



## Shire of Wagin

### LOCAL EMERGENCY MANAGEMENT COMMITTEE (LEMC)

#### MINUTES

14<sup>TH</sup> APRIL 2020

1. **OPENED** 7pm
2. **ATTENDANCE** VIA LINK

Peter Webster	Shire CEO
Philip Blight	Chairperson
Sgt John Bridger	WAPOL
Amanda Howell	St John
Robyn Willey	St John
Donna George	Shire CLO
Trevor Brandy	Shire EHO
Anne Mitchell	Waratah Lodge
Wade Longmuir	Shire Councillor
Londa Finlayson	Wagin Medical Centre
Bronwyn Hegarty	Shire Councillor
Bryan Kilpatrick	Shire Councillor
Ty Cook	Wagin VFRS Captain
Xavier White	Wagin BFB Deputy Chief
Lyn Lucas	Wagin SES
Felicity Htun	Wagin District Hospital
Tracy Pickering	Wagin District High School
3. **APOLOGIES**

Simon Vogel	Dept Fire & Emergency Services
Mitchel Davies	Dept Biodiversity Conservation & Attractions
Neville Blackburn	Dept of Communities
Cathy Morey	Main Roads
Sven Anderson	Dept Fire & Emergency Services
Jo Spadaccini	Dept of Communities
Niall Gibson	Salvation Army
John McFadyen	Western Power
4. **CONFIRMATION OF MINUTES/BUSINESS ARISING**
  - 4.1 LEMC Meeting Minutes held 2<sup>nd</sup> April 2020  
Moved as Correct – B Hegarty  
Seconded - P Webster
5. **MATTERS ARISING FROM PREVIOUS MINUTES**
  - 5.1 **Business Continuity Plans**



#### Shire Environmental Health Officer

The shire EHO has attended all food premises locally and reports:

- all are currently doing well with perishable items
  - non-perishable are less available at this point.
- The response from the Public Health dept stating that a positive case onsite would not result in closure of the business, has eased stress.
- Store patron distances are working well
- post customer sanitisation is at a high level in all local shops.

#### Update from the Department of Communities:

- *The Commissioner of Police has activated the State Emergency Welfare Plan and the Department of Communities, Director General, Michelle Andrews has taken on the role of State Welfare Coordinator. How our Department's State and Regional response will now look will evolve over the coming weeks and months and I will keep you advised.*
- *The Departments' initial response remains the same providing welfare supports to those people in home isolation who are not self-sufficient and have no other forms of support. The majority of this support is occurring in the Metro area coordinated through the COVID-19 call centre (13 COVID).*
- *With the activation of the State Welfare Plan it is anticipated the Department's response will increase over the coming weeks and months and certainly heading into recovery. I can't confirm what that will look like at this time but will keep all GS LEMC's informed.*

#### Update from Waratah

Waratah is going well and prepared Key points:

- *Limited visitors from local Shires allowed, in line with Government guidelines*
- *Should any positive cases be reported from Wagin or adjoining Shires (on the WA Health Dept website) lock down will again happen until no further evidence of additional cases*
- *Full COVID19 plan in place and able to be implemented should it be required*
- *Additional staff onboarded including an RN- sufficient staffing now*
- *Accessed some critical PPE from the stockpile (a few surgical masks)*
- *Aware that additional funds to be deposited in mid-May via the ATO*

#### Update from Homecare

At Wagin Homecare we have taken the following steps to ensure our clients are receiving appropriate care and information regarding the COVID pandemic.

*On initial notification on the virus becoming a pandemic we issued a letter informing our clients of the status of COVID as well as our obligations to them and how we will go forward in providing the same services to them and additional support we could offer as well. The letter also had the most current status, contact information and medical advice on COVID. When we visited each client, we signed them up to our COVID register which contains up to date next of kin, medical and neighbour information so if there was any disruption to service or emergency, we have all their current relevant information.*



*The main concern for our clients at the early stage wasn't COVID it was a fear of not being able to get groceries due to panic buying or what would they do for food and medicine if businesses were to close.*

*Due to the demographic of our clients who do not use or have technology which accesses social media, online news or Department of Health alerts and notifications about COVID. Staff are continually informed of the daily status and updates and encouraged to pass this information to our clients.*

*All of my staff have completed the Department of Health online COVID training modules, which gives them the ability to perform their duties with confidence and safety and take the relevant precautions.*

*A concern huge I have is the limited PPE I can provide my staff with. I have registered with numerous departments and local businesses, we are expecting next week masks from the stockpile, but all other resources we are yet to source. I have 2 bottles of hand sanitiser that the staff refill a small one for themselves from, 2 boxes of gloves left and 1 dust mask. Should we have a client that contracts COVID, I am very concerned of the process and safety of both client and workers.*

The lack of sufficient quantities of PPE for both the above services may be assisted via the Wagin Medical Centre – as they have a good supply.  
Londa with contact them both to arrange this.

#### **Vulnerable Cohort**

Currently the Shire & local Police have a list of people who have been contacted regarding their current status and supplies. For any additions to the list – please contact Donna George at the Shire office.

#### **Update from Wagin District High School**

*The Department of Education has been providing the school with regular updates which have quite often resulted in changing aspects of the way we run our core business. As it stands the intentions for all public schools in WA for the start of next term are as follows:*

- ✓ *All public schools will remain open.*
- ✓ *Parents are encouraged to keep their children at home. Those who need to send their children to school to maintain employment, children of essential workers and those who require school to support particular vulnerabilities may choose to do so.*
- ✓ *To ensure that students needs are met, staff will be present on school site.*
- ✓ *All students will be taught both those attending school and those at home.*
- ✓ *Students wellbeing remains a priority.*

*In order to cater for multi-modal education platforms (face-to-face, work packages and online), Wagin DHS staff will need to operate slightly differently at school. To support parents and students' staff will regularly keep in touch with every child either via Connect, email, or phone. To support parents and the community, regular support advice and updates can be found on links on the Wagin DHS website <https://www.wagindhs.wa.edu.au>*



*When school resumes on Tuesday 28 April, all students will receive a work package and access to the online platform Connect. The first week of school will focus on troubleshooting and helping families navigate either or both learning platforms.*

## 5.2 Issues of Concern

Emergency Services - Rostering implications

### St John

- Increased supply of PPE on hand
- 12 Volunteers – with the ability to take on drivers without the previous required training – only during the COVID-19 timeframe.

### Police

- Currently working well locally with most people doing the right thing.
- Seeking a venue for off-site decontamination if crew is exposed.

### Hospital

- Currently all good, although busy
- Sufficient PPE and staffing levels

### SES

- All good

### Shire

- No change

### VFRS

- No change

### Foodworks

- The manager is working hard to keep up supplies
- The board is working hard towards better options for safety for all

### Wagin BFB

- No change

### Medical Centre

- Business as usual

### Wagin School

- See report above
- Currently expecting 20 – 25 kids at start of next term
- Will start the term with a full supply of staff on board

### Waratah

- See report above
- This week is much improved on last week
- Currently allowing 1 visitor per resident per day

## 5.3 Other Business

Question regarding planes making use of airport – Police are seeking a suitable contact to check on any planes which arrive locally.

## 6. CLOSURE

With no further business the chairperson declared the meeting closed at 7.45pm with the next meeting to be Tuesday 21<sup>st</sup> April 2020 – via video link.