

Local Emergency Management Committee Minutes
4 May 2023 at 4.00 pm
Shire of Merredin Council Chambers
Cnr Barrack Street and King Street, Merredin

1.0 Attendance	
Cr Phil Van Der Merwe	Shire of Merredin – Chair / Merredin VFRS
Lindon Mellor	Shire of Merredin – Executive Manager Engineering Services
Sheree Lowe	Shire of Merredin – Emergency Services Officer
Garth Civil	DFES – A/Superintendent, Goldfields Midlands
Ashley Smith	DFES – District Officer, Natural Hazards
Scott Campbell	Merredin SES
Joanne Spadaccini	Department of Communities
2.0 Apologies	
Chloe Townsend	Shire of Merredin – A/Deputy CEO
Peter Zenni	Shire of Merredin – Executive Manager of Development Services
Yvette Grigg	DFES – District Emergency Management Adviser
Jeremy Willis	DFES – Area Officer, Central Wheatbelt
Michael Caughey	Merredin Bush Fire Services
Sally Trunfio	Department of Communities
Philippa Davey	Department of Communities
Alan Matthews	A/Station Manager – St John Ambulance
Di Dixon	Merredin Hospital
Laurent Marsol	Department of Parks and Wildlife
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, 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 2 February 2023 be confirmed as a true and accurate record of proceedings.*

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 – Invitation to WEROC Emergency Management Day, 28/3/23

Yvette Grigg – summary documents from the WEROC Emergency Management Day

Yvette Grigg – report of WEROC Emergency Management Day for LEMC

6.2 Outgoing Correspondence

***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

Nil

7.2 Other Agency Briefings

Merredin Hospital (submitted prior to the meeting by email from Di Dixon)

- Continue with Agency staffing to cover shortfalls
- Recruitment for Registered and Enrolled nurses in progress
- 4 new Grads commenced in March
- Nurse Practitioner position advertised currently
- COVID continues to be an ongoing concern with high cases throughout the community and residential care

Merredin SES

Some members have left and others have joined. The unit currently has 12 active members, and are about to start another membership recruitment. They are trialing a slightly different training model with DFES whereby the theory components of courses are delivered online, and then they come together to complete the practical components. The SES have sent crews to assist with the flooding in New South Wales and the Kimberley, as well as land searches around Kambalda.

We are looking at doing a combined water bombing session with SES and VFRS, but this is still in the early stages of planning.

DFES

Today is International Firefighter Day. DFES will hold their annual service on Sunday 7 May, and the Northam Regional Office will be running a regional service on 13 May. Wear Orange Wednesday to promote SES takes place on Wednesday 17 May. A review of the 2022/23 fire season will be taking place at the Northam Regional Office next Wednesday.

Merredin VFRS

Merredin VFRS have attended several calls since the last meeting but nothing too major.

Shire of Merredin

The Shire has a new water trailer (which will be based at the Depot as a back up for the water tanker) and a new grader.

The Chair asked if the water tank had been repaired at the tip – Lindon advised that it was the pump on the truck that was the issue, not the water tank, and that has been repaired.

Department of Communities

Jo has been on multiple deployments since the beginning of March, assisting with the aftermath of flooding and cyclones, and is gaining a lot of new knowledge and experience. She is currently assisting people living on country applying for properties, obtaining white goods, etc. Jo discussed the Givit platform, which connects people in need with people willing to make donations. In coming months the Merredin Regional Community & Leisure Centre will be reviewed in its capacity as an evacuation centre, and she will be running training sessions for Shire staff to be confident in opening and taking over management of an evacuation centre. Training will be 2-3 hours depending on group size and is proposed for July/August.

8.0 Standing Items (Submitted at each Meeting)

8.1 Update of Contacts and Resources Register

Removed Graeme Keals and added Laurent Marsol for Department of Parks and Wildlife.

Removed Chloe Townsend as Deputy Chief Executive Officer, Shire of Merredin.

Removed Stephen Crook as Chief Bush Fire Control Officer and replaced with Michael Caughey.

Added Glenn Crees as Deputy Chief Bush Fire Control Officer.

Added Senad Begic and Chloe Roissetter as contacts for Merredin IGA.
Updated Ash Smith and Jeremy Willis's phone numbers.
Moved SES under DFES in "Hazard Management Agencies".
Separated Merredin VFRS and Merredin Bush Fire Brigades in "Shire resources" and added Merredin VFRS resources.

8.2 Change of Positions/Leave and Acting Arrangements Notification

Laurent Marsol has been appointed Fire Operations Officer for the Wheatbelt Region at DBCA.

Chloe Townsend has completed her time as Acting Deputy Chief Executive Officer.

Stephen Crook has stepped down as Chief Bush Fire Control Officer for the Shire of Merredin and been replaced by Michael Caughey. Glenn Crees has replaced Michael as Deputy Chief Bush Fire Control Officer.

The Chair drew the meeting's attention to a significant change of position with Stephen Crook stepping down as Chief Bush Fire Control Officer after an estimated 20 years of service. The Chair acknowledged Stephen's commitment to the Merredin community.

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)

Kellerberrin Emergency Management Day.

Due to low attendance numbers, this item was tabled for discussion at the August 2023 meeting.

9.0 Documentation

Nil

10.0 Presentations or Proposed Exercises

10.1 Emergency management discussion exercise

Due to low attendance numbers and diversity of agencies present, this item was tabled for discussion at the August 2023 meeting.

11.0 General Business

11.1 LEMC appointment of voting delegates and proxies

Letters have been distributed to all agencies requesting nomination of voting delegates and proxies. Agencies in attendance provided their delegates and proxies.

11.3 Around the table

Garth Civil: A few Bush Fire Brigade appliances have recently been handed over to brigades in neighbouring Shires. A location is needed for an official handover and photo opportunity with the Minister, and as Merredin is central, they would like to do it here. The Chair advised that politicians would need to be advised in advance that local brigades are waiting on overdue appliance replacements if this were to go ahead.

The Chair acknowledged that today is Lindon's last LEMC meeting for the Shire of Merredin. He thanked Lindon for his interest and commitment to LEMC and emergency management, advising that it had made a big difference to the efficiency of emergency response.

12.0 Next Meeting

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

Date and Time	Venue
Thursday, 3 August 2023 at 4.00pm	Council Chambers
Thursday, 5 October 2023 at 4.00pm	TBC
Thursday, 1 February 2024 at 4.00pm	TBC
Thursday, 2 May 2024 at 4.00pm	TBC

Moved: J Spadaccini

Seconded: A Smith

13.0 Close

There being no further business, the Chair closed the meeting at 4:44pm, thanking all in attendance.