

Vestry Minutes

Holy Trinity Episcopal Church, Oxford, Ohio

June 14, 2022



Present: John Harper, Sr. Warden; Rosalyn Benson, Jr. Warden; Jim Michael, Treasurer; Stacey Peterson, Clerk; Vestry members: Jennifer Blair, Glenn Julian, Kathy Mohylsky, Alex Nyquist, Karen Schilling, Margaret Smith, Stephanie Southard, and Bill Ubbes; Guest: Robert Reihs, Oxford Police Department

Absent: Deacon Dave Guilfoyle and Vestry member Jessica Sparks

Spiritual reflections led by Glenn

Agenda for 06-14-2022 meeting was unanimously accepted with some minor changes to the order – Karen moved and Stephanie seconded.

Minutes for the 05-10-2022 meeting were unanimously accepted – Karen moved and Stephanie seconded.

Review of Holy Trinity's Active Shooter Response Plan– Oxford Police Officer Bob Reihs and John Officer Reihs said Holy Trinity's Active Shooter Response Plan, from September 2018, was good, but some parts should be revised. He made the following introductory points:

- Someone from the church should attend the Ohio Crime Prevention Association's (OCPA) training, which covers a range of security issues.
- Officer Reihs will provide a copy of the OCPA handbook.
- Holy Trinity doesn't need a highly trained team but rather a group of people who know what to do and will take initiative to tell others where to go and what to do.
- The policy should provide very basic directions.

Officer Reihs provided a marked up version of the Holy Trinity Active Shooter Response Plan. Vestry members received this document prior to the meeting. Items highlighted in red need to be changed and those in yellow discussed. Officer Reihs made the following suggestions:

- Page 1 – Remove 2-way radios from the plan. People should use their phones.
- Page 2 – Discussion of what the Parish Incident Team does should be short and general, such as remain vigilant and direct people to exits. The incident will determine the specifics.
- Keep the number of people on the incident team and involved in incident planning small.
- Page 2 – Pick a specific reunification center where people would go after they evacuate. Officer Reihs suggested the Oxford Police station.
- Have documentation of all people who attend each service.
- Visitors should have a visitor badge; someone should greet them and provide the badge as part of an informal vetting process. It will also help police in an incident response situation.
- Have an email listserv for the entire congregation for contact after an incident.
- Replace the ALICE (Alert, Lockdown, Inform, Counter, Evacuate) terminology in highlighted items with Run-Hide-Fight (RHF) terminology. Use the wording from the RHF website. [We need to clarify with Officer Reihs what website that is.]

- Remove the terms "confined" and "populated" on page 2. Use the RHF terminology instead. Do the same with section marked in yellow on page 3.
- Page 4 – Hiding under a church pew is a bad idea; better to get people out of the vicinity of the shooter.
- Section 3 on page 4 should be revised based on the RHF approach. Terminology such as "take action" needs to be changed to "fight."
- The plan needs to say something about the process after the active shooting is over. It's often a long process where police search the church for devices and people. There may be non-Oxford law enforcement personnel involved who don't know our plan. Incident team members would need to tell people that they may have to stay in place a long time.

In answer to questions, Officer Reihls made the following points:

- The Active Shooter Plan should be part of a bigger emergency plan.
- It would make sense to have basic medical kits available that include tourniquets.
- The doors in the church will only serve to conceal; they won't stop bullets.
- The church does not have to allow guns on its property; church members can call police if someone refuses to leave a gun outside.
- The best way to make sure the local police are familiar with the church is to open it to police departments for training.
- A good way to present the plan is as a "preparedness plan."
- Running isn't necessarily meant literally. Having a plan means the congregation will be ready to move faster even if everyone can't run.
- Security cameras are a good idea, but they are expensive. If the church wants to get cameras, it should consult with the Oxford Police Department and other professionals.

May Financial Report – Jim

Jim stated that financially things are going as expected. Vestry unanimously accepted the May Financial Report – Stephanie moved and Rosalyn seconded

2021 Mission Share Incentive Plan – Jim

The letter from Rev. David Getreu, associate for financial management and oversight of the Diocese of Southern Ohio (provided to Vestry member prior to the meeting) is good news. It let the parish know it will receive a \$1,195 Mission Share rebate credit. Jim said we didn't have to apply for this.

Stewardship Meeting – Jim and Rosalyn

This item was tabled with the following comment: Vestry member should read the minutes from the May 21 meeting of the Stewardship Committee, which they received prior to this meeting, with particular focus on the proposals made to fund specific items.

Priest-in-Charge Report – John

- The Fishers have closed on a house in Oxford and are getting bids from moving companies.
- The Oxford Observer has asked to interview Julie; John has put them in touch.
- A parishioner from Rev. Fisher's Kent church sent a note welcoming her to Holy Trinity, Rosalyn said.
- Rev. Fisher's first service will be August 7. The choir may return for the that service.

- John will ask Rev. Fisher if she wants help from a transition committee and what type.

Old Business -- John

- Three of the four new Vestry member bios are in.
- The new office assistant Jody Merrill was in for her first day, but her continuing recovery from surgery may delay her return to work.
- Office coverage continues to be needed.
 - Dave is handling the bulletin.
 - The parish directory is completed.
 - Action on the Triad and a Vestry newsletter was tabled.

New Business

- A request has been made for a TV in the Community Room. Vestry members determined there is a donated one that can be used there.
- Jim noted Campus Ministry Community Grant applications are due soon. Vestry discussed whether more money is needed to support that work, besides the \$6,000 in the bank from previous years. Consensus was to see what Rev. Fisher wants to do once she arrives.
- The Dahoda family would like to provide funds to plant a tree in memory of Peter, John said. Vestry members, with one abstention, voted to accept the gift contingent on getting more information from the Gardens and Grounds Committee on where the tree would go and what kind would be best. Rosalyn moved and Kathy seconded.
- Steve Elliot and Mary Bausano are conducting the annual financial audit; it's due to Diocese September 1, according to Jim. Steve and Mary will provide a report to the Vestry.
- John informed Vestry that he met with the person who does parish photo directories. Vestry members discussed the pros and cons of doing that type of directory again.
- A new leak was discovered in the sanctuary with the June 13 storm; Building Committee members are looking into whether repairs are needed.
- The July Vestry meeting will be delayed until the week of July 18; Vestry members should let John and Rosalyn know what days they are available the week of July 18.
- A picnic is being planned for August 28 as the annual welcome back-rally day event, but this year it will also be an event to welcome the Fishers. Volunteers and planning are needed.

Comments for the Good of the Parish

Holy Trinity is having a streak of weddings and baptisms, John said, and kids are back in church.

Closing prayer led by Glenn

Respectfully submitted,

Stacey Peterson

Stacey Peterson, Clerk