

Prince Georges County Fire Commission Meeting  
Wednesday, August 15, 2001  
Baden Volunteer Fire Department

1935 – Meeting called to order by Chairman Robison.

Prayer and pledge by Chaplain Lithchfeild.

Commissioner Norris

- No report

Commissioner Russell

- No report

Vice Chairman Strine

- Thanked the men and women of the Baden Volunteer Fire Department for the fine meal and hospitality and for inviting the Fire Commission to have their meeting in their facility.

Welcome from Frank Hall, Baden Volunteer Fire Department.

Secretary Mutchler

- No report

Commissioner Granados

- No report

Commissioner Fuller

- Looks like the Quick Books Pro program for Station Management funds is working and hopefully it will be distributed to the stations soon.

Commissioner Wood

- Motion to approve equivalency for Rescue Squad Lieutenant to Jason Hancock, and equivalency for Deputy Chief to Howard Hancock, both from station 21, all training is in order. Second by Commissioner Granados.  
**Motion Approved.**
- Motion to approve equivalency for VRS to Kathleen Moorhan, station 29, all training is in order. Second by Commissioner Granados. **Motion Approved.**
- Motion to approve equivalency to Adam Crispin of station 1 for active Firefighter, all training is in order. Second by Commissioner Granados.  
**Motion Approved.**
- Motion to approve equivalency for active Firefighter to Nicholas Martin, Company 8 all training is in order. Second by Commissioner Granados.  
**Motion Approved.**

Chairman Robison

- Reminded everyone that according to the Station Management contract, all certifications for all members need to be turned into the Fire Commission by October 30<sup>th</sup>. Also, that all officers' certifications need to be submitted to the Commission within 72 hours of appointment, no matter when the appointment is.

Vice Chairman Strine questioned on whether copies of the certification cards that are already on file need to be submitted again.

Chairman Robison advises that according to the Station Management contract you do, but the Commission plans on discussing this with Chief Blackwell to see if we can work out something with him since they already have most of the information they need.

- Discussed the reorganization of the Fire Commission. List of duties for each Commissioner is attached. ([Attachment 1](#))
- We will be renegotiating the station management contract and one of the priorities will be the certifications.
- Reminded everyone that the Station Management audit will be Saturday, August 18, 2001 at the Fire Services Building starting at 0800 with Company 1.
- Introduced Wayne McBride and Jonathan Bigany of Public Safety Communications. They are here to discuss problems with the radio and pager systems.

Mr. McBride attempted to explain how Public Safety Communications operates and he and Mr. Bigany took many questions from the Commissioners and people in the room. Bottom line is everyone knows there are problems with radios and pagers. A proposal has been submitted, and is now in the hands of the Chief Administrative Officer Mr. Glover. The proposal, the South County Enhancement Project, would add four transmitters for fire channels 3 & 7. One in Oxon Hill at Alice and Virginia Avenue, one at the Fort Washington water tank, one at Dyson Road and one at the Chalk Point Power Generating Plant. Hopefully this will address most radio coverage problems on the south end of the County. The Fire Commission will send a letter to Chief Administrator, Mr. Glover, in support of the South County Enhancement Project. Mr. McBride requests that if anyone has a problem please send him a letter from your Volunteer Fire Chief, Deputy Chief or President and give him a chance to address the problem. Problems with pagers are also trying to be addressed. Mr. McBride can also be reached at (301) 499-8101. One thing everyone needs to remember is that Public Safety Communications is a support group of the Prince Georges County Fire & EMS Department and are governed by and must abide by General Order 36-3. Mr. McBride also invited all stations to bring their line officers to communications and he will give them a tour and try to show them exactly how communications works.

- The next Fire Commission Meeting will be at the Fire Services Building, Wednesday September 5, 2001 @ 1930.

Jim Trexler

- Met with procurement concerning stockless inventory for automotive supplies. It is not effecting the Fire Department at this time but it may be coming. Will keep the Commission posted if County goes to stockless inventory for automotive supplies.
- Discussed HVAC system at station 19. May run as much as \$100,000.00. He will be having an engineer look at the system.
- Started on the design phase of station 38 CIP project and have had a couple of meetings on it already.
- Continue to work on the design phase for the roof and pre cast panels for station 43.
- Handed out a breakdown on station maintenance proposed projects for FY 2002. ([Attachment 2](#))

President Underwood

- Requesting funds for an EMT class. Motion by Commissioner Fuller, second by Commissioner Woods to approve funding for EMT class only if needed. President Underwood will work with Commissioner Fuller and try to shuffle people around to fill 2 already scheduled classes. **Motion Approved (conditionally)**

Received questions and comments from audience.

Commissioner Woods

- Motion to replace 400 feet of 4-inch hose for station 9. Second by Commissioner Granados. **Motion Approved**
- Motion to replace Hurst pump and reel for a cost of approximately \$10,100.00. Second by Commissioner Granados. **Motion Approved**

Chaplain Litchfeild

- Reminder that the Memorial service will be Monday, September 10, 2001 at 1830 at Saint Mary of the Assumption Catholic Church. Please remember to be in appropriate dress.
- Closing prayer.

There being no further business to come before the Commission, the meeting was adjourned at 2155.

Respectfully submitted,

John A. Mutchler  
Secretary

Attachment 1

Prince Georges County Fire Commission Duty Assignments for 2001-2002

Chairman: Joseph R. Robison

Vice Chairman: Donald L. Strine

Secretary: John A. Mutchler

Certification of officers: John J. Wood, Sr.  
Certification of members (Personnel Information Form)  
Due October 30, 2001

Renew Station Management Program Contract : Joseph R. Robison  
Donald L. Strine  
Charles A. Norris

Insurance and Physicals: Donald L. Strine  
Robert M. Russell

Training: H. David Fuller, Jr.  

- MFRI classes contracted with Fire Commission
- Certification of MFRI bills
- Training Academy reorganization
- VRS coordinator
- Training information input by Ladies Auxiliary

Station Management Fund Audits:  

- Fund balances John A. Mutchler
- Review of software, Quick Books Pro 2000 H. David Fuller, Jr.

Website for Fire Commission: John A. Mutchler  
H. David Fuller, Jr.

LOSAP:  

- Automatic procedures with internet access Michael Granados
- Database design review and approval H. David Fuller, Jr.
- Database design training sessions
- System Coordinator/Administrator
- New yellow book training

District 1: Companies 10, 11, 14, 31/41, 34, 35, 49 Joseph R. Robison  
District 2: Companies 1, 2, 3, 4, 7 John A. Mutchler  
District 3: Companies 9, 13, 18, 19/39/43, 28/48, 30 H. Edward Woods, Sr.  
District 4: Companies 5, 6, 8, 17, 33/46, 38 Robert M. Russell  
District 5: Companies 20/45, 21/42, 24, 36, 37, 40, 56 Donald L. Strine  
District 6: Companies 23, 25, 26, 27, 29, 32/47 Charles A. Norris

**Station Maintenance – FY 2002**

## Proposed Projects

Station #	Project	Cost
8	Replacement of overhead doors (3)	\$18,500
13	Replacement/Heavy up of O.H. doors	\$24,000
14	Replacement of interior bay floor (2 bays)	\$16,318
17	Partial roof replacement	\$30,000
20	Replacement of concrete ramp	\$108,152
21	Replacement of overhead doors	\$20,566
27	Replacement of interior bay floor	\$34,079
28	Partial replacement of roof	(\$55,000)
33	Partial roof replacement (small rubber roof)	\$30,000
39	Replacement of overhead doors	\$30,940
41	Replacement of roof	\$89,000
42	Replacement of overhead doors	\$25,400
43	Replacement of roof and pre-cast panels	(\$110,000 +)
47	Replacement of overhead doors	\$35,000
	Total	\$535,466

\*Items in brackets are utilizing CIP funds.