



Shire of
Narrogin

MINUTES

LOCAL EMERGENCY MANAGEMENT COMMITTEE (LEMC)

21 September 2021

The Chief Executive Officer recommends the endorsement of these minutes at the next Local Emergency Management Committee Meeting

Signed:

Date 27 September 2021

These minutes were confirmed at the Local Emergency Management Committee Meeting held on 14 December 2021

Signed:

(Presiding Person at the meeting at which minutes were confirmed)

Acknowledgement of Noongar People

The Shire of Narrogin acknowledges the Noongar people as traditional custodians of this land and their continuing connection to land and community. We pay our respect to them, to their culture and to their Elders past and present.

Naatj ngiyen Birdiya Gnarojin kep unna nidja Noongar Moort ngaala maya nidja boodjera baarlap djoowak karlerl koolark. Ngalak niny ngullang karnan balang Bibolman baalap borong koorra wer boorda.

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Please note that meetings may be recorded for minute taking purposes.

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LEMC MEETING
21 September 2021

1. OFFICIAL OPENING/ANNOUNCEMENT OF VISITORS

The Presiding Member, Cr Bartron, declared the meeting open at 4:35 pm.

2. RECORD OF ATTENDANCE/APOLOGIES/APPROVED LEAVE OF ABSENCE

Committee Members (Voting)

Cr Clive Bartron	Presiding Member
Cr Brian Seale	
Snr Sgt John Bouwman	WA Police – OIC Narrogin
Simon Vogel	DFES – Narrogin Regional Officer
Mauritz Oberholzer	Narrogin SES
Sara Pellant	Narrogin Health Service
Jo Spadaccini	Department of Communities
Greg Durell	DBCA – Parks & Wildlife Services

Staff

Azhar Awang	Executive Manager Development & Regulatory Services (EMDRS)
Wendy Russell	Executive Support Officer (ESO)
Guy Maley	Senior Ranger

Apologies

Alison Lacey	Department of Primary Industry & Regional Development
Ronan Blaney	Narrogin St John Ambulance
Pip Porter	Narrogin Volunteer Bush Fire Brigades
Dale Stewart	Chief Executive Officer
Leigh Ballard	Shire President
Clare Roser	WA College of Agriculture – Narrogin
Brad Pearce	Main Roads WA
Niall Gibson (Major)	Salvation Army (Narrogin)
Jenny Menasse	Narrogin Health Service

Invited Guests/Visitors (Non Voting)

Anika Keeling	Narrogin SES
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3. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

Officers' Recommendation & MEETING resolution

Moved: Cr Seale Seconded: Simon Vogel

That the minutes of the Local Emergency Management Committee Meeting held on 3 August 2021 be confirmed as an accurate record of the proceedings.

CARRIED

4. ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION

Cr Bartron mentioned that the bi-annual local election will be held next month and that both he and Cr Seale are up for re-election, this could be their last meeting. He thanked the committee members for their efforts over the last two years.

The reviewed Local Emergency Management Arrangements (LEMA) and Local Recovery Management Plan (LEMP) were adopted at the Ordinary Council Meeting held on 25 August 2021 and copies have been forwarded to State Emergency Management Committee.

5. MATTERS WHICH REQUIRE DECISIONS

Nil

6. MATTERS WHICH REQUIRE DISCUSSION

6.1. Local Government Emergency Management Forum (Great Southern).

The Local Emergency Management Forum was held on 14 September 2021 at the Narrogin DFES training facility. The Executive Manager Development and Regulatory Services (EMDRS) provided an update on the forum.

The theme for the forum was 'Resilience' and items included in the agenda were:

- Review of Local Emergency Arrangements and common updates:
 - LEMA Review Process & Timeline
 - Common Changes in the LEMA
 - LEMA Review Project
- Reflection of past forums
- 2021 Capability Survey Outcomes
- Resilience
 - What we think resilience is versus what we know it is.

EMDRS then ran through the questions on the Torrens Resilience Toolkit to determine the committee's thoughts on the current resilience in the community.

6.2. Update of Contact Information List

Attachment 1 - LEMC contact list (confidential)

Committee members updated the contact list.

ACTION: Executive Support Officer (ESO) to send out updated lists with the minutes.

6.3. COVID 19 Updates

Sara Pellant – Narrogin Health Service

- Mandatory vaccination for all health staff
- Aged care facilities vaccinated
- There are ongoing staff shortages
- COVID testing is ongoing

Joanne Spadaccini – Department of Communities

- Recently Narrogin Regional Leisure Centre received 2 COVID kits. The kits contain full PPE (mask, gown, goggles etc) as well as mask to issue, 20 sets of bedding (air mattresses, blankets, sheets, towels etc)
- The next step is to train staff on the procedures for opening up in the case of an emergency.

Simon Vogel – DFES – Narrogin Regional Officer

- From 1 December all DFES staff must have had at least their first COVID vaccine.

Snr Sgt John Bouwman – WA Police

- It is important that we have an exercise soon, this can be a desktop exercise. It was suggested that this occur in the morning and be followed by lunch.

ESO provided details of an update provided by Ronan Blaney

Ronan Blaney – Narrogin St John Ambulance

- As of Sunday 19 September the sub centre has transitioned to a career/volunteer hybrid depot. This means that Narrogin Depot will now be manned by a Paramedic and a volunteer officer from 7.00 am to 7.00 pm, 7 days a week. Outside these hours 2 x ambulance volunteer officers will be attending calls in the community.
- New ambulance commissioned - Mercedes Mk7 with Stryker Stretcher in use as of 19 September.
- PPE stores – well stocked in the event of COVID19 incident.
- Currently recruited 9 new volunteers in the past 6 months, increasing our volunteer base by 25%.

7. GENERAL BUSINESS

Nil.

8. DATE TIME & VENUE OF NEXT MEETING

The next scheduled meeting of the LEMC is Tuesday 14 December 2021 at 4:30 pm in the Administration meeting room.

Committee Members – if you are unable to attend please organise a proxy.

9. CLOSURE OF MEETING

There being no further business to discuss, the Presiding Member declared the meeting closed at 5:37 pm.