



Oxford Regional Emergency Management
(OxREM)
Oxford Police Station
Thursday, August 25, 2016
Meeting Minutes
Approved



Introductions

Members in Attendance

- | | | |
|---------------------|--------------------|-----------|
| ○ John Reynolds | E. N'ham, W. N'ham | Chairman |
| ○ Steve Roberts | Elk | Secretary |
| ○ Milt Rudy | Elk | |
| ○ Chuck Freese | Upper Oxford | |
| ○ Blair Fleischmann | Upper Oxford | Treasurer |
| ○ Julie Brady | Lower Oxford | |

Others

- | | |
|-------------------|---|
| ○ Jim Connor | Lincoln University |
| ○ Rob Linnenbaugh | Chester County Dept of Emergency Services |

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

Review of Minutes: Motion to approve July, 2016 Minutes by Julie Brady, seconded by John Reynolds. Passed

Financial: The checking account balance on August 16, 2016 was \$6077.81.

POD Report:

Chuck Freese reported that a walk-through of Penn's Grove and an inventory of the POD supplies was conducted on August 17. There were some overages and shortages of materials, which were reported to the Health Department. Wilbur Wolf, of Aquila Strategies and Operations Group, has been contracted by the Health Department to review the POD plan with OxREM. There will be a POD exercise at the Avon Grove High School on October 18 to dispense a flu vaccine.

There was discussion about who the key leaders are for the Oxford POD, and whether they should be invited to the Avon Grove POD exercise. John Reynolds will send an email to all the Oxford POD members, inviting them to the AG POD exercise. He will also post it on the OxREM website.

The Oxford POD orientation and training session is scheduled for November 29.

Outreach:

- Drill Committee: A round table exercise has tentatively been scheduled for November 30. CCDES will provide the scenario.
- Associate Members: Jim Connor reported that the students are back on campus at Lincoln University. He is pursuing acquisition of County radios for the Lincoln security force.

Announcements:

- Chester County: Rob Linnenbaugh gave a 911 activity report. He reported that the installation of mobile units for the new radio system is complete, and that the CAD cut-over will complete this week. It is expected that ground breaking for the shooting range at the Public Service Training Center will



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- occur next week, with completion in 2017. Follow up programming for the new radios has started, and Rob is trying to coordinate different mapping for EMA radios.
- AGREM: Chuck Freese reported that Penn Township’s Health and Wellness Day is scheduled for September 24, and that OxREM has been invited to participate. Chuck will reserve a table for OxREM.

Open Discussion:

We will have a table at the September First Friday in Oxford. Milt Rudy asked if there is a “template” for Public Information Officers, for use in an emergency. Milt will contact Patty Mains, of CCDES, about that. Steve Roberts reported that Cheryl McConnell, of Neighborhood Services Center, said she wants to talk about storage of non-perishable food.

MOTION: By Chuck Freese, seconded by Steve Roberts to contact Neighborhood Services about planning for emergencies. Passed. John Reynolds pointed out that the Boro EMC should be involved in that discussion.

There was discussion that three of the municipalities in OxREM don’t have a Deputy EMC, and that the organization will be stronger, and more able to respond to emergencies, if all municipalities have an EMC and a Deputy EMC. This will be an item for further discussion.

MOTION: For OxREM to explore grants by Steve Roberts, seconded by Chuck Freese. Passed.

Chuck Freese noted that Karen Edmunds broke an ankle, and her activity will be restricted. The Secretary will send her a get well card.

Action Items were reviewed.

Adjournment: The meeting was adjourned at 7:55 pm.

Submitted by: Steve Roberts

Upcoming Events:

<u>Date</u>	<u>Time</u>	<u>What</u>	<u>Description of Event</u>	<u>Location</u>
Sept 22, 2016	OxREM	Regular Meeting	Oxford Police Station	
Oct 18, 2016	1:30 pm		POD Exercise	Avon Grove High School