

## MENZIES LOCAL EMERGENCY MANAGEMENT COMMITTEE

### MINUTES FOR THE MENZIES LEMC MEETING HELD AT THE SHIRE OF MENZIES COUNCIL CHAMBERS ON THURSDAY 9<sup>TH</sup> OCTOBER 2014

#### 1. OPENING

The meeting was opened at 10.01am by Cr Greg Dwyer in his role as Chairperson of the Committee. Cr Dwyer welcomed all attendees and proceeded with the agenda as planned.

#### 2. ATTENDANCE / APOLOGIES

Attendance: Inoka Edirisinghe (Department for Child Protection & Family Support)  
Debbie Pianto (St John Ambulance)  
Cr Greg Dwyer (Chair LEMC, Shire of Menzies)  
Sgt Dianne Perrett (Leonora Police)  
Ray Pepper (Local Recovery Officer, Shire of Menzies)  
Cr Justin Lee (Shire of Menzies)  
Leanne Downie (Minutes)

Apologies: Mac Johnston (DFES)  
Lesley Chennell (Menzies Remote School)  
Jo Menielly (Menzies Nursing Post)

#### 3. CONFIRMATION OF MINUTES OF LAST MEETING

The minutes of the meeting held on 19 December 2012 were confirmed as a true and accurate record of that meeting.

**MOVED: Debbie Pianto**

**SECONDED: Inoka Edirisinghe**

**ALL IN FAVOUR**

#### 4. BUSINESS ARISING FROM PREVIOUS MINUTES

Emergency siren has not been installed as yet. Ray Pepper will look into this. Emergency Trailer equipment went missing some time ago. Cr Dwyer asked if an incident report had been submitted to Leonora Police?

It was noted from the previous Minutes that ESL funding may be available to replenish the emergency equipment. Inoka Edirisinghe will speak to Mac Johnston about the availability of ESL funding for this purpose.

#### 5. AGENDA ITEMS

##### 5.1 Desktop Exercise

Sgt Perrett lead off the desktop exercise response being that the WA Police would be the first contact from the 000 call.

Leonora Police would establish the hazard and impact on humans and the environment, contact DFES about the hazards, establish an outer cordon, seek guidance from Shire of Menzies as to where to establish a command post, St John Ambulance would be contacted, Kalgoorlie Police would be aware of the situation as the Leonora Station is not manned 24 hours a day. Leonora Police would liaise with combat agencies and respond to calls for assistance. Also, communications would be established through EOC from Leonora to relay information. In relation to a traffic management plan, ingress and egress points would be provided along with a human welfare point. Depending on the status of victims, the hospital would be placed on standby.

Cr Dwyer queried whether new officers at Leonora were given the opportunity to familiarise themselves with local roads? Sgt Perrett advised that they were.

Inoka Edirisinghe commented that response timelines would have to be considered given that hazmat assessment by DFES would need to be done before gaining access to the victims. Sgt Perrett advised that DFES would more than likely arrive at the scene at the same time as the Police.

Inoka Edirisinghe presented the response plan from Dept Child Protection & Family Support (the Department) stating that only if the accident affected community members and the Hazard Management Agency (HMA) deemed it necessary to evacuate the community away from their residences would the Department be involved. In this instance, the HMA would need to activate the Department and nominate a Welfare Evacuation Centre in consultation with the Department. If it is a Hazardous Material situation and if the whole town needs to be evacuated, the HMA is responsible for directing/evacuating the affected community to the nominated Welfare Evacuation Centre.. Inoka stated that as much notice as possible should be given to the Department if a Welfare Evacuation Centre was required to be established.

Ray Pepper for the Shire of Menzies advised that the Shire would probably receive a call from the Leonora Police alerting the Shire of the incident. The Shire would respond to DFES and SJA requirements in relation to road closures or traffic management, provide any equipment necessary and available such as generators for lighting, chain saws and/or dozers to improve access around the incident site to allow traffic to continue to flow. The Shire would liaise with emergency services to assist with chemical disposal to a degree. The Shire could assist with the evacuation of the victims and clean up afterwards.

Cr Dwyer queried whether the Menzies Volunteer Fire Brigade would be involved? Ray responded that they may assist but only under the direction of the DFES or the Police.

Cr Justin Lee responded from a community perspective stating that he could communicate via text message and facebook to the community in the event of an evacuation being required.

Debbie Pianto for St John Ambulance advised that until such time as a hazard assessment had been completed ambulance officers could not access the victims.

## **5.2 Future Meeting Date**

The next meeting of the LEMC will be scheduled for Tuesday 10 March 2015.

The Agenda for that meeting will include a desktop exercise prepared by the Dept Child Protection & Family Support.

Yvette Grigg, Community Emergency Management Officer. SEMC Secretariat will be invited to attend. It was suggested by Cr Lee that a representation from the Menzies Aboriginal Corporation be included on the LEMC.

## **6. GENERAL BUSINESS**

Inoka: The Local Welfare Plan for the Shire of Menzies has been drafted. Permission to use the Shire of Menzies logo on the document will be requested via email.

Leanne: The Menzies Local Emergency Management Arrangements have been endorsed by Council and submitted to the SEMC and DEMC and received approval.

## **7. NEXT MEETING**

Date of next meeting 10 March 2015.

## **8. CLOSURE OF MEETING**

The Chairperson closed the meeting at 11:20am and thanked everyone for their attendance.