

**SHIRE OF  
MT MARSHALL**



**Local Emergency Management  
Committee**

**Minutes of the Mt Marshall Local Emergency  
Management Committee meeting held in Council  
Chambers, 80 Monger St, Bencubbin on Tuesday 15  
February 2022,  
commencing at 4.03pm.**

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**Minutes of the Mt Marshall Local Emergency Management Committee Meeting  
held on Tuesday 15 February 2022**

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Minutes of the Mt Marshall Local Emergency Management Committee Meeting  
held on Tuesday 15 February 2022

**1.0 Declaration of Opening / Announcement of Visitors**

Cr Sachse welcomed committee members to the meeting and declared the meeting open at 4:03pm.

**2.0 Record of Attendance / Apologies**

**In Attendance**

Cr Anthony Sachse	Shire President/Chair
Mr John Nuttall	Chief Executive Officer
Mr Peter Geraghty	SJA Co-ordinator Kununoppin SC
*Miss Rebecca Watson	Community Development Officer
*Ms Jo Spadaccini	DESO – Dept of Communities
Ms Sue Scully	Bencubbin Silver Chain RAN
Mr Damian Tomas	Chief Bushfire Control Officer
Sgt David Tapscott	WAPOL
Cr Leeanne Gobbart	Councillor
Ms Lisa Malatesta	Principal – Bencubbin PS
Ms Amy Floyd	Principal – Beacon PS

*\*indicates person attending the meeting via video link up*

**Apologies**

Sandra Sutton	Beacon Silver Chain RAN
Mrs Yvette Grigg	DEM Advisor DFES

**3.0 Confirmation of Minutes**

**3.1 Minutes of the Mt Marshall Local Emergency Management Committee Meeting held Tuesday 9 November 2021 be confirmed as a true and correct record of proceedings**

**LEMC2022/001 OFFICER RECOMMENDATION / COMMITTEE DECISION:**

***That the minutes of the Mt Marshall Local Emergency Management Committee meeting held on Tuesday 9 November 2021 be confirmed as a true and correct record of proceedings.***

***Moved: D Tomas***

***Seconded: P Geraghty***

***Carried 8/0***

## **4.0 Reports of Officers**

### **4.1 Regulatory Officer**

In the absence of the Regulatory Officer the CEO has taken on the role of liaising with the CBFCA and sending out necessary warning messages.

This position of Regulatory Officer has now been filled and we are hoped that the new employee will start towards the end of the month.

#### **4.1.2 Information for the Committee**

Nil

## **5.0 Other Reports**

### **5.1 Chief Bush Fire Control Officer**

Damien Tomas

- 8 Harvest Bans (4 due to fires, 4 due to weather conditions)
- Fires – some issues with people coordinates
- Good response and outcomes for all fires over harvest
- WhatsApp Group between FCO's is working well. Looking at putting permits through the WhatsApp as well to be able to communicate more.
- Vaccination of Volunteers – John expressed that of 84 volunteers there are 50 that have not provided proof of vaccinations. We need to know how to move forward to be able to get people to provide the COVID vaccinations certificate. We currently only have 34 people authorized to enter DFES buildings and vehicles. Discussed that Damien will contact the captains to help educate the volunteers on why they need to provide their proof of vaccination.
- Issuing of Permits – only issue permits for one day and fires are to be extinguished by midnight that night. One of the conditions on the permits is to contact local authorities and neighbors and if you do not comply with these conditions your permit is revoked. Looking at sharing the permits on the WhatsApp group so that all the FCO's and Shire know what permits have been issued for the day.

*Agenda item 5.4 was considered at this point of the meeting to allow for Jo Spadaccini to leave the meeting.*

## **5.4 Department of Communities – Emergency Services Unit**

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

#### **Welfare Assistance for People Isolating due to COVID**

People who are self isolating due to COVID and are needing welfare assistance (accommodation, food or personal support) can contact the Department through the:

### 13 COVID Hotline (13 26843)

The information above can be distributed to your community through the Shire's website and FaceBook page as required.

#### **Department of Communities - Wheatbelt District - Contact arrangement for welfare support in emergencies.**

Change of afterhours contact details for activation of Department of Communities. In an emergency, if welfare support services are required after business hours, please contact the **Emergency Services On Call Officer on 0418 943 835.**

During business hours, please contact the Department of Communities office listed in your Local Emergency Welfare Plan.

#### **Evacuation Centres and Vaccination requirements**

When a centre is opened, there is **no need to ask for vaccination status as it is not a requirement for entry to a centre.**

#### **Changes to LG contacts**

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)

#### **Increased Response Capacity in the District**

There is now a response trailer positioned at Northam containing 70 sets of bedding and equipment to assist in the setup and running of an evacuation centre. Larger locations are also being set up with 20 sets of bedding.

#### **Social Distancing (SD) in Evacuation Centres**

In the event of an evacuation centre being required we will need to address the social distancing requirements in play at that time. This may involve looking at more than one facility to avoid overcrowding or requesting people to stay with family or friends if available (that also adheres to SD rules). The estimated capacity for each centre listed in the LEWP are being revised and will be shown in two sections. Non COVID and COVID capacities. I will have discussions with the Shires around this and what other resources are available if required.

A copy of the COVID – 19 Welfare Centre Guide (V1.07 Jan 2022) has been distributed to the LGs in the Wheatbelt in preparation should a Welfare Centre be required. COVID status will be confirmed with Department of Health on activation and required actions will be notified at the time.

The key points:

- Travellers, visitors and tourists to leave the evacuation area **if safe to do so**
- Shelter in Place **if safe to do so**
- Shelter with family and friends **if safe to do so**
- Utilise commercial/alternative accommodation options **if available**
- Use welfare centres as a last resort

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).

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

COVID19 Welfare Centre Guide and related signage – **Attachment 5.4a**

Cr Leeanne Gobbart, Ms Lisa Malatesta and Ms Amy Floyd entered the meeting at 4:15pm.

Ms Jo Spadaccini left the meeting at 4.19pm.

## **5.2 St John Ambulance Services**

- PPE training for Ambulance Officers in preparation of potential COVID cases has been happening over the past few months.
- Updated all the PPE and gear in all the sub centre vans ready for COVID – One van has been nominated as the COVID response van, Northam also has a COVID response van for transfers. These will be the only vans used for any COVID related responses where possible.
- Volunteer drivers – once a state of emergency has been declared we may be able to call on local drivers to be able to assist with the driving if required.
- All Volunteer Officers in the Sub Centre have provided proof of vaccination
- Dispatch process has changed slightly with COVID
- WAORRA – possible point to point requires 2 sets-Teams
- All the AED's in the Shire of Mt Marshall are now updated. Still waiting on a couple of new ones to be placed at the Beacon Caravan Park and Welbungin Tennis Club. Bencubbin Caravan Park AED is currently off getting repairs. AED's are checked regularly by Peter approximately every three weeks.
- St John's has started a recruitment drive – possibly another 5 coming on board around Mt Marshall which is great.
- Beacon Air Strip – Last Saturday – the lights were unable to be turned on from the aircraft again. Shire will need to have a look at this. Testing of the lights can be done manually but we are unable to test the remote activation which seems to be the problem. John will contact the company who installed to enquire how this can be done. There is also no light in the toilet – Shire will follow up and get something organised here. The latch located on the outside of the door needs repairing. So far the Beacon Air Strip has had 3 night and 4 day flights so the investment in the airstrip upgrades has been well worth the expense. Condition of the strip was satisfactory according to the Pilot on Saturday.
- Kununoppin Sub Centre now have 2 x Marc 7 electronic stretchers in the Mukinbudin and Kununoppin vans. Another two will come next year so Beacon and Bencubbin will get these installed as well. All defibrillators have been updated across all the vans in the Sub Centre.

## **5.3 Department of Fire & Emergency Services**



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Nil

### **5.3.1 Bushfires**

Nil

### **5.3.2 Emergency Management**

Nil

### **5.5 Bencubbin Police**

David Tapscott – OIC Bencubbin Police

- 100% of Bencubbin Police are fully vaccinated.
- David thanked Beck and Pete for meeting in regard to setting up community welfare and support during COVID. Beck will keep Dave updated once she has spoken with Jo at Department of Communities.
- LEMC exercise proposed for July at Beacon. We can discuss it further at the next meeting – possible scenario involving the school and the evacuation centre/process at Beacon.

### **5.6 Acting Operations Manager Eastern WACHS**

Nil

### **5.7 Silver Chain Nursing Association**

Sue Scully (Bencubbin RAN)

- Electrical cable issues at Sue's house for which Western Power has 3 different addresses listed. This could be a concern in an emergency.
- Relief staff still attending Beacon
- Sue on leave from 25<sup>th</sup> February
- People have to be symptomatic and meet certain requirements to be tested by local Silver Chain staff. Sue will put a list of criteria in the local paper to provide some clarification to the community.
- Telehealth facilities are still hopefully coming to Beacon and Bencubbin. Possibly worth Silver Chain following this up with WACHS.

### **5.8 Education Department**

Beacon: (Amy Floyd)

- Question about access to the Hall when the School requires evacuation – we are currently working through these processes for the evacuation centres. At the current time the Beacon Central has a key to the facility which would be open during school hours should they need to gain access.

Bencubbin:

- Will be doing another practice evacuation to familiarise new staff

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- All Education Department Staff require proof of vaccinations
- Staff are wearing masks and ensuring social distancing
- Weekly web meetings to discuss new directions and implementing new requirements as they arise.

The Chair welcomed Amy Floyd to the LEMC Committee as the new Principal of the Beacon Primary School. He also acknowledged Mr Craig Lewington's time on the LEMC Committee and wished him all the best at his new position down south.

## **5.9 Community Development**

Emergency Boxes for the Beacon Evacuation Centre are being organised and we hope that we have a process in place prior to the LEMC exercise in July.

We have been notified that the COVID-19 Vaccination bus will be visiting Bencubbin next Tuesday 22<sup>nd</sup> February at the Bencubbin Community Resource Centre from 10am to 3:30pm (adults and children).

Thank you to David Tapscott (Bencubbin Police) and Pete Geraghty (St Johns – Kununoppin) who met with me several weeks ago in regards to setting up a community welfare response service. Their input was valued and we hope to keep the planning going to ensure that we have a system that will support our community should COVID-19 arrive in our community. We also discussed how the Shire can help their departments and what concerns they have leading into the outbreak of the omicron variant.

As part of this process the Economic Development Officer (Sarah Moug) has been liaising with local businesses to discuss possible credit systems that we can potentially use and what preparations and plans businesses have in regard to COVID-19. We will continue to liaise with the businesses as the situation develops.

The Regional Emergency Operations Centre have contacted the Shire to see if they are able to distribute Pulse Oximeters to vulnerable persons within our community. The Shire has informed them that we would be happy to assist with this process

Bencubbin Sports Club lost its roof on 6<sup>th</sup> February 2022. I have been working with the Sports Club Committee, Bencubbin Recreation Council and other relevant parties to organise for the sports club to operate under a temporary license at the Bencubbin Multipurpose Complex.

Unfortunately the Mt Marshall Community Show scheduled for the 26<sup>th</sup> March 2022 has been postponed until March 2023. The Committee had lengthy discussions, however the financial and possible health risks involved in delivering the show during a potential COVID outbreak was too great for the Committee to take on.

At this stage the WAORRA Off Road Race is scheduled for 3-6 June 2022. Organisers are exploring different race formats and styles. A submission to ARC Infrastructure for the use of the rail corridor has been submitted.

**5.10 Beacon Volunteer Emergency Services Brigade**

Nil

**6.0 New Business of an Urgent Nature Introduced by Decision of the Meeting**

Damien Tomas – If we have to rely on planes for fighting a fire they will come from Northam then they will have a 40 minute turn around to get refuelled at Cunderdin. Damien asked if we can look at possible options to be able to fill the planes locally. The Shire will contact DFES to see what options might be available.

**7.0 Next Meeting – Tuesday 10 May 2022 commencing at 4.00pm in Council Chambers, 80 Monger Street, Bencubbin**

**8.0 Closure of Meeting**

There being no further business the meeting closed at 5:30pm

**These Minutes were confirmed at the Local Emergency Management Committee Meeting held on Tuesday 10 May 2022.**

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Date

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Cr ARC Sachse

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Chair