



Oxford Regional Emergency Management  
(OxREM)  
Oxford Police Station  
Thursday, August 27, 2015  
**Meeting Minutes**  
**Approved**



Introductions: 18:07 PM

Members in Attendance

- |                      |             |            |
|----------------------|-------------|------------|
| ○ John Reynolds, Jr. | ENT & WNT   | Chair      |
| ○ Chuck Freese       | UOT         | Vice-Chair |
| ○ Steve Roberts      | Elk         | Secretary  |
| ○ Milt Rudy          | Elk         |            |
| ○ John Slauch        | Oxford Boro |            |
| ○ Blair Fleischmann  | UOT         |            |

Visitors

- |                   |       |  |
|-------------------|-------|--|
| ○ Rob Linnenbaugh | CCDES |  |
|-------------------|-------|--|

John Reynolds opened the meeting with the Pledge of Allegiance and a moment of silence.

Review of Minutes: MOTION: To approve Minutes of the July 23, 2015 meeting by John Reynolds, seconded by Chuck Freese. PASSED.

Financial: Blair Fleischmann reported that the checking account balance on July 25, 2015 was \$5486.95, and dues for 2015 from Lower Oxford Township are still outstanding.

POD Report: John Reynolds spoke to Robert Russell, who expects to be able to devote time to the effort after he completes some other items. Chuck Freese asked if the other people who previously volunteered for the POD are still available; John Reynolds is confident that they are. Chuck stated people's contact information changes periodically, and therefore they might not be easily contacted. John will send an email to them.

Outreach:

- Communications (Website) Committee: There was discussion of a location for an antenna for a radio system. John Reynolds, John Slauch, and Chuck Freese will meet to evaluate a potential site.
- EOP Committee: John Slauch will contact Karen Edmunds and Jose Reyes about the status of the school emergency plan. Rob Linnenbaugh stated that the CEM Planner software is being made available to schools for their plans.
- Drill Committee: John Reynolds asked about doing a drill, and said he had spoken to Heather Morgan, CCDES, and proposed an October time frame. Blair Fleischmann suggesting waiting until the Spring, when new township supervisors (and boro council people) will be in place. John Slauch suggested that the "drill" could be an orientation for municipal officials, and could be a way to introduce OxREM to them. Blair suggested holding it at a location that could be a Regional EOC. John Slauch will talk to David Woods, OASD Superintendent, about the possibility of a Regional EOC.

Announcements:

- Chester County: Rob Linnenbaugh reported that the County radio project testing is in progress, and going well. There will then be a 30 day test in September, followed by a 60 day test. He



Oxford Regional Emergency Management  
(OxREM)  
Oxford Police Station  
Thursday, August 27, 2015  
**Meeting Minutes**  
**Approved**



stated that the Everbridge system is in operation. The County is preparing for the Papal visit to Philadelphia on Sept. 26 and 27.

- AGREM: Chuck Freese reported that the AM radio station is scheduled to be on the air on September 26, the date of the Penn Township Community Day. The station will be at 1670 KHz on the AM dial.

Open Discussion:

- Radio checks were performed before the meeting:
  - The radio check from Chuck Freese in the boro to Steve Roberts' home in Elk Township was successful.
  - The radio check from Chuck Freese in the boro to Blair Fleischmann's home in Upper Oxford Township was partially successful. They each heard the radio transmission, but couldn't make out all the words in the transmission.

Adjournment: MOTION: To adjourn by John Slauch, seconded by Chuck Freese. PASSED at 19:12.

Submitted by: Steve Roberts

Upcoming Events:

<u>Date</u>	<u>Time</u>	<u>What</u>	<u>Description of Event</u>	<u>Location</u>
Sept 24	18:00	OxREM	Regular Meeting	Oxford Police Station