



**LOCAL EMERGENCY MANAGEMENT
COMMITTEE MINUTES**

24 February 2022 – 9.00AM
Microsoft Teams Meeting

1. OPENING OF MEETING

Mayor Margaret Thomas at 9.00am

2. ATTENDANCE AND APOLOGIES

Attending Members:

Cr Margaret Thomas – City of Kalamunda – Mayor	MT
James Wickens – City of Kalamunda – Manager Env Health & Comm Safety	JW
Nicole O'Neill – City of Kalamunda – Manager Customer & Public Relations	NO
Tim Parry – City of Kalamunda – Coordinator Community Safety	TP
Grant Howatson – City of Kalamunda – Acting Senior Fire & EM Officer	GH
Duncan Wilson – City of Kalamunda – Principle Building Surveyor	DW
Mike Ward – KAL/DFES- CESM Fire Chief	MW
Tony Moiler – KVFRS – Captain	TM
Ryan Hamblion – Department of Communities – Senior District ESO	RH
Karen Toth – Department of Communities – Local Welfare Coordinator	KT
Merveen Cross – DFES – DEMA	MC
Wendy Jackson – Kalamunda Hospital – Acting EM Coordinator	WJ
Johno Bubb – Red Cross – Perth Hills Preparedness Project	JB
Paul Hogg – St John Ambulance	SH
Jason Bloxsidge – NBN Co Emergency and Disaster Preparation Campaign	JB
Heath Stenton – City of Swan – Wooroloo Presentation	HS

APOLOGIES

Rhonda Hardy – City of Kalamunda – CEO	RH
Gary Ticehurst – City of Kalamunda – Director Corporate Services	GT
Peter Varellis – City of Kalamunda – Director Development Services	PV
Chris Thompson – City of Kalamunda – Manager Asset & Waste Operations	CT
Brett Jackson – City of Kalamunda – Director Asset Services	BJ
Mark Watton – City of Kalamunda – Recreational Facilities Team Leader	MW
Cameron Chisholm – City of Kalamunda – Coordinator Health	CC
Sarah Stampalia – City of Kalamunda – Senior Ranger	SS
Emma Morgan – City of Kalamunda – CRO Community Safety (Secretary)	EM
Roy Newland WA Police Senior Sergeant – OIC Forrestfield	RN
David Stewart – KVBFB – Captain	DS
Karen Toth – Department of Communities – Local Welfare Coordinator	KT
Helen Deacon – Kalamunda SHS – Principal	HD
Kerry Chipchase – Lesmurdie SHS – Principal	KC
Warwick Martindale – SES – Local Manager	WM
Michael Pasotti – DBCA – Fire Coordinator	MP
Paul Southam – DFES – District Officer	PS
Lara Moltoni – Hall & Prior Health & Aged Care Group – Executive Director	LM



3. CONFIRMATION OF MINUTES

25 November 2021

Moved Duncan Wilson and

Seconded Nicole O'Neill -

Passed Unanimously

4. MATTERS ARISING FROM PREVIOUS MINUTES

- 4.1 JH - Table report for exercise ALIWA, HAZMAT conducted at LEMC Meeting 26 August 2021. *Circulated*.

5. CORRESPONDENCE IN/OUT

- 5.1 In – BCoE Course Catalogue. *Circulated*.
- 5.2 In – WALGA – Rural Fire Awareness & Bushfire Fundamentals Information. *Circulated*
- 5.4 In – General Circular – New Training products Rural Fire Awareness and Bushfire Fundamentals. *Circulated*
- 5.5 In – NBN Co – Emergency and Disaster Management Preparedness Campaign. *Circulated*
- 5.6 In – Metropolitan South West Heatwave – SitRep 3 Final. *Circulated*
- 5.7 In – Consultation Request – Traffic Management During Emergencies Guidelines. *Circulated*
- 5.8 In – DFES DA Report February 2022 (*to be circulated with the Minutes*)
- 5.9 In – Hon Mark McGowan BA LLB MLA – Level 1 COVID-19 Business Assistance Package (*to be circulated with the Minutes*)
- 5.10 Out – Update to LEMA Contacts Register – circulated to all LEMC Members. *Circulated*.
- 5.11 Out – Evaluation Report – City of Kalamunda LEMC HAZMAT. *Circulated*

6. PRESENTATIONS

- 6.1 Jason Bloxsidge – NBN Co – Emergency and Disaster Management Preparedness Campaign

Presentation is available on request

I noticed that WA is the largest state and yet we have one mobile satellite unit and a lot of our outlying areas are reliant on satellite phones.

Vic and NSW are a lot smaller but have a lot more – is there a reason why only one unit?

DW



We are trying to increase the units, every state argues over how many units are needed, we are trying to get more units in regional area. So we are advocating for more equipment – we also unofficially have a satellite kit that will be available for purchase with another vendor which might alleviate some concerns.

JB

Full disclosure, I am actually a Telstra employee. A lot of communities aren't covered by NBN connected to traditional telephone – eventually they will be taken over – you probably don't need to rush these out to some of these sites until NBN is out.

TM

If you are on satellite connections, the power going out over a whole area is not going to affect you if you have a generator and can reconnect to power as you will be able to connect straight back up to satellite. A lot of remote communities they do have their own generators to be able to connect back up as fast as possible.

JB

6.2

Heath Stenton – City of Swan – Recovery Wooroloo Bushfires

Congratulations – what a terrific job you all did. How can we make sure all the things you learned from that – how can we access what you learned what went right, what went wrong, how we can do better?

MT

You certainly learn a lot from it. What I learned is its really in the preparation making sure we advocate to State Government and support Local Govt. We speak regularly with Kalamunda and Shire of Mundaring. Make sure your whole organisation are prepared – the areas that struggled the most were the areas that really didn't think they were going to need to be involved but are heavily involved. Things like our Finance Department. As much as you tell people, when it does happen some areas are really challenged by that. It's really the whole organisation being prepared, not just your Emergency Management Team for example.

HS

Advising that we are really fortunate that both Mundaring and Swan have incidents every year so it's a regular incident support groups that continue. Had it been another Local Govt I believe that they wouldn't be ready. I don't know if anyone would ever be ready, as Heath has said, its everyone in your Local Government that is part of that incident. Admin I found observing was one of the biggest things. The processes, the committees, the overkill on committees that has all been taken on board for future incidents both at a state and local level. Both Swan and Mundaring did an amazing job, fatigue is horrendous during this but it amazing how much energy both Adrian and Heath had to get through this. Had we had a new person in the role as a LRC I'm not sure it would have gone as well as they are very experienced in recovery.

MC

I also wanted to say great presentation. I think it was a fantastic summary of how much intra agency connectiveness was needed for such a large scale incident. You mentioned doing a review of your Local Recovery Plans and the opportunity to share those with other Local Governments would really be appreciated at the relevant time.

NO



We are certainly happy to do that. A lot of Recovery Plans are set around the short term recovery and it's the medium long term recovery that we have learned through this process and that is the part in such detail that wasn't in our plan.

HS

There was a lot of pressure on yourself and others in Swan and Mundaring as you were going through Recovery, what measures did you put in place to take care of the wellbeing of staff when going through that process?

JW

There was a range of different measures, we did some debriefing through our AAP service so we used them to do debriefing with internal and volunteer staff. We also had regular meetings and debriefing within our Recovery Teams we used a bit of a layered approach. Very fortunate having Red Cross and Communities onboard. From the early outset the focus on psycho-social recovery was very high because we knew from other incidents that the mental health recovery have the most profound effect. We had some kick back but as the recovery has gone on they can see why we put those things in place early on.

HS

What is the one thing you did the best and the one thing you thought was the hardest?

MT

I think the best was managed and harnessed people who offered help and support early on – we were incredibly fortunate we came off the back of the eastern states fires and there were agencies geared up and ready to help. A lot of these agencies have links to Twiggy Forrest and Kerry Stokes who are obviously West Australians but they are behind some of these larger recovery agencies. We managed to harness that support really well. It doesn't mean we would get all those offers again so it is being aware of those prior.

The thing I would change is the liaison between State and Local Governments – some weeks we'd have 30 or 40 different State Govt people a variety of agencies coming to us wanting all sorts of information so I would perhaps push back on that a bit harder and make the State Govt liaise through one or two people rather than them all doing their own projects. There were things that got thrown at them early on that weren't that important to us so it is important how you manage that. For every one of us there might be 10 State Government representatives wanting the same information so that can chew up a lot of your time.

HS

- 6.3 Johnathon Bubb – Red Cross Recovery & Resiliency Officer – Resources available to the Community

Presentation is available on request

Do you find it is hard to get people to look at a plan? Do you find people think it won't happen to me? Or are people willing and wanting to get their own plans?

MT



Good question – every Local Government area is different. Obviously with the number of fires in Swan and Mundaring there is a lot of interest in those areas. Kalamunda we have a lot of interest, we have delivered quite effectively, but majority of interest has been with Senior groups and that is the primary demographic. We really want to expand beyond that. The interest isn't really there. We recently worked more closely with DFES preparedness team to see how we can increase community awareness. It helps if there has been an emergency, the awareness is there however our preference is to have people prepared.

MT

7. GENERAL BUSINESS

7.1 No General Business

8. AGENCY UPDATE

8.1 DFES – DEMA

MC

- 8.1.1 I have sent through a DA Report to let you know the SEMC Annual Report is up on SEMC Website. The Resilience Awards are up again. We are having Executive Officer Meeting with the 34 Local Governments in the Metropolitan area next Monday which will be good. Mostly about Covid-19 and opening the Borders. There is some great things happening with LGs in Aged Care which will be shared later. There is a Disaster Resilience Strategy Workshop coming up and I encourage you to have a look at that as well.

8.2 KALAMUNDA HOSPITAL

WJ

- 8.2.1 We have just had the new marquee put up and we went live on Tuesday. This is where all patients presenting to ED will be coming through. All our Staff are being trained in all different areas – kitchen, RAT testing, we are all being trained in case our staff are off on leave. We are working on a 20% model. All our Emergency Plans are being updated at the moment. There are a lot of works going on with fire walls being installed. This has been an ongoing process over the last three years. It was identified that some areas weren't fully protected, it is quite hard with most of the hospital being full at the moment. Getting ready for an influx of patients.

8.3 RED CROSS

JB

- 8.3.1 I do have a Report I can share if you'd like to attach to the Minutes. There has been a lot of Recovery Work supporting the mid-west team following Cyclone Seroja as well as support for fires down south as well..



8.4 KALAMUNDA VOLUNTEER FIRE AND RESCUE

TM

- 8.4.1 Business as usual. As a note, yesterday we were able to test our town siren. It has finally been replaced. I am very happy to have that reinstated and we will be testing Saturday afternoons for the next month.

8.5 ST JOHN AMBULANCE

PH

- 8.5.1 At the moment, the organisation is all things Covid-19 so we recently completed a business continuity exercise, which is basically an exercise that involved three levels of preparedness factoring in staff shortages or staff absenteeism due to Covid. Most of the on-road staff have received their RAT training. We will be RAT testing each patient that arrives in ED in an ambulance which hopefully will assist with the admission process. We are also commissioning additional specialised isolation ambulances. These ambulances are basically used to transport specific Covid positive patients who may be having a procedure that might generate an aerosol. We are also formulating rapid response teams to deploy in country as well.

8.6 DEPARTMENT OF COMMUNITIES

RH

- 8.6.1 I just want to officially welcome Karen Toth who has taken over from Michelle Clough. She is the new Welfare Coordinator for Kalamunda. Training wise, if Kalamunda have individual requests for people requiring training, could they please contact me. I don't think we are going to be able to run any evacuation centre training in any of the evacuation centres due to Covid-19 spacing. Also in regards to any evacuations, as we have a community outbreak now anyone who is under a Covid advice to self-quarantine, that is overridden by a bushfire emergency. If you do have any questions about that, send them down to the evacuation centre and we will be able to provide alternative accommodation for anyone who is Covid-19 positive or in isolation. We will be needing more staff at an evacuation centre just for contact cleaning. Perhaps we can work with the City of Kalamunda to find out who the contract cleaners are and we can contact them if there is an event and arrange to pay them after.



8.7 CITY OF KALAMUNDA

TP

- 8.7.1 Tim gave an update on the Fire Hazard Assessment Program and statistics for this season.

9. NEXT MEETING

26 May 2022

10. CLOSURE

Meeting closed at 10.27am.

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