

# SHIRE OF JERRAMUNGUP



## MINUTES

### LOCAL EMERGENCY MANAGEMENT COMMITTEE

9<sup>th</sup> MARCH 2015

**A MEETING OF THE LOCAL EMERGENCY MANAGEMENT COMMITTEE HELD IN THE CAMERON BUSINESS CENTRE, JERRAMUNGUP ON MONDAY 9<sup>th</sup> MARCH 2015 COMMENCING AT 9.10AM.**

**MINUTES**

**1. OPEN AND WELCOME**

The Chairman declared the meeting open at 9.10am.

**2. RECORD OF ATTENDANCE**

|                    |  |
|--------------------|--|
| Brent Bailey       | Chief Executive Officer                        |
| Charmaine Solomon  | Shire of Jerramungup                           |
| Steve Evans        | OIC Jerramungup Police                         |
| Robert Dugoit      | Jerramungup Police                             |
| Steve Wadsworth    | Shire Ranger                                   |
| David Edwards      | Chief Bush Fire Control Officer                |
| Neville Blackburn  | Department of Child Protection Family Services |
| Anthony Armstrong  | OIC Jerramungup VES                            |
| Danielle Wisewould | St John Ambulance                              |
| Leanne Laurie      | Nurse Practitioner                             |

**3. APOLOGIES**

|                |                                     |
|----------------|-------------------------------------|
| Sarah Matthews | DFES – Community Engagement Officer |
| Adam Smith     | DFES – Emergency Management Officer |

**4. CONFIRMATION OF MINUTES**

That the Minutes of the meeting held 8<sup>th</sup> December 2014 be confirmed.

**Moved: Danielle Wisewould / Seconded: Neville Blackburn**

**That the Minutes of the meeting held 8<sup>th</sup> December 2014 be confirmed.**

**Carried**

**5. BUSINESS FROM PREVIOUS MINUTES**

**Business arising from minutes 8<sup>th</sup> December 2014**

**5.1 Point Henry Exercise**

Adam Smith compiled the information gathered from key agencies following the Point Henry exercise held in September. Committee members reviewed the maps provided at the last meeting. Suggested changes were noted, Adam Smith will make amendments to the mapping and provide finalised copies to LEMC.

Note: Information to be presented to the next LEMC meeting.

**5.2 Doubtful Island**

No further information

### **5.3 Street numbering**

Over the last few meetings, emergency services agencies have discussed the difficulty in locating specific houses in both town sites. This difficulty is experienced because houses rarely display a street number.

To overcome this problem the Committee decided to look at painting street numbers on kerbs in both townsites, this was done in the Shire of Ravensthorpe.

Jerramungup VES was approached to be responsible for painting the street numbers on kerbing within Jerramungup. Anthony Armstrong is happy for the local VES volunteers to be involved in the process.

Charmaine Solomon will provide an example to David Edwards of the paint used in Ravensthorpe and will look into the stencil used.

The Shire will provide the local VES with maps identifying street numbers.

Steve Wadsworth will meet with the Bremer Bay VES to see if they are interested in painting the street numbers in the Bremer Bay townsite.

A notice will be placed in the Bremer Bulletin and Council Buzz advising the public.

The Shire has also completed mapping on Point Henry lots. The map includes rural street numbers, lot numbers, property owners and whether there is currently a house or shed on the property. Charmaine Solomon will arrange for the maps to be sent out to all key agencies.

## **6. ITEMS FOR DISCUSSION**

### **6.1 Post – exercise reports**

Nil

## **7. ROUND TABLE**

### **7.1 Department for Child Protection and Family Support**

Neville Blackburn advised the Committee on the recent CPFS Great Southern response to the Northcliffe Bushfires and the lessons learnt in the Evacuation Centre.

#### **Northcliffe Fires – O’Sullivan Block**

An ISG was called by DPAW in Pemberton on Friday 30 January 2015 in relation to a number of fires that had been started by lightning over the last few days. One of those fires was in the Shannon area and would later become the O’Sullivan Block fire.

CPFS was activated at 9:30pm on 31 January 2015 by DFES on behalf of the IC to open a Welfare Evacuation Centre at the Pemberton Sports Club. Two staff from the Manjimup Office were contacted and travelled to

Pemberton and opened up the Evacuation Centre by 11pm, 2 evacuees were already at the Centre.

The Evacuation Centre was open for ten days and during that time 235 person registered at the Centre or online. At the height of the fire, when residents of Northcliffe were requested to evacuate, up to 40 persons were housed overnight at the Evacuation Centre. A total of 19 GS District Staff assisted in the Evacuation Centre along with ERT teams from Perth and the SW DESO.

Most evacuees returned to their homes on February 7 with the Centre remaining open until 9 February providing information and support to persons affected by the Fire.

CPFS was assisted by a number of organisations in the Evacuation Centre.

- The CWA did an outstanding job providing 3 meals a day for Evacuees and CPFS Staff.
- Community Liaison Officer's from DFES provided up to date information at the Evacuation Centre for the evacuees and others affected by the fire.
- YouthCare provided a 'meet and greet' role at the Evacuation Centre and generally provided additional support to the evacuees.
- Shire of Manjimup Staff provided Admin Support to CPFS Staff managing the Evacuation Centre.
- After the Evacuation centre was closed, Red Cross acted as a conduit to CPFS in the Northcliffe Visitor Centre, forwarding requests for support from persons affected by the fire to the CPFS Manjimup Office
- St Johns set up a First Aid Post in the grounds of the Evacuation Centre (Pemberton Sports Club).
- WA Police attended as required.

### **Challenges**

- Several undesirable persons attended the centre and WA Police issued 3 Move On Notices and eventually arrested one of these persons.
- Lack of bedding initially – CPFS does not and cannot justify holding any more than minimal numbers of beds and bedding, however will look to firming up local Community arrangements for bedding to be provided at short notice.
- Heat and humidity in the Centre made it very uncomfortable for evacuees and staff in the Centre.
- Attendance at daily OASG, ISG and Community Meetings placed considerable strain on CPFS Senior Staff. It was clear that these staff need to attend in person as opposed to using Video Conferencing facilities that aren't always available or reliable.
- Facebook pages asking for donations of food and providing incorrect info.
- Need to employ Security to ease pressure on Police and provide safety for staff.
- Families with large numbers of children refusing to evacuate – could become a CP matter.

## 7.2 Code Brown – Health Centre

Leanne Laurie advised the Committee on “Code Brown” – external emergency procedure, which will apply to both health centres.

When there is three (3) or more casualties at either health centre Code Brown will be activated. This will mean that they will receive assistance from either RFDS / an ambulance dispatched from Albany with an on call anaesthetist on board or helicopter.

A copy of the activation flow chart is attached for LEMC to review, please forward any comments via email to Leanne Laurie.

## 7.3 Police Stop

Steve Evans advised the police stop in Bremer Bay went well. The Shire Ranger and DFES were also present delivering the aide memoire on visitor safety information. The message was received well.

## 7.4 Chief Bushfire Control Officer

David Edwards thanked Anthony Armstrong and local members who attended the Boddington fires.

David Edwards advised the Committee on the response to the fire that started at Stream beach. David Edwards thanked the Bremer Bay local volunteers for their assistance.

David Edwards also advised that the ‘restricted burning period’ has commenced in the Shire of Jerramungup the following restrictions are in place on the permits being issued:

- No burning between 7am and 4pm
- A 3 metre wide bare earth firebreak is required around all stubble burning
- A separate fire unit is required other than the one doing the burning
- Can only burn on one location on anyone day
- Landowners are to contact neighbouring property owners to advise of burn
- The landowner is to contact the Shire of Jerramungup (9835 1022) to notify of burn and FCO that wrote permit
- Permits **can't** be validated for a Sunday or Public Holiday.
- You must have permit with you at all times while burning
- Track raking is allowed under permit with a fire unit in the paddock

## 7.5 Local Emergency Management Arrangements

Committee agreed to review the Local Emergency Management Arrangements at the June meeting.

**8. NEXT MEETING**

The next LEMC meeting is to be held Monday 8<sup>th</sup> June 2015, Cameron Business Centre, Jerramungup.

**9. CLOSURE**

The meeting closed at 10.20am.