

## **DOWERIN LOCAL EMERGENCY MANAGEMENT COMMITTEE**

### **NOTICE OF MEETING - AGENDA**

**Tuesday 13 December 2022 at 4.30pm**  
**Shire of Dowerin 13 Cottrell Street, Dowerin**

**1. Welcome, Attendance & Apologies**

**2. Minutes of Previous Meeting**

*Recommendation:*

*That the minutes of the Local Emergency Management Committee Meeting held on 20 September 2022 be confirmed as a true and correct record of proceedings.*

[\(Attachment 2.1A\)](#)

**3. Business Arising**

Nil

**4. Standing Items**

4.1 Agency Updates (Attachment 4.1A - DC Update)  
(Attachment 4.1B - LEWP Wheatbelt Northam)  
(Attachment 4.1C - DEMA Report)

4.2 Contacts & Resources List - Committee Members are requested to advise of the necessary updates to this List (Attachment 4.2A)


**5. General Business**

5.1 Any other business  
Committee members may wish to raise other matters for consideration/discussion.

**6. Next Meeting**

The next meeting is TBC

**7. Close**

 <p>SHIRE OF <b>DOWERIN</b> TIN DOG TERRITORY</p>	<h2 style="color: red;">Local Emergency Management Committee Dowerin</h2>
	<h3>Minutes</h3> <p><b>Tuesday 20 September 2022</b> <b>Shire Council Chambers, Dowerin</b></p>

#### ABBREVIATIONS

Crisis Care	CC
Department of Communities - Emergency Services Unit	DC
Department of Fire & Emergency Services	DFES
Strategy & Emergency Management Command	SEMC
Dowerin Bush Fire Brigade	DBFB
Dowerin Community Resource Centre	DCRC
Dowerin District High School	DDHS
Dowerin Events Management	DEM
Dowerin St John Ambulance	DSJA
St John Ambulance	SJA
Shire of Dowerin	SoD
WA Police	WAP

#### 1. WELCOME, ATTENDANCE AND APOLOGIES

The Chair, Cr Trepp, welcomed those in attendance and declared the meeting open at 11.36am.

##### In Attendance:

Robert Trepp	SoD - Shire President (Chair)
Aaron Wooldridge	SoD - DCEO
Linley Dreghorn	SoD - Executive & Governance Officer
Sonya Ralph	DCRC - Coordinator
Barb Garner	DDHS - Principal
Maxi McDonald	SJA - Community Paramedic

##### Non-Attendance:

Phil Pickering	DBFB - Deputy Chief Bush Fire Control Officer
Justin Corrigan	DFES Northam - Area Officer Lower Wheatbelt
Danielle Green	DEM - General Manager
Josh Ward	DEM - Chair

##### Apologies:

Yvette Grigg	DFES - District Emergency Management Advisor
Adrian Bailey	WAP - Officer in Charge
Paul Pochintesta	WAP - Officer
Rebecca McCall	SoD - CEO
Paul Millstead	DBFB - Chief Bush Fire Control Officer
Siobhan Bishop	DFES Northam - Area Officer Upper Wheatbelt
Peter Richards	SJA - Dowerin Chair
Tracy Jones	SJA - Dowerin
Jo Spadaccini	DC - District Emergency Service Officer Wheatbelt

Non-Attendance = No apology submitted

#### 2. CONFIRMATION OF MINUTES

**Moved:** S.Ralph      **Seconded:** A.Wooldridge

***That the minutes of the Local Emergency Management Committee meeting held on 7 June 2022 be confirmed as a true and correct record of proceedings with the correction that Rebecca McCall chaired the meeting.***

**CARRIED 6/0**

### **3. BUSINESS ARISING FROM PREVIOUS MINUTES**

Dowerin Crisis Coordinator/Counsellor - Shirley Hagboom declined the role and Rebecca McCall to follow up with Rob Boase to take it on as he is currently the Health and Wellbeing officer for SJA.

### **4. STANDING ITEMS**

#### **4.1 Agency Updates**

- |                                 |   |
|---------------------------------|---|
| CC                              | <ul style="list-style-type: none"><li>• Nil</li></ul>   |
| DC                              | <ul style="list-style-type: none"><li>• Nil</li></ul>   |
| DFES<br>Operational             | <ul style="list-style-type: none"><li>• Nothing to report</li></ul>   |
| DFES<br>Emergency<br>Management | <ul style="list-style-type: none"><li>• Nothing to report</li></ul>   |
| DBFB                            | <ul style="list-style-type: none"><li>• Could the LEMC meeting be held earlier or later in the day to enable better attendance?</li></ul>   |
| DCRC                            | <ul style="list-style-type: none"><li>• Business as usual</li><li>• Covid all settled down. Received a large supply of RAT tests</li><li>• Wyalkatchem assisted with the supply of RAT's when low.</li><li>• Seniors partaking in the services</li></ul>  |
| DDHS                            | <ul style="list-style-type: none"><li>• Had another allocation of RAT tests and masks</li><li>• Numbers are steady</li><li>• Behaviour is good</li></ul>  |
| DEM                             | <ul style="list-style-type: none"><li>• Nil</li></ul>   |
| DSJA                            | <ul style="list-style-type: none"><li>• Nil</li></ul>   |
| SJA                             | <ul style="list-style-type: none"><li>• 30 call outs since last meeting. Increased number of call outs due to additional resources (officers) available in the area. Call outs predominately transfers</li><li>• Training progressing well. Training for year should be completed as expected</li><li>• Maxi will follow up with Puma roadhouse regarding the fuel cards and access to fuel.</li><li>• Great turnout for Field Days - no major incidents to report.</li></ul> |
| SoD                             | <ul style="list-style-type: none"><li>• Correspondence regarding Foot in Mouth. Could potentially lead to lock down on export of livestock. Do we have anything in place should this become an issue or do we need to consider this?</li><li>• Monkey Pox - Maxi advised it is around mostly shown in people returning from overseas. Been quick to identify and isolate. More likely to see another strain of Covid prior to Christmas.</li></ul>                            |
| WAP                             | <ul style="list-style-type: none"><li>• Nothing to report</li></ul>   |

#### **4.2 Contacts & Resources Register Update**

The Contacts & Resources Register was circulated, with members requested to provide updates and amendments on the contents relevant to their agency.

**5. GENERAL BUSINESS**

- 5.1 - Cr Trepp - When will the next exercise be held? Could the exercise focus on an earthquake incident?
- 5.2 - SJA info in Attachment 5.2 all incorrect except for Maxi McDonald. Maxi advised best to contact him directly and he can arrange assistance/ welfare checks as required.
- 5.3 - Barb asked if worth attending other LEMC meetings to experience how they are run - Gingin Also asked regarding the fact the LEWP includes Quairading but does not incorporate Wyalkatchem.

**6. NEXT MEETING**

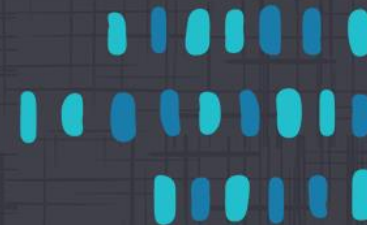
To be held on 13 December 2022 at 4:30pm. Venue to be Dowerin Community Club.

**7. MEETING CLOSED**

There being no further business the Chair thanked those in attendance and closed the meeting at 12.08pm.



Government of Western Australia  
Department of Communities



## **District Emergency Services Officer – Wheatbelt Update: December 2022**

In the event of an emergency please call the All Hazards - State On-Call Coordinator on 0418 943 853, this number is manned 24/7. [emergencyservices@communities.wa.gov.au](mailto:emergencyservices@communities.wa.gov.au).

Meetings, exercise details or information request can be emailed to [joanne.spadaccini@communities.wa.gov.au](mailto:joanne.spadaccini@communities.wa.gov.au)

### **Christmas Contacts**

If there will be any changes to the listed contact numbers to contact the Shire over the Christmas and New Year period, could you please provide details including any names and numbers and dates they are relevant to me? [joanne.spadaccini@communities.wa.gov.au](mailto:joanne.spadaccini@communities.wa.gov.au)

### **Name Change**

Our Directorate has been changed from the Emergency Services Unit to Emergency Relief and Support. Our responsibilities and contact details remain the same.

### **Emergency Welfare Support Training and Exercises**

Planning for the provision of training for Local Government as well as support agencies and groups is underway. The type and method of training is being revised to ensure it can be presented within COVID protocols while remaining effective.

If you would like to have Evac Centres training provided to you staff or would like Communities participation in an exercise or training, please have no hesitation in contacting us.

Please email [joanne.spadaccini@communitites.wa.gov.au](mailto:joanne.spadaccini@communitites.wa.gov.au).

### **Changes to LG and community contacts**

A copy of your relevant district LEWP was sent out over the past few months requesting that you verify the LGA's contact details, the details of your evacuation centres and any other contact information in the shire. Any changes received have been amended in the current Local Emergency Welfare Plan which can be tabled at the next meeting.

On going, if there are any changes to the contact numbers or details from those listed on the LEWP, could you please advise any changes to [joanne.spadaccini@communitites.wa.gov.au](mailto:joanne.spadaccini@communitites.wa.gov.au)

### **LG Activation Tubs**

Communities will be following up with each LG, to ensure everyone has their activation / good to go tubs ready in the event of an activation as confirming numbers of current LG staff who have completed Evacuation Centre training.

### **Evacuation Centre Audits**

Over the next 6 to 12 months, we will be completing audits on evacuation centres that are listed in the LEWP. We will try to plan them to coincide with the LEMCs or they may occur as part of a regional trip. Once we have dates, I will be in touch to confirm dates and times.

If you would like any further information, please call my mobile 0429 102 614 or email [joanne.spadaccini@communities.wa.gov.au](mailto:joanne.spadaccini@communities.wa.gov.au).

Jo Spadaccini  
District Emergency Services Officer - Wheatbelt  
Department of Communities - Emergency Services Unit