

Local Emergency Management Committee (LEMC)

AGENDA / MINUTES

DATE OF MEETING: Monday 6th April 2020
 TIME OF MEETING: 3.08pm
 VENUE: Teleconference - participant access code 89910105 followed by the # (hash) key
 TELECONFERENCE DETAILS: Call dial 1800 896 323,
 CORRESPONDENCE EMAIL: ceo@cuballing.wa.gov.au

Agency Links: Department of Health WA - <https://ww2.health.wa.gov.au>
 Department of Health Federal - <https://www.health.gov.au>
 Healthy WA: <https://healthywa.wa.gov.au/>

Incident Type	Human Epidemic
Incident Number/Name	COVID 19
Incident Level	CHO (State Human Epidemic Controller) declared Level 3.
Meeting opened & Welcome	Mark Conley, President Shire of Cuballing, opened the meeting at 3:08pm
Record of attendance	Mark Conley – Shire President, Shire of Cuballing Mark Hook – CEO Shire of Wickepin Gary Sherry – CEO Shire of Cuballing Kerry Fisher – Health Service Manager, Narrogin - WA Country Health Service Lisa Biglin –Aged Care Coordinator Wheatbelt - WA Country Health Service John Bouwman – OIC, Narrogin Police Phil Huggins – OIC, Wickepin OIC Grant Hansen – Area Officer Narrogin, Department Fire and Emergency Services Paul Blechynden – Area Officer Narrogin, Department Fire and Emergency Services Anthony Mort – CBFCA Shire of Cuballing Bronwyn Dew – Deputy CEO Shire of Cuballing
Apologies	Julie Russell – Shire President Shire of Wickepin
Confirmation of Previous Meeting Minutes	Confirmed
Confirmation of contact details	Refer to attached list.

ITEM	SPEAKER	DISCUSSION/DECISION	ACTION
1. Business arising from previous Minutes	M Conley	Noted completion of action item – Dept of Communities shared email advice	Nil
2. Standing Items		Nil	Nil
3. HMA/Agency Reports	K Fisher – Health L Biglin – Aged Care	<p>Quiet Weekend in Narrogin Hospital</p> <p>1 request for COVID testing. 1 test completed. 1 negative test</p> <p>New criteria for testing anticipated to increase test numbers.</p> <p>WACHS Wheatbelt are regularly liaising with aged care providers throughout region.</p> <p>Most providers are in virtual “lockdown” reducing or eliminating visitors.</p> <p>No respite at Karinya. Dillons, Kalkarni are still taking respite or have space available.</p> <p>Staff are liaising with vulnerable people/clients who receive care through packages</p>	Nil
4. Preparedness			Nil
4.1 Communications/public information			Nil
4.2 Business continuity plans (review and update all agencies)			Nil
4.3 Identification of vulnerable people			Nil
4.4 Identification of critical services			Nil
4.5 Community actions to promote resilience.			Nil
4. Impact Assessment			Nil
4.1 Detail any local/regional impacts – if relevant			Nil
4.2 Outline response to someone fulfilling the case definition			Nil
5. Recovery			Nil

5.1	Potential for significant, prolonged business disruptions		Nil
5.2	Implications for Psychosocial impacts		Nil
5.3	Other		Nil
6.	Agency Updates	DFES - P Blechynden	Continuing focus on ensuring welfare of volunteers. Restricted Burning has been extended to 30 April 2020.
6.1	Agency preparations – business continuity	WA Police - J Bouwman	Enforcing and advising on Travel Direction and acting on “mass gatherings” are current significant tasks. Road blocks are to be enhanced. Current staff resource levels are good with staff at home or not on leave. Defence Force personnel are assisting near metro area, and this may be extended.
6.2	Anticipated impacts		
6.3	Issues of concern		
6.4	Information requirements		
6.5	Other issues		
		Shire of Cuballing - G Sherry	Continuing service with staff working from home.
		Shire of Wickepin - M Hook	Meeting regularly with local police and St John Ambulance. Otherwise continuing service
7.	Other items		
8.	Details of Next Meeting	3pm Tuesday 14 April 2020	
9.	Meeting closed	3:26pm	

LEMC Contact List

PRESENT	NAME	ORGANISATION	ROLE	EMAIL
	Joanne Spadaccini	Department of Communities	District Emergency Services Officer Wheatbelt	Joanne.Spadaccini@communities.wa.gov.au
	Neville Blackburn	Department of Communities	District Emergency Services Officer Great Southern	Neville.Blackburn@communities.wa.gov.au
	Adam Smith	DFES	District Emergency Management Advisor	adam.smith@dfes.wa.gov.au
Yes	Grant Hansen	DFES	Area Officer, Upper Great Southern Region	ghansen@fesa.wa.gov.au
Yes	Paul Blechynden	DFES	Area Officer, Upper Great Southern Region	paul.blechynden@dfes.wa.gov.au
	Cathey Morey	Main Roads WA	Customer Service Manager	cathy.morey@mainroads.wa.gov.au
	Leanne Shields	Shire of Cuballing	Rates	rates@cuballing.wa.gov.au
Yes	Anthony Mort	Shire of Cuballing	Chief Bush Fire Control Officer	emergencyservices@cuballing.wa.gov.au
	Bruce Brennan	Shire of Cuballing	Manager Works & Services	worksmanager@cuballing.wa.gov.au
Yes	Mark Conley	Shire of Cuballing	President	president@cuballing.wa.gov.au
Yes	Gary Sherry	Shire of Cuballing	CEO	ceo@cuballing.wa.gov.au
	David Stacey	Shire of Wickepin	Fire Control Officer	dave_veronica@bigpond.com
	Gary Rasmussen	Shire of Wickepin	Manager Works	works@wickepin.wa.gov.au
	Julie Russell	Shire of Wickepin	President	yarlomadns@westnet.com.au crrussell@wickepin.wa.gov.au
Yes	Mark Hook	Shire of Wickepin	CEO	ceo@wickepin.wa.gov.au
	Roger Butler	Shire of Wickepin	Chief Bush Fire Control Officer	rogwen7@gmail.com
	Wes Astbury	Shire of Wickepin	Councillor	w.astbury@bigpond.com
	Clinton Hemley	St John Ambulance	Wickepin	Clintonh@treko.net.au
	Skye Moxham	St John Ambulance		skye.moxham@stjohnambulance.com.au
	Jackie Chiyabi	WA Country Health Service	Wickepin Nursing Post	jackiechiyabi@gmail.com
	Catrina Moffat	WA Country Health Service	Wickepin Nursing Post	Catrina.moffat2@health.wa.gov.au
Yes	Kerry Fisher	WA Country Health Service	Health Service Manager - Narrogin	kerry.fisher@health.wa.gov.au
	Kelly Miller	WA Country Health Service	A/Primary Health Manager Southern Wheatbelt Primary Health Service	Kelly.Miller@health.wa.gov.au
Yes	John Bouwman	WA Police	OIC Narrogin	john.bouwman@police.wa.gov.au
Yes	Phil Huggins	WA Police	Wickepin OIC	Phil.huggins@police.wa.gov.au
	Brendan Woodford	WA Police		brendan.woodford@police.wa.gov.au
	John Lane	WALGA	Emergency Management Coordinator	emservice@walga.asn.au
	Ashlyn Siviour	Wickepin Primary School	Principal	ashlyn.siviour@education.wa.edu.au
	Lisa Nelson	Yealering Primary School	Principal	Yealering.PS@education.wa.edu.au
	Marion J Hook	Yealering Primary School		Marion.hook@education.wa.edu.au