

Local Emergency Management & Airport Committee Meeting Minutes
04 February 2019



REPORT OF LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING

A meeting of the Local Emergency Management & Airport Committee was held on **Monday 4 February 2019.**

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APPENDICES

- Minutes LEMAC Meeting 26 November 2019

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1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

The Executive Manager of Technical Services Angela Hoy welcomed everyone to the meeting with the meeting being opened at 4.10pm.

There was a brief explanation about this committee being part of the Shire's compliance with the Local Government Act.

2. RECORD OF ATTENDANCE and APOLOGIES

Attendance:

Angela Hoy	(Exc. Manager Technical Services - Shire of Wiluna)
Darren Saunders	(Acting OIC Wiluna Police)
Anton Roose	(Ngangganawili Aboriginal Health Service – NAHS)
Joanne McEwan	(Acting Principal of Wiluna Remote Community School)
Keith Shaw	(Dept of Communities - District Emergency Services Officer Geraldton Office – Murchison District)
Kylie Jones	(Dept of Communities – Senior Child Protection Worker Wiluna)
Julie Greatbatch	(Administration Assistant – Shire of Wiluna)

Apologies

Colin Bastow	(Chief Executive Officer – Shire)
Robert Wiles	(Works Supervisor – Shire)

3. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

3.1 Minutes of the LEMC meeting held on the 26 November 2019

3. BUSINESS ARISING FROM THE PREVIOUS MINUTES

There as a general discussion about the possible calendar for future quarterly meetings being the 1st Monday of each month as below was agreed upon.

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4 February 2019
6 May 2019
5 August 2019
4 November 2019

April being the month for the Desk Top for the Airport (to be managed by Aerodrome Management Services (AMS)).

The Airport Desk Top is a CASSA requirement.

May being the month for the Desk Top – Local Emergency.

The committee was asked to think about the Local Emergency Desk Top scenario and give comment, with the some of the choices being, fire, flood or pandemic.

4. INFORMATION REPORTS FROM CEO

Nil

5. GENERAL BUSINESS

5.1 Update of Members and Contact List

Angela advised that Julie would be completing this task.

Keith Shaw tabled a copy of the Department of Communities Local Emergency Welfare Plan for the Shire of Wiluna and asked that the document be read with necessary updates being sent to him.

The Department of Communities will provide in an Emergency

Emergency accommodation including Welfare Centres
Emergency catering
Emergency clothing and personal requirements
Personal support services
Registration and reunification
Financial Assistance

The Department of Communities have a store in Meekatharra and Geraldton with limited supplies of bedding, camp stretchers, air mattresses, blankets, pillows and some personal items.

The Shire is part of the recovery process with the Police and NAHS being the first responders.

The committee was advised that the Shire will be holding a Traffic Control Course in the future.

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6. CLOSURE OF MEETING

The meeting was closed at 4.25pm