

# Local Emergency Management Committee (LEMC)

## AGENDA / MINUTES

DATE OF MEETING: Tuesday 14<sup>th</sup> April 2020  
 TIME OF MEETING: 3.00 pm  
 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,		
Record of attendance, apologies	See contact list below		
Confirmation of Previous Meeting Minutes	Moved: C Hemley/Seconded J Bouwman. Carried without dissent.		
Confirmation of contact details	Refer to attached list.		
ITEM	SPEAKER	DISCUSSION/DECISION	ACTION
1. <b>Business arising from previous Minutes</b>	M Conley	Nil	Nil
2. <b>Standing Items</b>		Nil	Nil

ITEM	SPEAKER	DISCUSSION/DECISION	ACTION
<b>3. HMA/Agency Reports</b>	K Fisher – Health	<p>Narrogin Health Service was quiet over the weekend. No new Wheatbelt COVID-19 cases.</p> <p>A separated Emergency Department (ED) has been introduced with:</p> <ul style="list-style-type: none"> <li>• ED”A” in the normal location taking all residents arriving; and</li> <li>• ED”B” at the rear of the hospital taking residents with COVID-19 symptoms. This ED is open from 1pm to 7pm with a doctor attending.</li> </ul> <p>Two ED’s seems to be working well.</p> <p>In general case load is lower than would be expected.</p> <p>Staff are working on planning for change in current conditions.</p>	Nil
<b>4. Preparedness</b> 4.1 Communications/public information 4.2 Business continuity plans (review and update all agencies) 4.3 Identification of vulnerable people 4.4 Identification of critical services 4.5 Community actions to promote resilience.		Nil	Nil
<b>4. Impact Assessment</b> 4.1 Detail any local/regional impacts – if relevant 4.2 Outline response to someone fulfilling the case definition		Nil	Nil
<b>5. Recovery</b> 5.1 Potential for significant, prolonged business disruptions 5.2 Implications for Psychosocial impacts 5.3 Other		Nil	Nil
<b>6. Agency Updates</b> 6.1 Agency preparations – business continuity	WA Police	Focus on implementing travel restrictions. Some bypassing discovered, but majority comply with directions.	Nil

ITEM	SPEAKER	DISCUSSION/DECISION	ACTION
6.2 Anticipated impacts	DFES	Positive news about PPE supplies.	Nil
6.3 Issues of concern	Shire of Cuballing	Focus on welfare of isolated residents.	Nil
6.4 Information requirements		Works continuing.	
6.5 Other issues	Shire of Wickepin	Shire Office closed unless appointment. Works continuing. Local businesses have changed the operation to include home deliveries.	Nil
	Dept of Communities	State Welfare Plan has been activated. Dept is continuing to support those who are completing compulsory home isolation. Commencing recovery phase.	Nil
	St John Ambulance	Plenty of PPE for local units, unlike other locations. No COVID-19 transfers at this time. Local substations not informed of ambulance requirements for arrivals at Narrogin Hospital. St John are aware on district level.	<b>WACHS to request St John Ambulance to advise local substations of ambulance requirements for arrivals new Narrogin Emergency Department set up.</b>
	Others	Nil	NI
<b>7. Other items</b>	Nil		
<b>8. Details of Next Meeting</b>	3pm Monday 20 <sup>th</sup> April 2020		
<b>9. Meeting closed</b>	3:21pm		

### LEMC Contact List

PRESENT	NAME	ORGANISATION	ROLE	EMAIL
Apology	Joanne Spadaccini	Department of Communities	District Emergency Services Officer Wheatbelt	Joanne.Spadaccini@communities.wa.gov.au
Yes	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
	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
	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
Yes	Bronwyn Dew	Shire of Cuballing	DCEO	dceo@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
Yes	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
Yes	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
Apology	Phil Huggins	WA Police	Wickepin OIC	Phil.huggins@police.wa.gov.au
	Brendan Woodford	WA Police		brendan.woodford@police.wa.gov.au
Apology	Dorry Grzanic	WA Police	Wickepin Acting OIC	dorry.grzanic@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	Lisa.nelson@education.wa.edu.au
	Marion J Hook	Yealering Primary School		Marion.hook@education.wa.edu.au