



## **Upper Uwchlan Township Emergency Management Planning Commission**

**Meeting Minutes  
September 30, 2010  
6:30 PM**

### **I Call to Order**

Jamie Goncharoff called the meeting of the Emergency Management Planning Commission (EMPC) to order at 6:33 PM. The following members were in attendance: Jamie Goncharoff, Keith Logan, Tom Baynard, Richard Ruth, John DeMarco, Bernie Carroll and Julie Hearn.

Also in attendance were Kathi McGrath, Cathy Tomlinson and Mac Kirkpatrick

### **II Approval of Previous Minutes**

Tom Baynard made a motion to approve the previous Minutes, seconded by Richard Ruth. Motion passed unanimously.

### **III Fire Services Committee Report**

Dick Guth discussed the Chester County Fire Chiefs Association activities in the creation of a new organization. Mr. Guth also indicated that the first week of October is Fire Prevention Week.

### **IV Emergency Medical Services (EMS) Committee Report**

Nothing to report.

### **V Training Officer Report**

- A. Tom Baynard reported that he prepared a Lions Alert Report for Jamie stating the status of the Lions Alert Team and Jamie told Tom to present this to the Board of Supervisors in October 2010.
- B. Tom and Jamie attended the PEMA Conference on September 11 and 12. Tom discussed the implications of understanding diverse nationality/cultures in an emergency. He attended a Home Land Security Workshop on the Active Shooter in the Work Place.
- C. Tom Baynard is to work on scheduling a CPR/Cert Training possibly to be held at the Reserve at Eagle Clubhouse for possibly February 2011 timeframe.

**VI Chairman/Coordinator Report**

- A. The ID Card Machine is in and ready to be used. The machine was obtained through grant money and Public Works and the Police may also use this machine. Kathi McGrath is to prepare ID cards for all EMPC members.
- B. New meeting schedule and inclusion of training was discussed. There will be eight (8) meetings per year and an additional 30 minutes will be added to four out of eight meetings (no meetings will be held for July, August, November or December). Keith Logan made a motion to approve the new schedule and Tom Baynard seconded the motion. Motion passed unanimously.
- C. Jamie met with Karen Wertz, Township Treasurer this month and submitted EMPC budget items to be approved by the Board of Supervisors.

**VII Old Business**

- A. Kathi McGrath is to prepare the document from PEMA to enroll our EMPC volunteers.
- B. Bernie Carroll and other members agreed to review the status of the emergency plans in our inventory.

**VIII New Business**

- A. Jamie discussed the need to establish an attendance requirement for meetings of the EMPC. The consensus was that no more than 3 meetings out of 8 consecutive meetings should be missed. If an EMPC member misses three meetings, the member may be asked to voluntarily resign their position. Keith Logan made a motion to approve this decision and Julie Hearn seconded the motion. Motion passed unanimously.

**IX Round Table**

- A. Cathy Tomlinson discussed the importance of RACES being available in the event of an emergency. She would like a Township resident that is a RACES member to be at the next meeting.
- B. Jamie designated Bernie Carroll as the Communications Officer.
- C. Cathy asked to review the Marsh Creek Dam Emergency Plan.

Meeting was adjourned at 7:55 PM.

**X Next Meeting**

**Next meeting will be held Thursday, October 28, 2010 at 6:30 pm**

Respectfully Submitted,

Kathi McGrath  
EMPC Secretary