WELCOME TO THE STATE MEMEG FORUM 2018

ROYAL AUSTRALASIAN COLLEGE OF SURGEONS 250 SPRING STREET EAST MELBOURNE

Thursday 23 August 2018



HELEN NAPIER STATE MEMEG CHAIR

Welcome and introduction

THE FUTURE OF MEMEG WORKSHOP

SESSION 1:

Facilitator: Tracey Koper

MORNING TEA

MORNING TEA BREAK

THE FUTURE OF MEMEG WORKSHOP

SESSION 2:

Facilitator: Tracey Koper

LUNCH

LUNCH BREAK

EXERCISE CASE STUDIES

SESSION 3:

Presenters:

Lisa Travers & Kirsty Bromfield

EXERCISE IRON HORSE North West Collaboration



2018 Regional **NWMR Collaboration Exercise**

EXERCISE IRON HORSE

10 September 2018























Sharing our Exercise Iron Horse experience...

What are we going to cover today?

- Focus on the exercise planning and management covering:
 - Why we decided to do things differently identified benefits
 - How it was different from previous exercises planned
 - Did these changes contribute to a successful exercise
 - What would we do differently next time







What did we do?

Planned and held a regional exercise - Exercise Iron Horse

- Held on Monday 14 May 2018 at Laverton Community Hub
- Multi-agency, functional ERC activation exercise
- Scenario freight train derailment in Laverton resulting in possible rupture of a pressurised container carriage of anhydrous ammonia affecting a residential area of over 900 dwellings and a shopping precinct
- Designed to provide to a 'back to basics' learning experience of new and inexperienced ERC staff. Providing a safe learning environment for staff to increase their knowledge and confidence of their roles and responsibilities.





















Exercise Aim

 To practice the activation, set up and running of a regional ERC and participation of resources from NWMR EM Collaboration, in accordance to NWMR ERC Standard Operating Guidelines.

Exercise Objectives

- To test the activation process for emergency relief
- Practice receiving impacted persons
- Practice management of precinct field operations
- Practice management of information updates
- Practice provision of logistical services to support ERC operations
- Practice administrative communication and coordination processes
- Increase the confidence of NWMR staff to accept and undertake a role in an ERC.



























































This year we decided to do a few things differently with the exercise planning - these became the

key to a successful exercise

































Why did we do things differently?

- Reliance on the same people to deliver the exercise annually
- Broaden and diversify the representation there could be hidden skills in our midst
- Collaboration Strategic Planning Day highlighted the need to share knowledge and skills
- Staff voiced a desire to develop their exercise planning skills and capabilities
- Share workload across the region
- Improve the process for capturing observations and learnings from a large exercise to enhance training, processes and documentation
- To break out of the mould that 'we do this every year it's in our business plan'



The **PLANNING** is as

important as the exercise to build regional capacity and capability in local government emergency management!

























































How did we do our planning differently?

The First Step.... Building our Planning Team

- Developed a Planning Structure that facilitated collaborative participation
- Encouraged the initial planning team to recruit far and wide.
- 14 recruits for the Planning Team 60% not involved in a NWMR Collaboration exercise in the past
- Agencies were invited to participate in the Planning Team
- New agency players Ambulance Victoria

















Exercise Iron Horse PLANNING TEAM

Planning Control and Coordination, Planning Structure, Aims and Objectives Structure, Development of Concept Document/Exercise Plan (including scenario), Schedule and Time Line Management

Exercise Writing Team

Developing the schedule

General Idea Mapping

Special Injects

Community Participation Team

Recruiting community participants and non-EM Council Staff

Developed Role Player Roles

Developed guidance notes on role expectations for evaluation

Management of Green Room

Role play coordination on the day

Wellbeing of role players

Analysed Role Play Evaluation

Roster Coordination Team

Built ERC staff roster Mentor recruitment Invitations to staff to participate

Equitable spread of participation across the collaboration

Management of Red Room

Logistics Team

Catering
Equipment
Parking
ERC Kits

Localised Animal Management Preparedness

Evaluation Team

Evaluation Plan
Templates

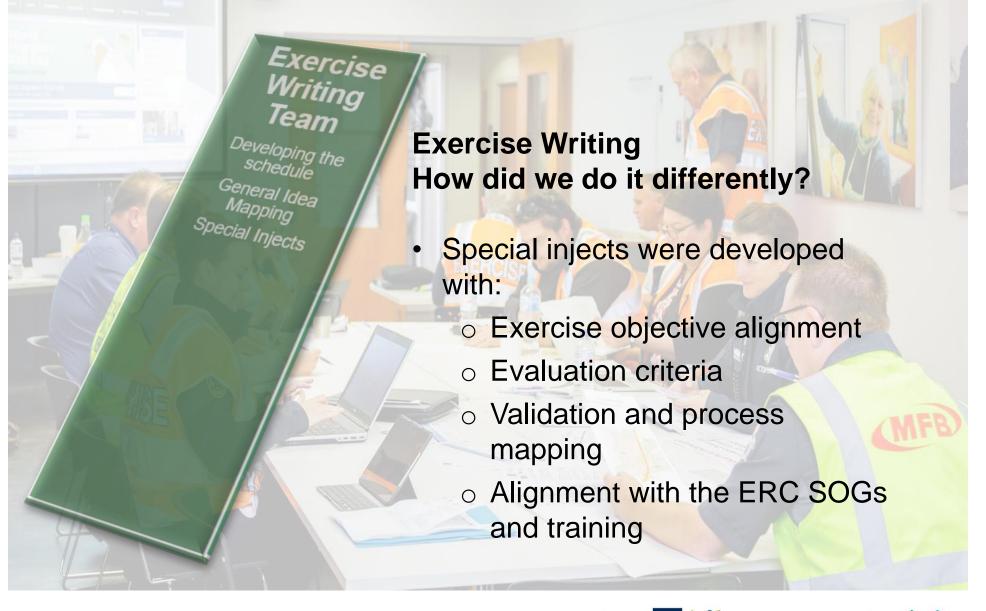
Briefing Notes

Recruitment of Evaluators

Coordination and briefing of evaluators

Analysis of evaluation and ERC Pre and Post Surveys



































Community Participation Recruiting community participants and non-EM Council Staff Developed Role Player Developed guidance notes on role expectations for evaluation Management of Green Role play coordination

Community Participation and Role Play

What did we do differently?

- Recruited non-EM Council staff as role players
- Developed detailed Role Player
 Guidance Note Lanyards including
 what role players should expect
 and when the role play should
 conclude
- The Role Player lanyards included specific evaluation questions relevant to that role play





















Evaluation Team

Evaluation Plates

Briefing Notes

Recruitment of

Evaluators

Coordination and
briefing of
evaluators

Analysis of
evaluation and ERC
Surveys

Exercise Evaluation What did we do differently?

Enhanced alignment of Evaluation
 Plan with exercise objectives

Evaluation methods:

- Special inject evaluation
- Pre and post ERC staff surveys
- Role players evaluation

Exercise Evaluation Report

- Exercise Improvement Implementation
 Plan
- Recommendations allocated to Working Groups





































































How do we know these planning changes led to success?

- The exercise ran smoothly and hit the mark with the 'back to basics' participants providing the learning experience they needed
- Commitment was maintained during the planning phase as team members felt their input was valued and the time commitment was achievable
- Skills and knowledge have been transferred between councils and agencies building capacity and capability in the region
- Positive anecdotal feedback from ERC staff, agencies and role players
- Maintained momentum and engagement of ERC staff and an increased interest in ERC role recruitment
- Identified a number of learnings in the Evaluation Report
- Special inject evaluation provided a full understanding of what had happened to allow the process to be fully assessed and improvements identified









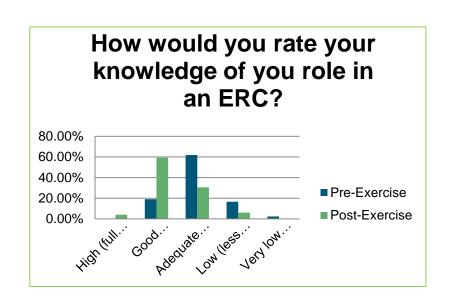


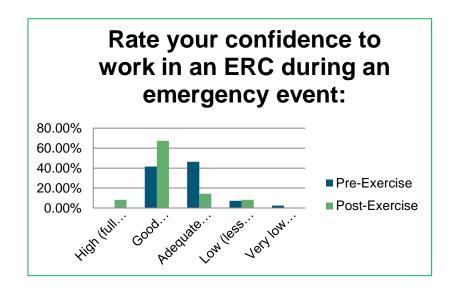




How do we know these planning changes led to success?

- Increase in confidence and knowledge of ERC staff
 - Knowledge of role in ERC increased by 210%
 - 63% increase in staff who were confident to take on a role in an ERC during and emergency.























What improvements could we make for future exercise planning?

Role Play Coordination

Stagger role play arrival times to reduce waiting times

EXCON and Exercise Coordination

- Provide individual briefings for critical EXCON roles to ensure roles and responsibilities understood (Mentor, Inject Coordinator...)
- Activate and exercise the MECC as part of the exercise a planning decision was taken to not activate the MECC for Iron Horse
- Plan for the consequences of maintaining an operation centre whilst running an exercise
- Provide a dedicated 'graffiti wall monitor'



















If you takeaway one thing from today...



























EXERCISE CASE STUDIES

SESSION 3:

EXERCISE ORWELL - Animal Management

Dianna Blake - Wimmera Emergency Animal Welfare Support Plan 2017

10 May, 2018

Exercise Orwell



Based on an emergency event affecting our partner councils and the activation of the Wimmera Emergency Animal Welfare Support Plan 2017

Partner Councils

Collaboration in Emergency
Management planning
through shared MERP
funding and the Wimmera
Emergency Management
Resource Sharing Program
(2012 – 2020)



Emergency Animal Welfare Support Plan

endorsed by all partner councils in July 2017

- Identified as one of several plans suitable for integration across the four Partner Councils
- Objectives of the plan are to:
 - Ensure animal welfare support is considered and need assessed before, during and after an emergency
 - Prescribe the resources that are available locally and externally that may support the plan
 - Outline the municipal coordination arrangements for animal welfare support
 - Provide advice to the community on animal welfare support before, during and after an emergency

Exercise Orwell - Objectives

- Ascertain the current level of preparedness across the Partner Councils in relation to the plan
- Evaluate the activation and escalation of the plan by a Partner Council, DEDJTR or Control Agency
- Validate the current collaborative arrangements for the coordinated delivery of emergency animal welfare support services in accordance with the plan
- Ascertain the capacity and capability across the Partner Councils to manage recovery, and coordinate an integrated approach to community communication

Exercise Orwell - Structure

 Designed and delivered by Kirkham-Smith Consultants, in collaboration with the Wimmera Emergency Management Team



- Hybrid syndicate-discussion exercise undertaken in between presentations by guest speakers
- Demonstrated Crisisworks and EM-COP

Guest Speakers

- Cherie Graham
 Chief Emergency Officer, Moorabool Shire

 Scotsburn Animal Recovery
- Paul Beltz
 Senior Veterinary Officer SW, DEDJTR
 Victorian Emergency Animal
 Welfare Plan

- Ryan Straub
 Environment Protection Authority
 EPAs role in EM
- Andrew McBride
 Livestock Divisional Manager, Luv-a-Duck
 Operations & Disaster Management

- Use of EM-COP for situational awareness
- Use of Crisisworks for SMS messaging to EMT
- 35 participants; 4
 LGA's; 7 Agencies



Did we meet the objectives?

- Partner Councils were found to be reasonably prepared in relation to the plan areas for improvement were identified
- Partner Councils were able to activate and escalate the plan potential for improvement in the escalation process and chain of command understanding
- Current collaborative arrangements were demonstrated further opportunities to enhance these were identified
- While all Partner Councils demonstrated a good knowledge of community communication, more work can be done in developing templates. Similarly, management of donations and volunteers needs further definition

Recommendations for Partner Councils

- 1. Pre-identify deceased animal disposal sites to facilitate the application for Section 30A approval with the EPA
- 2. Undertake further awareness training of the chain of command specifically for emergency animal welfare activities to ensure consistent understanding and application of the response structure and associated responsibilities at State, Regional and Local level
- 3. Confirm the need for, and availability of, potential human and physical resources that could be shared among Councils for the provision of emergency animal welfare support

Recommendations for Partner Councils

- 4. Undertake further training in EMLO roles, and use of Crisisworks as a tool to coordinate local operational requirements, relief and recovery services for emergency animal welfare services
- 5. Appendix H: Animal Processing Procedure be reviewed to reflect the tools used by Council Rangers and Partner Councils application of Crisisworks during emergency events

Participant Feedback Report

Utilised **SurveyMonkey** with 6 questions – 13 respondents

- "Really enjoyed the day, never been so engaged in a training exercise"
- "The presentations and format were excellent. It was a great mix that kept you engaged with expert advice at hand"
- "The presentations helped develop the setting of the exercise and provide some perspective of the issues that need to be considered"
- "One of the best exercises I have ever been involved with"

EXERCISE CASE STUDIES

SESSION 3:

EXERCISE POLDARK –

Sue Rondeau and Mat Deans

Moyne / Warrnambool

Exercise Poldark



Multi agency field exercise





Exercise overview

- Over 120 personnel and volunteers
- 20 community volunteers
- Observers area
 - Pre activation scenario video
 - 2 x screen live video feed
- Multi Agency representation included CFA, VicSES, VicPol, AV, DHHS,
 - VCCEM, Southwest Healthcare
- Conducted in real time



MOYNE

Exercise overview

- Cross Council
- Media
- Hot Debrief on the night & AAR
- Survey monkey distributed to all participants







Purpose

- Test operational & incident management levels
- Test capability and capacity of Council & agencies
- Test response & relief agencies
- Test MEMPlan & Warrnambool Regional Airport Emergency Management Plan
- Work together & develop relationships



Background

- Joint Warrnambool City Council and Moyne Shire Council MEMPC
- Exercise Sub-Committee
 - Membership includes CFA, AV, VicSES, FFM, VicPol, DHHS & Wannon Water & Council
- Function of the Sub-Committee
 - Exercise and test the MEMPlan





Exercise

- Mat & Sue wrote, coordinated and directed the exercise
- Used Sub-Committee to validate exercise scope
- Developed a Participants Kit
 - Exercise Aim & Objectives
 - Exercise Rules & Safety Information
- Used agency comms to activate and respond services
- Developed role players scripts
- Developed a presentation to set the scene





Exercise Team

- Director
- Deputy Director
- Safety Officer
- Site Access Officer
- IT Coordinator
- Roving camera operators
- ARO
- Catering



Challenges

- Operational airport
- HEMS 4 on site
- Weather
- Drones prohibited



Outcomes

- Increased community awareness of planning & preparing in EM
- Built relationships between agencies
- Identified gaps in Warrnambool Regional Airport EM Plan
- Recovery acknowledged as a key component immediately following any emergency
- Agencies learnt about each others capabilities





Outcomes

- Exercise was rated by all participants as overwhelmingly successful and generated a commitment to exercise regularly
- Highly Commended at the LGPro Awards for Excellence.







QUESTIONS

EXERCISE CASE STUDIES

SESSION 3:

Presenter:

Mike McStephen

Wellington Shire Council

EXERCISE ERC ACTIVATION

Emergency Relief Centre Exercise

Mike McStephen

Emergency Management Fire Coordinator

MEMEG Forum, Aug 23, 2018

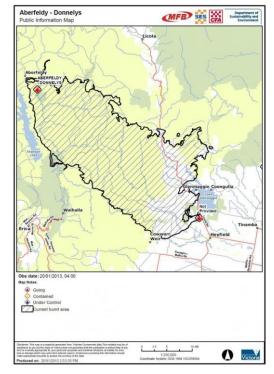




ERC Exercise

Emergency Relief Centres

- Why we ran it
- What we planned
- What happened
- What came out of it





Why we ran it

Quiet years

Staff changes

Equipment changes

Skills maintenance

Re-engage staff

IMPORTANT INFORMATION

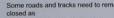
Some Roads, Tracks and Visitor Sites in this area may be

Closed

for repair due to FIRE and FLOOD damage

During the 2006/2007-fire season, more than one million hectares of the Victorian High Country was but In the interest of public safety, the Department of Sustainability and Environment, Parks Victoria and Lo Government have closed a number of roads & tracks, camping & visitor sites and other amenities in this is





- dangerous sections require repair
 original routes need to be restored
- burning material under a road may result in the road collapsing
- blocked culverts may lead to flooding



Water in streams and rivers may be unusable as

- silt and ash has been washed into rivers
 decomposing fish/wildlife will contaminate waterways
- unstable banks may make collecting water



Camping areas and visitor sites may be closed as

- trees may be internally weakened by fire
 tree roots may have been burnt underground
- cut by heavy machinery
- burnt trees may drop limbs
- toilets and other facilities have been bu



The Department of Sustainability and Environment on 13 61 86 Or Parks Victoria on 13 19 63





What we planned

An emergency to trigger an ERC establishment

Narrow focus

- Trigger
- Set up
- Register with Red Cross
- Close down
- Debrief
- Back to work

Communication difficulties in processing evacuees





What we planned

"Register with Red Cross"

WAIAG:

Wellington Access and Inclusion Advisory Group

Assist Council

- Advice and advocacy on access and inclusion matters
- Identify and address access issues



What we planned

Communication Access Network

Communication Boards



What happened

ERC: Sale Baptist Church

- Wellington ERC staff deployed
- 2. Red Cross volunteers arrived
- 3. WAIAG "evacuees" arrived
- Very slow to register
- Queues started to form





Lessons identified

Debrief of all participants

9 lessons identified

#2: Slow registration – both staff and evacuees

- Training for ERC staff in interacting with people with special needs.
- Resources produced to support ERC activities





Personal Information Card

About Me is a personal information card to help you communicate in an emergency.





It is the size of a credit card.





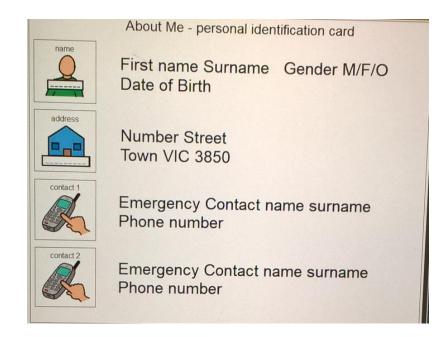
It fits in your purse, wallet, or pocket.

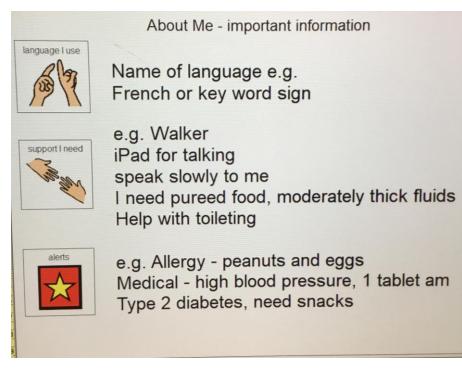




It has information on both sides.

What information is on it?





How do we make a card?



It is on Boardmaker – a program that is on a Wellington Shire library computer



We have made an outline or template



Open the file, add your information



Print



Trim and laminate

ERC "Evacuees" Support Team



Leanne Wishart, Rural Access Coordinator Leanne.Wishart@wellington.vic.gov.au



Sheryl McHugh, Vulnerable Persons Officer Sheryl.McHugh@wellington.vic.gov.au



Jocelyn Collins, Regional Communication Service. Scope Community Services JCollins@scopeaust.org.au

Questions?

Mike.McStephen@wellington.vic.gov.au

EXERCISE CASE STUDIES & LEARNINGS

SESSION 3:

Learnings from Barwon
South West

Presenters: Sharna Whitehand, Sue Rondeau, Jarrod Woff & Matt Chamberlain









South West Complex Fires 23 August 2018









Initial Fire

Clean Up

Peat Fires

Recovery

Learnings









- Severe Day
- ICC/RCC
- Wind/Power/Fire/Smoke
- Intel problematic
- 10 Relief Centres
- Penshurst Hospital Relocation
- Terang Aged Care Relocated
- Trauma











- 15,000 hectares
- 26 homes
- 63 sheds/outbuildings
- 2,995 cattle and sheep
- 2,895 km fencing
- Cobden Health Relocated
- Schools relocated
- CHAC









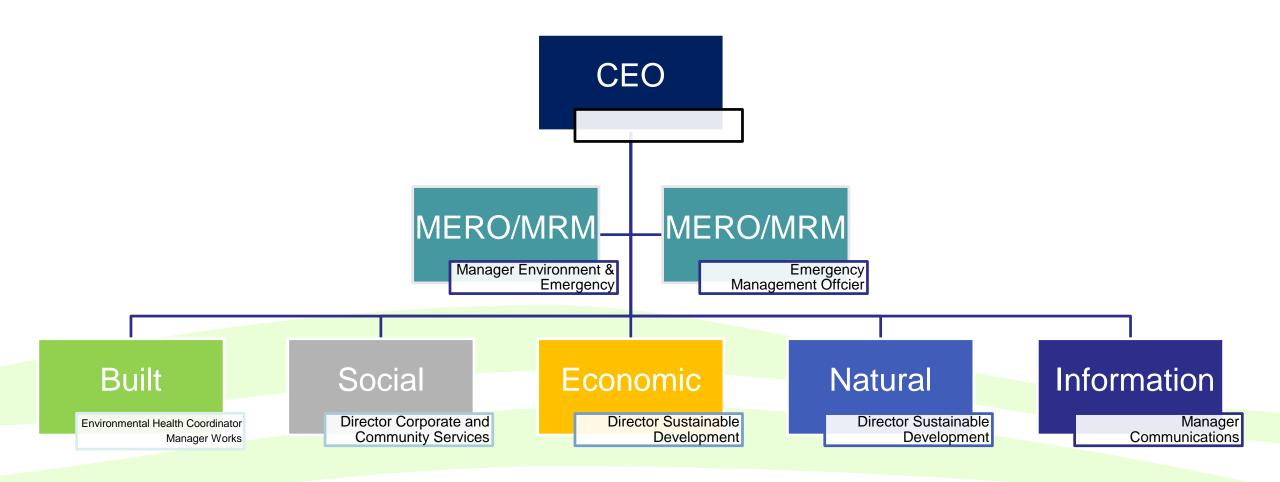






















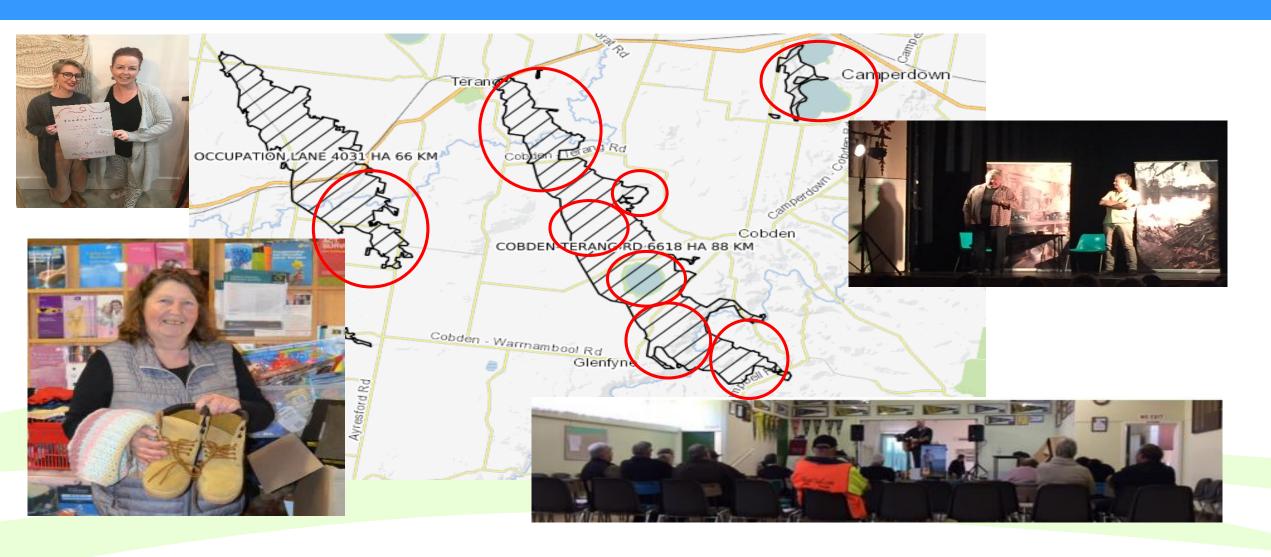
MEMEG 23 August 2018











MEMEG 23 August 2018









Corangamite Shire Reflections

- 2 weeks grace with BAU
- No wrong doors all councils agreed to offer same services
- Chain of Command
- Staffing resourcing accommodation
- MERO/MRM
- Willingness of staff to pitch in
- Resilience community expectations
- ERC vs NSP
- Recovery funding

MOYNE SHIRE COMMUNITY LED RECOVERY









Fires





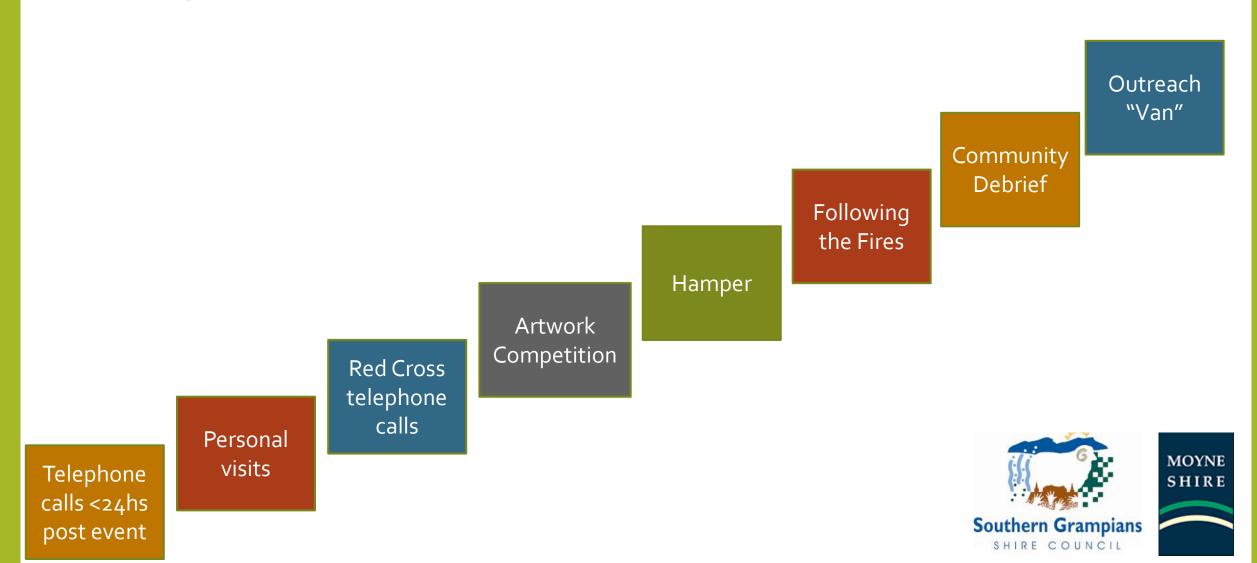
Challenges with Recovery

- Funding
- Emergency vs directly fire affected communities
- Mix of lifestyle and primary procedure properties impacted
- Community divisions
- Lack of agency knowledge of their role in Recovery
- Fire crossed borders
- Filtering bad advice
- Pushing back to State and Region
- Female leader
- Distance





Building Blocks to Community Led Recovery



Building Blocks to Community Led Recovery



Telephone calls <24hs post event Personal visits

telephone calls





Outreach Strategy "Van....tastic"

How did we get here?



Stats

17 days



206



40+ Connections



100+ Linkages













"The van is enabling the community to talk with each other, building relationships where none existed before. And moving the community into not only the "new normal" but into renewal."

Angus McGillivery
Fire Affected Farmer - Garvoc



Learnings

- Some days you will cry
- Magic will happen before your eyes
- Conversations will continue
- Relationships will be stronger
- New connections will be made
- You need to be flexible, adaptive, supportive, creative and have a vision
- Have Council support and a great team
- Build Trust Listen and Care





This model can be used following any emergency in any State or Country



REMEMBER

Real people are involved in emergencies



REMEMBER

Real people are involved in emergencies



Regional Reflections

- Farmers Support Program
- Community activated relief centres
- CHAC at Relief Centre
- RJPIC
- Crisisworks Case Management
- 2 IA Portal
- Donations
- NDRRA TA 1/11/18
- Council Collaboration
- Support in Schools
- Community Debriefs
- Communities Pace Resilient Recovery
- Trees, trees, trees

QUESTIONS



SESSION 4:

STATE UPDATE

Upcoming Reviews – Workshop

Presenter: Julie Hoy (IGEM)

STATE UPDATE

SESSION 4:

Impact Assessment Update

Presenters: Fyowna Norton & Danny Rey-Conde (EMV)



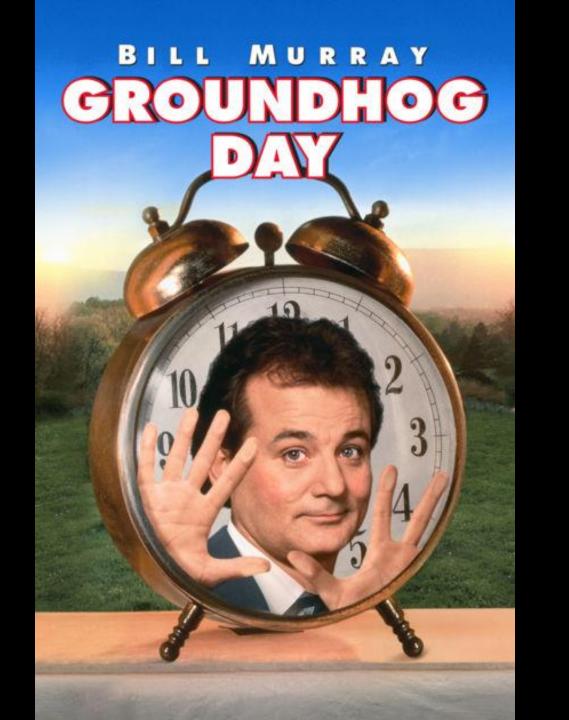
Understanding the Impacts of Emergencies on Communities

State MEMEG 23 August 2018

Fyowna Norton A/General Manager, Relief and Recovery

Working in conjunction with Communities, Government, Agencies and Business







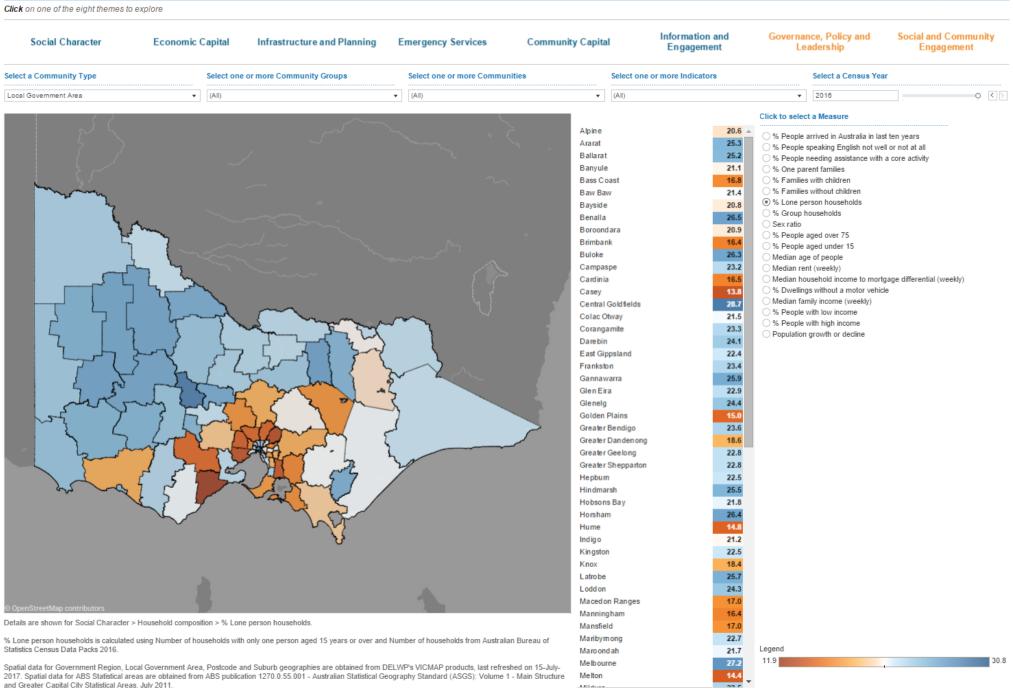


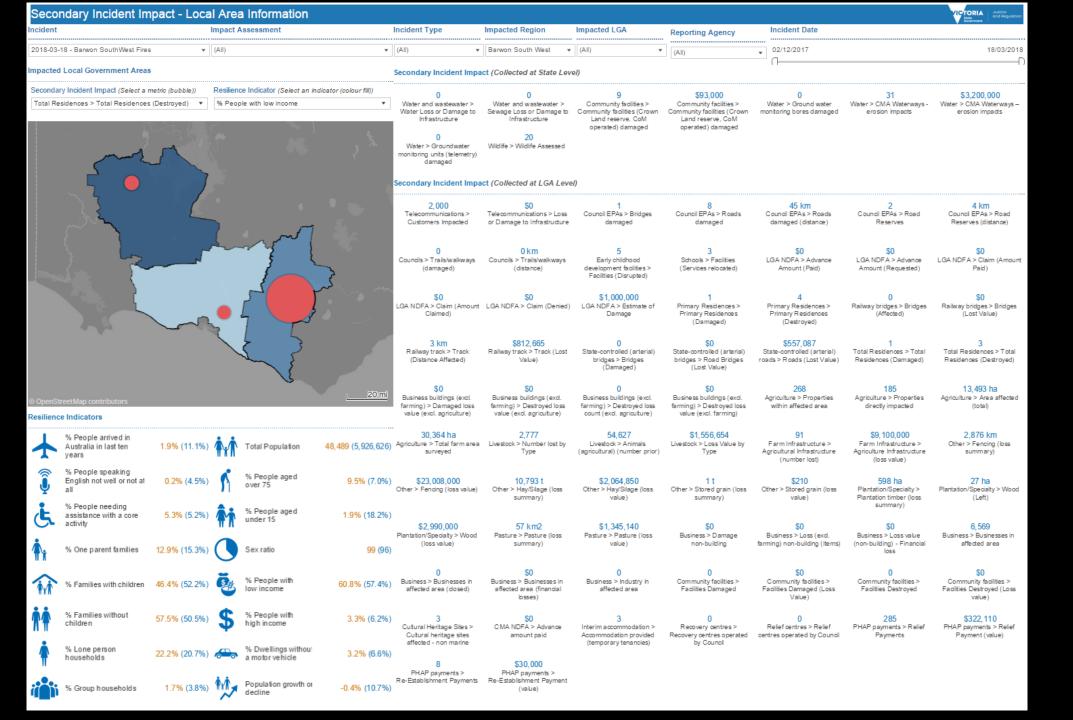


Action 24. Review the impact assessment system to:

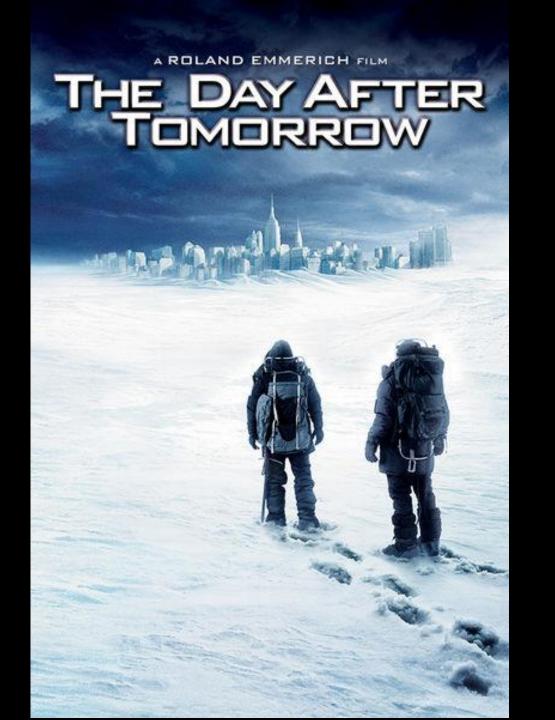
- Identify agency responsibilities, information required and data collection, and
- Develop procedures and protocols to support the collation, analysis, sharing and distribution of collected data (consider a common information management system).







Observations and Insights



Understanding the Impacts of Emergencies on People & Communities

Stage One Stage Two Community Resilience Initial Impact Assessment Index (early) IT solution Secondary Impact Stage Three **Assessment** March 2017 **Impact Assessment Program** For the 2017-18 season ONLY (EM-IMPACT) Development of an end to end Impact Assessment System End to End Initial Secondary

Needs

Assessment

Impact

Assessment

System

Resilience

Index

Impact

Assessment

Impact Assessment:

Is Proportional

Measures the changing resilience of communities over time

Is Publically available



Thank you

emv.vic.gov.au



STATE UPDATE

SESSION 4:

LGV & EMV Update – Capability & Capacity Project

Presenters: Dan Harper (LGV) & Steve Muncaster (EMV)

Councils and Emergencies

State MEMEG 2018



Dan Harper Senior Manager Sector Capability & Resilience 23 August 2018



Where are we up to?



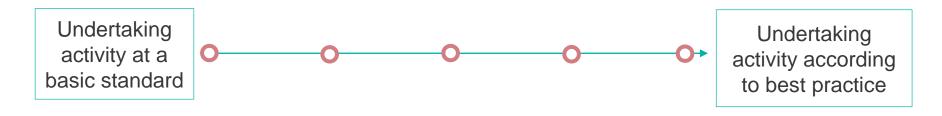
Project Principles

- Considers core capability elements of People, Resources, Governance, Systems and Processes
- Utilises the responsibilities and activities as outlined in the Position Paper as the baseline for the assessment
- Focusses on organisational capability and capacity and not individuals
- Acknowledges the size and complexity of individual councils
- Acknowledges the risk profile, local arrangements and the identified needs of each individual municipality
- Utilises a combination of self-assessment and face-to-face assessment approaches
- Aligns and provides outputs to inform broader work in the emergency management sector

Determining the capability of 79 different councils

Maturity Model

Identifies the point along a continuum where council is currently operating and where a council considers it should be operating for emergency management responsibilities or activities.

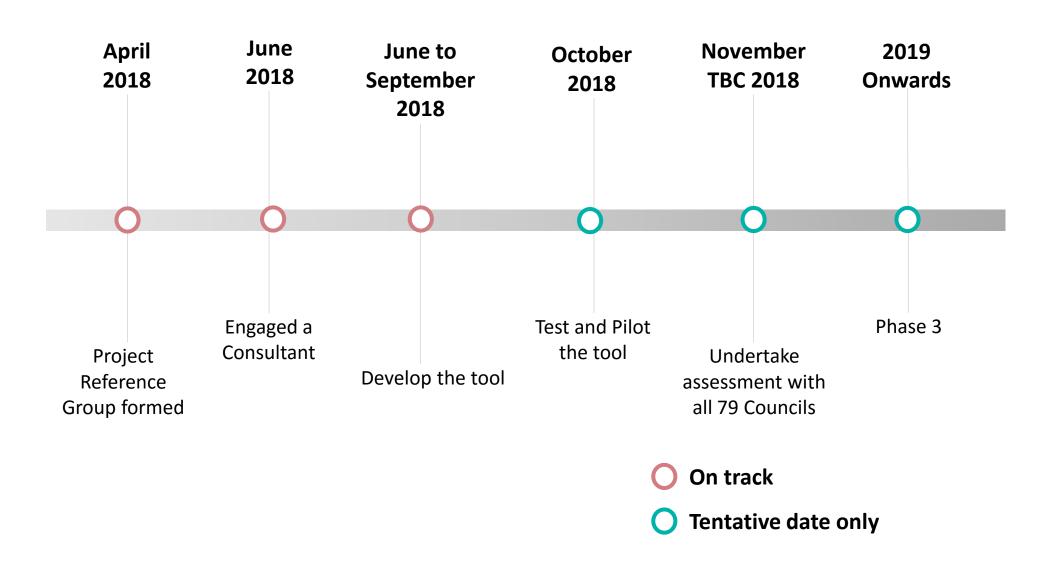


Determining the capability of 79 different councils

How will councils identify their capacity and capability?



Key Dates – Looking Forward





Victorian Preparedness Framework

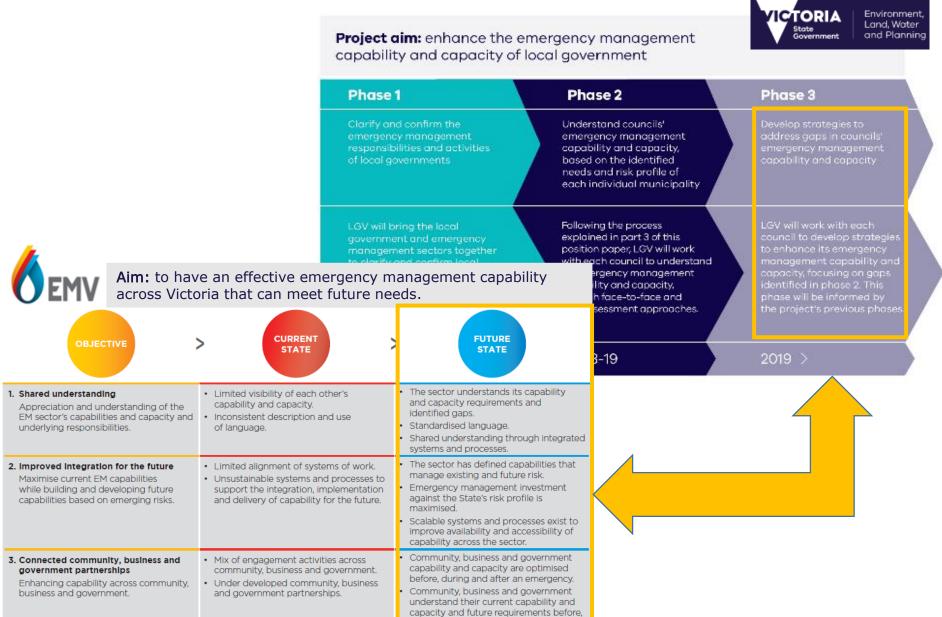
State MEMEG Forum, 23 August 2018

Steve Muncaster
Manager, Capability and
Response Performance
Emergency Management
Victoria

Victorian **Preparedness Framework** May 2018 Working in conjunction with

Working in conjunction with Communities, Government, Agencies and Business

What's in this for Local Government?



during and after an emergency.



Victorian Preparedness Framework

Core capabilities

BEFORE, DURING AND AFTER	
Planning	
Community Information and Warnings	
Operational Management	
Intelligence and Information Sharing	
Public Order and Community Safety	
Building Community Resilience	
BEFORE AND DURING	
Fire Management and Suppression	
DURING AND AFTER	
Fatality Management	
Critical Transport	
Logistics and Supply Chain Management	
Impact Assessment	
DURING	AFTER
Search and Rescue	Economic Recovery
Health Protection	Natural and Cultural Heritage Rehabilitation
Health Emergency Response	Built Recovery
Relief Assistance	Social Recovery
Environmental Response	Assurance and Learning

Capability elements





Capability assessment

Estimate capability requirements based on targets - Capability Assessment

Evaluate capability elements required to deliver each target.	What is required to deliver each target?
Estimate capability elements currently available in Victoria to deliver each target.	What is currently available in Victoria to deliver each target?
STEP Explain the gaps identified for each capability target.	Explain what is missing.
Identify where additional capability and capacity is available for each target to assist with Victoria's emergency response (including state, interstate and international agreements, arrangements and supporting relationships; additional expected volunteer capability).	Where else is agreed capability available?
STEP Select and describe the most significant areas to leverage capability through partnerships or other means.	Where could capability be leveraged in future?



What's next?

2018-19 Assessment 1

- Impact Assessment (pilot) EMV
- 2. Operational

Management SES

3. Fatality Management

VIFM

- 4. Relief Assistance DHHS
- 5. Environmental Response

DEDJTR (Ag Vic)

- 6. Intelligence and Information Sharing **EMV**
- 7. Logistics and Supply Chain Management **DELWP**
- 8. Health Emergency Response **Ambulance Vic**

2019-20 Assessment 2

- 9. Public Order and Community Safety **VicPol**
- 10. Fire Management and

Suppression CFA

- 11. Community Information and Warnings **EMV**
- 12. Critical Transport

DEDJTR

- 13. Social Recovery **DHHS**
- 14. Building Community
 Resilience **EMV**

2020-21 Assessment 3

- 15. Search and Rescue MFB
- 16. Economic Recovery

DEDJTR

17. Assurance and Learning

EMV

- 18. Planning EMV
- 19. Natural and Cultural Heritage Rehabilitation

DELWP

- 20. Health Protection **DHHS**
- 21. Built Recovery LGV





Questions?

Steve Muncaster e: steve.muncaster@emv.vic.gov.au

Alyssa Harry e: alyssa.harry@emv.vic.gov.au



FORUM CLOSE

Thanks for your participation.

Have a safe trip home.