



**Prince Georges County Fire Commission Meeting
Wednesday, December 17, 2003
Branchville VFD, station 11**

1930 – Meeting called to order by Chairman Strine.

Prayer and pledge by Chaplain Litchfield.

Chairman Strine:

- The 2005 Budget has been submitted to the County Executive. Discussed some of the items that were requested.
- Each Commissioner was given a schedule for the next Station Management Funds audit to be held on Saturday, February 21, 2004.
- Each Commissioner was given a list of apparatus that is overdue for their PM's. If a Commissioner has a unit from a station in their district on the list, please notify that station to get that unit to Central Maintenance to have the PM taken care of.
- Passed out a draft by Commissioner Norris of proposed changes to the Station Management contract. Please take it home, look it over and we will make arrangements to meet on it before the next meeting.
- After the meeting we will do the August audit for Bladensburg VFD.

Vice Chairman Fuller:

- Discussed the Command & Staff course that will be held in 2004 in Memphis Tenn.
Motion by Vice Chairman Fuller second by Commission Granados to authorize 5 slots at a cost of \$1,650.00 per person. Travel and lodging will be the responsibility of the attendee. Motion approved.
- Received a request by Chief Hendley on behalf of the 3rd and 7th Battalions for an Aircraft Rescue and Firefighter class. The class will be held at MFRI in College Park and will allow up to 25 students for a cost of \$12,800.
Motion by Vice Chairman Fuller second by Commissioner Granados to approve \$12,800 be used from the MFRI contract for the class if the class cannot be obtained through other training sources at no cost. Motion approved.

Secretary Mutchler:

- **Motion by Secretary Mutchler second by Commissioner Granados to approve the minutes of the December 3rd meeting as submitted. Motion approved.**
- Discussed the question as to whether station 1 was going to be able to get their station management check that was returned to Prince Georges County reissued. Since the funds for that check came from a previous budget, the check cannot be reissued.
- Discussed the proposed changes to the Issuance of Personal Protective Equipment/Agreement.

Motion by Vice Chairman Fuller second by Commissioner Woods to accept the proposed changes. Motion approved.

Commissioner Underwood:

- Not report.

Commissioner Woods:

- Received a request from the Riverdale Heights VFD, station 13, to spend \$6,793.00 for insurance.

Motion by Commissioner Woods second by Vice Chairman Fuller to approve the request. Motion approved.

- Received a request from West Lanham Hills VFD, station 28, to replace 2 ground ladders. Will be handled by District Commissioner.
- Received a request from the Landover Hills VFD, station 30, to place their new pumper on county maintenance to replace their previous Mack pumper.

Motion by Commissioner Woods second by Commissioner Wood to approve the request. Motion approved.

- Received a speed letter from station 43 to replace the gasoline power unit for their Hurst Tool, which was stolen from the engine while parked at the Bowie Mall during building inspections. All documentation, including police report have been submitted.

Motion by Commissioner Woods second by Vice Chairman Fuller to replace the unit. Motion approved.

Commissioner Bolden:

- No report.

Chairman Strine as District 5:

- Received a request from the Baden VFD, station 36, to place their new pumper on county maintenance. Their current county owned pumper will be returned to Prince Georges County.

Motion by Vice Chairman Fuller second by Commissioner Woods to approve the request to add the unit to county maintenance and also insurance if needed. Motion approved.

Commissioner Norris:

- No report.

Commissioner Granados:

- **Motion by Commissioner Granados second by Vice Chairman Fuller to approve LOSAP award for Raymond Watson from station 36. Motion approved.**
- Paperwork has been completed for LOSAP awardees that have obtained their 50 points and are due an increase in their award.

Chairman Strine:

- Received word that Audit and Investigations are going to do another spot audit. There will be a meeting with them next Tuesday at 10:30 to go over the guidelines of the audit and which companies will be audited.

Commissioner Wood:

- **Motion by Commissioner Wood second by Vice Chairman Fuller to approve equivalent training for FF1 for Sane Francisco, station 27 and James Snyder, station 32. Motion approved.**

Col. Wells:

- Presented the 508 checks.
- Introduced Brad Ashford from FOM. Mr. Ashford was asked to sit in on the meeting, and will be requested to sit in on meetings from time to time to get an idea of what our issues are dealing with Facilities Maintenance issues.
- Discussed change with communications. Public Safety Communications is taking over the maintenance and care of all radio systems countywide.

Jim Trexler:

- Updated everyone on the progress on the business cards.
 - Had the Chairman sign a requisition to replace the overhead doors at station 24 for a cost of about \$14,000.00.
 - The Chapel Oaks project is nearing completion except a couple of change orders.
 - Discussed the Baden project.
 - Discussed EMS supplies.
 - Discussed the phase 2 study at station 40 being held up by the weather.
 - Discussed the cost estimates requested by the Commission for maintaining HVAC systems at stations 10, 18 and Bunker Hill.
- Motion by Commissioner Granados second by Vice Chairman Fuller that we contract the maintenance for HVAC systems recommended by FOM. Motion approved.**

President Tucker:

- There will be an in kind budget meeting at the FSB on Tuesday night at 1900.
- 508 checks can be picked up after tonight's meeting.
- Tomorrow, Thursday, December 18th there will be an awards ceremony at the FSB. There will be approximately 2 dozen volunteers receiving awards at the ceremony. Everyone is encouraged to attend.
- There will be a Chief's council meeting, also tomorrow night at the FSB. There will be some major topics to discuss.
- The VRS class for January will be held at the FSB unless a station on the north side wishes to offer their facilities for it.
- First group meeting with the new Public Safety Director should be taking place in the near future.

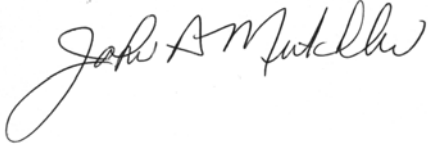
Report from Chaplain Litchfield.

Fire Commission will have a budget meeting at station 20 on Tuesday, January 06, 2004 at 1900.

Questions and comments from around the room.

They're being no further business to come before the Commission the meeting was adjourned at 20:45.

Respectfully,

A handwritten signature in cursive script that reads "John A. Mutchler". The signature is written in black ink and is positioned above the typed name.

John A. Mutchler
Secretary