of meeting – The Chairperson declared the Meeting open at 4.05 pm.

4.0 Confirmation of Previous Minutes

Motion: *That the minutes of the previous meeting of the Local Emergency Management Committee held 24 March 2020 be confirmed as a true and accurate record of proceedings.*

Moved: Mark Tobiassen

Seconded: Karen Horsley

Carried

5.0 Business Arising from Previous Minutes

Deferred

6.0 Correspondence

6.1 Incoming Correspondence

Nil

6.2 Outgoing Correspondence

Nil

7.0 HMA and other Agency Updates

7.1 Agency Briefings pre-circulated (attached)

7.2 The meeting received brief updates from Other Agencies

Rose Crane - Office of Melissa Price – Federal Member for Durack

Minister is proud of the way members of her Electorate have responded to social distancing and hopes people will continue as is the message from the Federal Government to flatten the curve. Concerned about the month's wait for the Job Keeper Allowance and finances for businesses. Gave advice on the how the office can be contacted for more advice.

Merredin Hospital – Karen Horsley

Confirmed there were no new cases in Western Australia overnight. From Wheatbelt perspective 10 people tested positive, 9 people have already recovered. Most cases were from cruise ship passengers and overseas travellers, meaning there was no inter-community transmission.

All sites in Wheatbelt area have taken a proactive response to non-transmissions, meaning the hospital staff, before every shift as well as the public are asked appropriate questions before they are granted entry into the hospitals. These safety precautions are being practiced by all WA Country Health Sites.

If there is anyone unwell or showing any COVID-19 symptoms (which include recent overseas or interstate travel, severe flu like symptoms, sore and itchy throat, fever and persistent cough) they are advised to go to ED for assessing, screening and testing. While waiting for test results patients are advised to go into self-isolation until results are in. Patients with positive results are contacted

by the Public Health Unit, who then perform contact tracing to advise anyone who has been in close contact with the patient within the 48 hours contagious period.

The Hospital and St Johns are working closely together, and St Johns advise if they are bringing in a patient with potential COVID-19 symptoms so the hospital can be prepared, and the patient can be taken to a designated isolated area.

Visiting hours at the hospital have been restricted to protect patients, especially the elderly and vulnerable. CHSP Patients are also being closely monitored.

General attendance in the ED has been down recently, although seriously ill patients are still presenting themselves appropriately for treatment.

Elective surgeries will recommence after the ANZAC day long weekend.

Christopher Cox Merredin Hospital

Gave thanks and appreciation on behalf of the hospital to the community for their social distancing measures.

Caitlin Gregson - CEACA

Postponed any visits from Perth. Inspections have been postponed until further notice and management are working closely with CRC.

Debbie Morris -CRC

All Merrittville Retirement Village residents have been notified to contact the CRC or Wendy from the Shire of Merredin Library if they require any assistance.

Volunteers are going well and there are more volunteers than are needed and a waiting list of more volunteers wanting to join.

Mark Tobiassen - WA Police

Trying to promote amongst the community the new G2G Pass app available on phones for residents to get through roadblocks.

Renee Manning - Department of Primary Industries and Regional Development

Main issue is around food security. A working group has been established on examining the risks to distribution associated with delivering food to supermarkets as well as a food price data collection which is applicable across the whole region. On the Department's website there is guidance on COVID 19 for food businesses and grain and livestock information for farmers as seeding season is approaching. The Development Commission, RDA Wheatbelt and the Wheatbelt Business Network will collaborate to provide support to small and medium sized businesses during the COVID-19 economic recovery period.

Sheree Lowe - Merredin Volunteer Fire and Rescue Service

Business as usual.

Adriana Coniglio – St Mary's School

School is returning and attendance is by parental choice. Social distancing and cleaning advice will be followed. Bulk of lessons will be online, so no students are disadvantaged.

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Elizabeth Moody - Merredin Residential College

Residential college will remain closed to students until there is confirmation to reopen from the Health and Education Departments. Staff are working.

Gareth Davies- Merredin Energy

Business as usual.

Peter Zenni - Shire of Merredin - EMDS

Advised that Dr Andrew Robertson the WA Deputy Chief Health officer will be writing to all WA Local Governments to reinforce the importance of the EHO role and health standards during the COVID-19 pandemic.

Shaun Whisson – Merredin IGA Store Manager

Social distancing is being practised. There is still head counting of customers in the store depending on how busy it is. Currently the availability of stock from Metcash is 50%.

Cr Romolo Patroni – Chairperson

The Chairperson noted that the community was in a good position and invited the Shire to inform the meeting on proceedings since the last LEMC Meeting, the way forward and the Shires Agency report.

Andrina Prnich – Shire of Merredin - DCEO

All Shire facilities and playgrounds have been closed and 95 % of Shire staff are working from home. With the exemption of DoT functions which can be performed at the Shire Office by appointment.

The Shire has formed an Emergency Support Team, which has been working on several projects providing community support to local community, economic support for local businesses as well as community wellbeing. A database was collated to identify the community's most vulnerable, isolated, and elderly residents. In collaboration with the CRC and the Office of Mia Davies a volunteer task force was created to pair together the vulnerable with volunteers. This process is now being managed by CRC.

The Shire has been keeping the community informed and connected on their social media platforms and also introduced the red and green card system to indicate if residents need help, as well as the "Favour for your Neighbour" to provide assistance or look out for your neighbour in this time. Numerous offers from local business have come in offering to aid the community where required. The library was closed, but the public health advice is changing, while libraries cannot be open, a click and collect book system will be introduced.

An online business directory was set up, so businesses can advise their opening hours and measures they are taking on safety during COVID-19 and Shire staff are doing weekly check ins to businesses.

Mark Dacombe – Shire of Merredin - TCEO

The April Shire Council meeting was held by Zoom and streamed on social media and attendance was positive.

The Shire is constantly reviewing their practices and following advice from Federal and State and Agencies.

8.0 COVID-19 Preparation, Action and Recovery Planning

8.1 LEMC Sub-Committee/s

The meeting agreed to form two sub-committees to focus on the community support and the economic/business support during the next phase of the recovery period of the COVID-19 pandemic.

Each Sub-Committee will include elected members, be supported by a Shire officer, and will comprise of key organisations that will enable inter-agency work on projects when appropriate and allow for more frequent co-ordination meetings.

Below is a table of the key agencies that would form the initial sub-committees.

Community Support	Economic/Business Support
Shire of Merredin	Shire of Merredin
Temporary CEO (or nominee)	Temporary CEO (or nominee)
WA Police	Department of Primary Industries and Regional Development
Merredin Hospital	Department of Communities
Department of Communities	Community Resource Centre
Community Resource Centre	Representative of business community
Education – (Merredin College)	

8.2 Other

9.0 Standing Items to be considered at each meeting

9.1 Update of Contacts and Resources Register

The Chair advised the meeting of their responsibilities to ensure their contact details are correct and up to date and asked the Temporary CEO to ensure the agenda and papers are sent out earlier going forward.

9.2 Change of Positions/Leave and Acting Arrangements Notification

The Chair advised the meeting of their responsibilities to advise the committee if there is a change of positions.

9.3 Incident Support Group Activations

Nil

9.4 Risk Profile Change

Nil

9.5 Local Emergency Management Arrangements

Nil

9.6 Local Recovery Plan

Nil

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

10.0 Documentation

11.0 Presentations or Proposed Exercises

11.1 LEMC Roles and Responsibilities

Yvette Grigg - DFES

(POSTPONED to future meeting)

12.0 General Business

13.0 Next meeting

The TCEO advised that the next full meeting of LEMC should be scheduled for two months' time (25 June 2020 at 4.00pm) unless a need arose in the interim with the sub-committees meeting in between.

14.0 Closure

There was no further business and the Chairperson closed the meeting at 5.11 pm thanking all those in attendance.