Oxford Regional Emergency Management (OxREM) Meeting Minutes
Hopewell School
Thursday, September 27, 2018
Approved

Introductions
Members in Attendance

o Steve Roberts	Elk	Chairman
o John Reynolds	E. & W. Nottingham	Vice Chairman
o Milt Rudy	Elk	Secretary
o Chuck Freese	Upper Oxford, AGREM Liaison, Emergency Operations Coordinator	
o Blair Fleischmann	Upper Oxford	Treasurer
o Bob Ketcham	Oxford Boro	Council Member
o Julie Brady	Lower Oxford	

Others

o Rob Linnenbaugh	Chester County	DES Liaison

The monthly radio check was performed at 5:00 pm by Chuck Freese (Upper Oxford). Steve Roberts (Elk Twp), Blair Fleischmann (Upper Oxford) and Milt Rudy (Elk Twp) responded; there were no responses from Lower Oxford, East and West Nottingham and Oxford Boro.

Steve Roberts opened the meeting at 5:30 pm with the Pledge of Allegiance and a moment of silence. The meeting began early to enable attendees to also attend the Opioid Awareness Program at Oxford High School.

Adoption of Agenda: Milt Rudy and Chuck Freese moved/seconded to adopt the agenda. Unanimous approval.

Review of Minutes: Chuck Freese and Steve Roberts moved/seconded to approve the August meeting Minutes. John Reynolds identified a typo to be corrected in the final version. Unanimous approval.

Treasurer's Report: Blair Fleischmann reported that the OxREM account is unchanged with a balance of $6,904.63. Chuck Freese/Bob Ketcham moved/seconded to receive the Treasurer's Report – Unanimous agreement.

POD Report: No updates

Outreach:
- o Communications: No Updates
- o EOP Committee: No updates
- o Associate Members: None present.

Old Business:
- o OxREM will have a booth at the Apple Festival on 29 September from 9:00 am to 4:00 pm. Steve Roberts and Milt Rudy will share booth duties; others are encouraged to participate.

Approved

- Milt Rudy reported that so far only one person has signed up for a tour of the Public Safety Training Center. He will send an additional reminder tonight to all original invitees.

New Business:

- Julie Brady/Chuck Freese moved/seconded to amend the Voting Procedures section of the OxREM Bylaws as follows:

"Only one (1) representative (EMC, or Deputy EMC, or elected municipal official) of those present from each municipality may vote on behalf of the municipality. When a municipality is represented by more than one person (EMC, or Deputy EMC, or elected municipal official) at a meeting, the vote on behalf of the municipality will be as agreed upon by the municipality represented. Municipality must be represented in person (be present) to vote. In the case of one (1) individual representing multiple municipalities, that individual may cast only one (1) vote per motion on behalf of only one (1) of the municipalities the individual represents. Each individual present and eligible to cast a vote, may count as only one (1) vote per motion."

During discussion prior to voting, it was specified that voting would be under then-current rules, i.e., an EMC could vote on behalf of whatever municipalities he or she represented, whether one or more. Votes were: Julie Brady, Lower Oxford Twp; Steve Roberts, Elk Twp; Bob Ketcham, Oxford Boro; Chuck Freese, Upper Oxford Twp; John Reynolds, East Nottingham Twp voted "Yes". The 5 required Yes votes having been cast, the measure passed, and the OxREM Bylaws are amended.

- Julie Brady suggested that each member review the entire Bylaws and offer suggestions on updates that may be needed. Milt Rudy will distribute them and organize responses.

Review of Action Items:

Review was deferred to next meeting in the interest of time.
#28 was added that Milt Rudy will distribute the Bylaws to all members, request suggestions for revisions and organize responses.

Announcements:

- Chesco DES: Rob Linnenbaugh reported that John Haynes is the new Acting Director of DES. Lee Zelewicz is the new EOC Operations Coordinator. During August, there were an average 737 calls per day; 1,122 fire incidents; 3,503 EMS incidents; 32,251 police incidents; and 62 water rescues with no deaths reported. The Public Safety Training Campus hosted 597 people at 67 events in the Academic Building, 162 at 19 events in the Tactical Village, and 218 at 21 events at the Firing Range. The Octorara High School Homeland Security program began with 39 students.
- AGREM: There was good outreach at the Penn Township event.
- OctoREM: There was no September meeting. The next meeting will be in October
- Other: None.

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Open Discussion: Due to conflicts with other events, John Reynolds/Chuck Freese moved/seconded to change the next meeting from 25 October to 1 November and combine the November/December meetings on 29 November. Unanimous approval.

Other Business: None

Adjournment: John Reynolds/Chuck Freese moved/seconded to adjourn the meeting at 6:20 pm.

Submitted by: Milt Rudy, OxREM Secretary

Upcoming Events:

Date	Time	Event	Description	Location
Sept 29, 2018	10am-4pm		Oxford Apple Festival	Oxford Mem'l Park
Nov. 1, 2018	6:00 pm		OxREM Regular Meeting	Hopewell School
Nov. 29, 2019	6:00 pm		OxREM Nov/Dec Regular Meeting	Hopewell School

Approved