Oxford Regional Emergency Management (OxREM) Meeting Minutes
Hopewell School
Thursday, July 26, 2018
Approved

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 Chuck Freese	Upper Oxford, AGREM Liaison, Emergency Operations Coordinator	
o Blair Fleischmann	Upper Oxford	Treasurer

Others

o Jim Connor	Lincoln University	Chief of L.U. Police
o Bob Ketcham	Oxford Boro	Council Member
o Rob Linnenbaugh	Chester County DES	

The monthly radio check was performed by Chuck Freese. Steve Roberts and Milt Rudy responded.

Steve Roberts opened the meeting at 6:00 pm with the Pledge of Allegiance and a moment of silence.

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

Review of Minutes: Milt Rudy and Blair Fleischmann moved/seconded to approve the July meeting Minutes. Candace Miller added that she did not attend the July meeting. July meeting minutes were approved as amended.

Treasurer's Report: Blair Fleischmann reported that the OxREM account is unchanged with a balance of $6,904.63. Milt Rudy and Julie Brady moved/seconded to receive the Treasurer's Report – agreed.

POD Report: No updates

Outreach:

- Communications: No Updates
- EOP Committee: No updates
- Associate Members: No updates

Old Business: Steve Roberts received the revision to the After-Action Report (AAR) for the Emergency Plan 31 May exercise. Ted Kavanaugh has included the comments provided by Steve Roberts. The revised report still does not include the Improvement Items. Steve sent the revised AAR to OxREM members on 25 July for review from the perspective of OxREM; comments are expected back by 9 August. We intend to do another drill/exercise with focus on communications and municipal official involvement.

New Business:
We will not be able to have a presence at the Apple Festival because all vendor spots are taken. We are on the wait-list in case of a cancellation.

Approved

Milt Rudy will draft a query to our townships for interest in a tour of the Modena Rd. training facility and tactical village. Steve Roberts will check on available dates, most likely in October.

Review of Action Items:
#24 status was updated to On Hold.
#25 was updated to add that Milt Rudy will draft a query to the OxREM municipal officials regarding interest in IS100 and IS700 training, which are strongly recommended for elected officials.
#26 was updated to add that Jim Connor will talk with Lincoln University's new interim Director of Public Safety (John Whitehead) regarding the process to request transportation resources in event of evacuations.

Announcements:

- Chesco DES:
  - Received 223,375 calls in June. There were 972 fire, 3629 EMS, and 30.550 police incidents. 508 people were hosted at 95 events in the Academic building, 800 at the Tactical Village, and 475 at the firing range.
  - A new pipeline simulator is installed to provide practice in responding to pipeline incidents.
  - DES is migrating from Incident Command System (ICS) to a Situational Condition Structure; a base plan will be drafted by mid-August.
  - We will focus on emergency preparedness in communicating with school districts. We will do a presentation each quarter in each area to a local group, with 2 per month during Preparedness Month.
  - DES Watch Officer contact: 610-344-5100 after hours and on weekends; 344-5500 at the EOC if activated; 344-4335 normal watch officer line during daytime.

- AGREM: No update.
- OctoREM: No update.
- Other: No update.

Open Discussion: Lincoln University plans to hold their Homecoming parade in Oxford on 13 October. The Oxford Halloween parade will be 25 October. The Oxford Area High School Homecoming parade will be 12 October. Jim Connor will check with Brian Hoover at the borough for permits and to set the route.

Adjournment: Milt Rudy and Bob Ketcham moved/seconded to adjourn. The meeting was adjourned at 7:15 pm.

Submitted by: Milt Rudy, Secretary

Approved

Oxford Regional Emergency Management
(OxREM) Meeting Minutes
Hopewell School
Thursday, July 26, 2018
Approved

Upcoming Events:

Date	Time	Event	Description	Location
August 23, 2018, 6:00 pm		OxREM Regular Meeting		Hopewell School
Sept 25, 26, 2018 all day		Emergency Management Conference		Malvern, PA

Approved