



Oxford Regional Emergency Management
(OxREM)
Oxford Police Station
Thursday, May 25, 2017
Meeting Minutes
Draft Pending Approval



Introductions

Members in Attendance

- | | | |
|---------------------|------------------------------|---------------|
| O Steve Roberts | Elk | Chairman |
| O John Reynolds | E. Nottingham, W. Nottingham | Vice Chairman |
| O Milt Rudy | Elk | Secretary |
| O Julie Brady | Lower Oxford | |
| O Blair Fleischmann | Upper Oxford | Treasurer |

Others

- O Rob Linnenbaugh Chesco DES

Steve Roberts opened the meeting with the Pledge of Allegiance and a moment of silence.

Adoption of Agenda: Steve Roberts moved to adopt the Agenda – approved.

Review of Minutes: John Reynolds stated that the April minutes were not official since a quorum was not present until the presentation began after the meeting concluded and the approval of the March minutes was invalid and should be done during this meeting. John Reynolds moved to approve the March minutes – approved. Julie Brady moved to strike the “adoption” motion of the March minutes in the April minutes – approved. Milt Rudy offered to change the title of the April meeting minutes to “Meeting Notes”.

Treasurer’s Report: No change to the balance in the checking account: \$6278.61. Blair Fleischmann will send out dues notices dated 1 June. Steve Roberts will draft a cover letter describing OxREM activities and accomplishments. John Reynolds moved to receive the Treasurer’s report – agreed.

POD Report: Tom Shar will seek ways to reach out to the Oxford area community, especially the Hispanic community. Steve Roberts reported that Chuck Freese discussed with Roger Madron the possibility of using a school building for an Emergency Operations Center. We will have to consider any possible conflict when school is in session.

Outreach:

- O Communications: Milt Rudy will send to John Reynolds the approved meeting minutes for the year to date for inclusion on the website. John Reynolds will add Julie Brady as an administrator for the OxREM Facebook page.
- O EOP Committee: No new information to report.

Old Business: Steve Roberts reviewed progress on the OxREM 2017 goals. The Penn Township Safety Day event was cancelled due to weather. OxREM will have representation at the West Nottingham Fair in October. Steve Roberts will register OxREM for a booth at the Oxford Apple Festival. Contact information for OxREM members has been shared among members. Steve Roberts will email Ted Kavanagh about revisions to the After-Action Report from the table top exercise. Milt Rudy will re-send the POD newsletter to OxREM members.



Oxford Regional Emergency Management
(OxREM)
Oxford Police Station
Thursday, May 25, 2017
Meeting Minutes
Draft Pending Approval



New Business: John Reynolds moved to send \$100 to the Oxford Senior Center as appreciation for our use of their facility for April's OxREM meeting and Rob Linnenbaugh's presentation – approved. John Reynolds requested a copy of the Emergency Preparedness presentation, which Milt Rudy will send to him. John Reynolds reported that he reserved spots for Recreation Authority and Local Emergency Management Agency at the Volunteer Fair hosted by the Oxford Public Library on June 14, from 5:00 pm to 7:00 pm.

Announcements:

- O Chesco DES: CCDES. Rob Linnenbaugh reported 911 call statistics. He also reported that the County has contracted for the development for a Mass Care Plan, which is expected to be complete by the end of the year. The Public Service Training Facility construction is continuing, and the new parking lot is in service.
- O OctoREM: Rob Linnenbaugh reported that they conducted a POD Exercise on May 16, 2017, and that it went well, with good participation.
- O Other: Rob Linnenbaugh reported that the Octoraro Homeland Security and Protection Services Academy is getting more students, and will graduate the first class at the end of the next school year. This is a program for high school students interested in fire protection, emergency medical services, and police protection, and it allows them to study those areas, and get certification in those subjects while they are in high school. The classes are now conducted at the County Public Safety Training Center.

Open Discussion:

- O No items

Adjournment: The meeting was adjourned at 7:00 pm.

Submitted by: Milt Rudy, Secretary

Upcoming Events:

<u>Date</u>	<u>Time</u>	<u>What</u>	<u>Description of Event</u>	<u>Location</u>
22 June, 2017	6:00 pm	OxREM	Regular Meeting	Oxford Police Station