

Local Emergency Management Committee Agenda
1 October 2026 at 3.00 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
Craig Watts	Shire of Merredin
Musa Mono	Shire of Merredin
Suzanne Doncon	Shire of Merredin
Greg Hart	WA Police
Natalie Bell	Department of Fire and Emergency Services
Alex Wilson	Department of Fire and Emergency Services
Danielle Parkin	Merredin SES
Vivienne Gardiner	Department of Communities
Di Dixon	WA Country Health Service
Terrence King	Western Power
Renae	Thrive West
2.0 Apologies	
Cr Donna Crook	Shire of Merredin
Cr Hayley Billing	Shire of Merredin
Cr Lisa O'Neill	Shire of Merredin
Cr Paul Boehme	Shire of Merredin
Cr Peter Madigan	Shire of Merredin
Codi Brindley-Mullen	Shire of Merredin
Ashleigh Jones	Share and Care
Melissa Silbey	Share and Care
Paul Mason	Department of Fire and Emergency Services
Andrae Moore	Department of Fire and Emergency Services
Sheree Lowe	Merredin VFRS
Glenn Crees	Merredin Bush Fire Services
Paul Wanless	Merredin Bush Fire Services
Michael Phillips	Department of Communities
Mark Schorer	Department of Communities
Kelly Trinne	Department of Communities
Alan Matthews	St John Ambulance
Jacinta Herbert	WA Country Health Service
Lesley Watson	WA Country Health Service
Gren Putland	Main Roads WA
Greg Shea	Department of Primary Industries and Regional Development
Kylie Cattaway	Merredin College
Caine Denyer	Merredin Residential College
David Hamersley	St Mary's School
Gary Anderson	CBH
Troy Stanic	Water Corporation
Jo Trachy	CEACA
Steve Bell	NDIS
Sarah Menschelyi	Share and Care
Tania Darby-Gethin	REED Merredin
Karalyn Walsh	REED Merredin
Andrina Prnich	Merredin Community Resource Centre

3.0 Welcome

3.1 Opening of Meeting

The Chair welcomed all in attendance and opened the meeting at 3:09pm.

4.0 Guest Presentation

4.1 Nil

4.0 Confirmation of Previous Minutes

Recommendation: *That the Minutes of the previous Meeting of the Local Emergency Management Committee held on 6 August 2026 be confirmed as a true and accurate record of proceedings (Attachment 1).*

Moved: G. Hart

Seconded: T. King

5.0 Business Arising from Previous Minutes

5.1 Agenda Item from the Department of Communities for the August 6th Meeting.

The Department of Communities requested that the Shire provide information about the following:

- The built form of the current evacuation centres;
- If the Shire is going to continue using the Residential College and the Merredin Regional Community & Leisure Centre (MRCLC) or if we have any other proposed evacuation centre; and
- The historic flood zone of the Shire.

The Shire has collated information on the MRCLC as requested but was unable to provide any information on the Residential College. The Shire also provided the historic flood information for the 1979 flood.

The Shire proposes that the MRCLC continues at the primary evacuation centre for the Shire, with the Residential College as the secondary evacuation centre when not in use. The Shire is currently in the process of investigating the use of Merredin College as an additional secondary evacuation centre.

6.0 Correspondence

6.1 Incoming Correspondence

Greg Hart – “Service Authorities Notification – Emergency Services” (Received by Shire A/ESO, forwarded to LEMC 26/08/2026)

Natalie Bell – “H5 Birdflu – DPIRD update” (Received by Shire A/ESO, forwarded to LEMC 26/08/26)

Jo Spadaccini – “Department of Communities – Evacuation Centre Training – Placeholder” (Received by Shire A/ESO, forwarded to LEMC 21/09/2026)

6.2 Outgoing Correspondence

Nil

7.0 Standing Items (Submitted at each Meeting)

7.1 Update of Contacts and Resources Register (Attachment 2)

- **Nigel Hasson** has been removed as the A/Area Officer (Central Wheatbelt) for the **Department of Fire and Emergency Services** and replaced by **Paul Mason** as Area Officer (Central Wheatbelt).
- **Laurent Marsol** has been removed as Fire Operations Officer for **Department of Parks and Wildlife**.
- **Alex Wilson** has been included as the Community Emergency Services Manager (Bruce Rock, Merredin and Narembeen) for the **Department of Fire and Emergency Services**.

7.2 Change of Positions/Leave and Acting Arrangements Notification

- **Nigel Hasson** has been removed as the A/Area Officer (Central Wheatbelt) for the **Department of Fire and Emergency Services** and replaced by **Paul Mason** as Area Officer (Central Wheatbelt).
- **Alex Wilson** has been included as the Community Emergency Services Manager (Bruce Rock, Merredin and Narembeen) for the **Department of Fire and Emergency Services**.

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

8.0 General Business

8.1 Agency briefings (pre-circulated)

Nil

8.2 Around the table – agency briefings

Merredin SES

Had one call out to Mukinbudin to a house which lost its roof, put a tarp over.

Chair: How is membership?

Have had 2 cadets sign up but have had to halt the progress of the cadet program as every member needs a Working with Children's check, the requirement of one member per cadet for mentorship and needing approval from the superintendent.

Merredin Hospital

Quite a few vacancies at the moment, especially with the doctors, however staffing of nurse practitioner is looking promising, with fourteen-day coverage from November with 2 nurses as backup. There seems to be a shortage of agencies to fill our leave component, we are currently working 12hr shifts as a result. It has been quite busy in Emergency with about 70-80 patients a week, and about 7-8 transfers out per week, so the acuity is up.

As the medical centre has closed, one of the GP's is now based out of a room at the hospital

Chair: How do people get in contact with the GP?

The GP has a number and online booking system, so people can contact them directly, this practice is run completely separate from the hospital only the location is shared.

We have also managed to secure a permanent Radiographer, with theatres staying the same.

No aged care beds are available with a waiting list of currently 22 people.
Organizationally, the Hospital has just moved to a district model from the previous regional model.

Thrive West

Have lost and gained clients recently, currently running 3 staff members short however, we have recently applied for a grant for Palliative Care

Shire of Merredin

Our CESM started as of this week. He will be working with our ESO to cover all emergency related work at the Shire with the CESM expected to complete the more high level CESM request/jobs. The town maintenance team has started the slashing program in preparation for the fire requirements, prior to infringement notices going out. We are in the process of applying for AWARE Funding, to hire a contractor to review the LEMA, recovery plan, and localized risks and hazards.

ESO will soon send out requests for December contact details for when people are expected to be away for the holiday period.

CESM

I come from a Bush Fire background and have been to some serious deployments previously Still finding my feet, meeting the relevant people, finding the gaps. It's an ongoing system.

Chair: Where are you from?

From Lake King as a Volunteer.

Chair: we're you the SECM down there?

No, bush fire brigade down there and Fire and Emergency Services in Cunderdin. My background is mostly underground mining and truck driving.

VFRS

More traffic accidents than usual, otherwise nothing major. The number of Volunteers is down, so will probably need to do a drive soon. There is a high fuel load this year especially on the sides of roads and vacant lots. So we could be in for an interesting year from a fire perspective.

CESM: when was the last big fire?

About 5 years ago at Caw St, but there's usually 1 decent fire per year which needs air support

CESM: Air support is up and running with water already in place, just going through more training for ground crews. Just looking at markings for helitaks.

SES: SES is set to get re-filling training

CESM: There is re-filling training planned in Bruce Rock 6th of November, currently has 30-40 participants signed up.

Western Power

New escalations for quite a while now, which is great. The Merredin section has staffing at a 10 year high and are just preparing for the high threat period by running through our procedures and work instructions and making sure we're fire ready.

Police

Doing well, only one sergeant position is currently vacant, and we've had no major incidents other than the traffic accidents with only one fatality from a car crash since last meeting [August]. We've began preparing for the fire season, by putting the bush fire kits in the vehicles and practicing road closures and procedures.

Change in equipment with a portable Starlink which can now be passed to other Emergency services on a short-term basis.

Shire CEO: have spoken to DFES, and they won't support Starlink.

CESM: DFES will support the ongoing costs but won't pay for the equipment itself.

Department of Communities

The Department is preparing for the fire season, with significant focus on communication with the local governments in relation to the use of evacuation centres.

The Department will be running a training session for Merredin about the local evacuation centre. This is part of the Department of Communities is undergoing a statewide review of evacuation centres after Cyclone Narelle, to ensure that the centres are adequately built to withstand cyclone conditions. Just going through and doing our Due Diligence in relation to the suitability of the current evacuation centres.

DFES

DFES hosted the annual forum for the Wheatbelt in September, where there were a series of interesting presentations (such as lithium-ion batteries and Spatial WA). I will send out the DEMC minutes and presentations, I get approval to send out, when I can. Just would like to thank everyone for their support.

There are a number of interesting weather events coming through, it's a different time with a number of storms coming through in the lead up to the high threat season. Remember that if there's any significant damage, Recovery funding is available, but the funding must be applied for as soon as possible. If you need any assistance I can help out.

LEMAs are the topic of discussion for the next few months as the new design models have been released and they really support the localisation of the LEMA. AWARE Grants close October 9th. Temporary Disaster Roaming starts today, so all eligible disasters compatible phones may use any participating carriers' network if there is power to do so. From a preparedness perspective, ensure all offline/Face-to-face contingencies for communication are still there for the coming season.

9.0 Presentations or Proposed Exercises

9.1 Presentation or Proposed Exercise

To organise a tabletop exercise for the February meeting. ESO is to get in contact with Natalie Bell to plan a tabletop exercise for the February meeting.

Hart: I've spoken with some contacts in Narembreen and they have offered to share some of their desktop exercises templates, however they've suggested we start small and work our way up to physical exercises.

10.0 Next Meeting

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

Date and Time	Venue
Wednesday, 3 February 2027 at 3pm	Shire of Merredin Council Chambers
Wednesday, 5 May 2027 at 3pm	Shire of Merredin Council Chambers
Wednesday, 4 August 2027 at 3pm	Shire of Merredin Council Chamber
Wednesday, 6 October 2027 at 3pm	Shire of Merredin Council Chambers

Moved: **A. Wilson**

Seconded: **G. Hart**

11.0 Close

The Chair thanked everyone in attendance, offered good luck for the Summer and closed the meeting at 3:44pm.