



**Prince Georges County Fire Commission Meeting
Wednesday, June 2, 2004
Cranford/Graves Fire Services Building**

1930: Meeting called to order by Chairman Strine.

Prayer and pledge by Chaplain Litchfield.

Chairman Strine:

- Congratulated Chaplain Litchfield on his ordination.
- Confirmed that all Commissioners have turned in their Financial Disclosure Statements.
- Reminded all Commissioners attending the Maryland State Firemen's Association annual convention and conference in Ocean City that expenses incurred must be turned in upon return in order to have them charged to the FY 04 budget.
- The monthly budget-meeting handout has been placed in each Commissioners box. The print out shows a projected deficit of approximately \$837,026.00. We have submitted a supplemental budget request of \$920,000.00, which we have not heard back on yet.
- The individual company apparatus maintenance expense reports will be distributed at the next Association meeting.
- We are still waiting to receive the proposed Station Management contract back from the Fire Chief's office. As soon as it arrives the Commission will meet to go over any changes we feel need to be addressed.
- The next meeting of the Fire Commission will be held on Wednesday, June 23, 2004 at the new Underwater Rescue & Recovery facility at the Tantalion Yacht Club. Directions to Tantalion Yacht Club are, take Rt. 210 to Ft. Washington Road, turn right onto Swan Creek Road and then turn left into the Yacht Club parking lot.
- Forms for stations to submit authorizing their designated members to nominate and vote in the upcoming election of Fire Commissioners will be in the next Association meeting packet. Nominations for Fire Commissioners will be held on Wednesday, July 7th and the election will be held on Wednesday, July 21st.
- Positive progress is being made on the insurance issue, as soon as the next meeting is scheduled each Commissioner will be notified.

Secretary Mutchler:

- Due to an apparent malfunction of the tape recorder there are no minutes from the May 19th meeting.
- Discussed making a policy regarding who presents station management audit information at the semi-annual audits.

Motion by Secretary Mutchler second by Commissioner Norris to adopt a policy that stations must have a member of their station present their

station management audit material. The person presenting the audit information must have substantial knowledge of the stations finances so they may be able to answer any questions that may arise during the audit.

After discussion on the motion, the motion will be tabled until the next meeting where the Secretary will have a draft policy.

Commissioner Underwood:

- Received a request for the Chillum Adelphi VFD, station 34 to spend \$3,316.00 of station management funds for insurance premiums. **Motion by Commissioner Underwood second by Commissioner Wood to approve the request. Motion approved.**
- Will be meeting with Lt. Col. Odum next Monday concerning the Qualifications Review Board.
- Received another request from station 41 to clean their air ducts. Station 41 was one of several stations that have requested to have this done. Jim Trexler does not recall getting anything back from the people that went out to check to see if the ducts in the stations that requested the cleaning needed it. This will be followed up on.

Commissioner Woods:

- No report.

Commissioner Bolden:

- Received a request from the Capitol Heights VFD, station 5 to spend \$8,000.00 of station management money for hotel accommodations at the MSFA convention in Ocean City. **Motion by Commissioner Bolden second by Commissioner Woods to approve the request. Motion approved.**

Commissioner Norris:

- Request from District Heights VFD, station 26 to spend up to \$3,000.00 for hotel accommodations at the MSFA convention in Ocean City. **Motion by Commissioner Norris second by Commissioner Bolden to approve the request. Motion approved.**
- Request from District Heights VFD, station 26 to spend, not to exceed \$3,000.00 for tools for the apparatus. **Motion by Commissioner Norris second by Commissioner Bolden to approve the request. Motion approved.**
- Question to Jim Trexler as to what the cutoff date for supplies? Mr. Trexler advises that Logistics needs to receive them no later than June 18th. After this date they will be applied to next years budget.

Commissioner Granados:

- Working on a disability LOSAP claim for a member of station 41.
- **Motion by Commissioner Granados second by Secretary Mutchler to approve LOSAP awards for the following individuals:
Robert Pergola – Greenbelt VFD, station 35 – 29 years 2 months**

Joseph Perrie – Baden VFD, station 36 – 30 years 8 months

Motion approved.

- Discussed the failure of LOSAP coordinators to send in the proper forms for people applying for LOSAP awards. Emphasized the need to follow the LOSAP Yellow book, which has samples of all forms needed to be turned in when requesting LOSAP awards.

Commissioner Wood:

- Received an equivalency request from Laurel Rescue Squad, station 49 for Frederick Casey but the request is missing some forms.

Report from Chaplain, Rev. Warren Litchfield.

President Tucker:

- Discussed the Recruitment & Retention money for the Association.
- Spoke with the Public Safety Director about the money that was promised for the Thermal Imaging Cameras. He advised that the money is either in or will be in shortly.
- The Public Safety Director also has had a conversation with the person in charge with the budget office concerning the LOSAP and insurance issues. These issues were put to the side during the budget process, but now that the budget process is over these issues will be brought back to the table to see if we can get something settled with them.
- Discussed the updated Association web page.
- If anyone has any Minitor Pagers that need repair, they need to get them repaired before June 30th, otherwise they will be taken off maintenance.
- There will be a Legal committee meeting tomorrow evening, Thursday, June 3rd at station 37 at 1900.
- Discussed a person that came to the Chiefs Council meeting offering 3 dimensional pre-plans.

Jim Trexler:

- Turned in a list of gear issued to volunteers for the month of May.
- Also turned in a copy of the survey done on O2 bottles in the field. The Fire Commission needs to review the survey and make it's recommendations for what to do about the bottles.

Capt. Lea:

- Update on Bunker Hill... Progress.

Kenny Oladeinde:

- Update on Baden... Progress.

Chairman Strine:

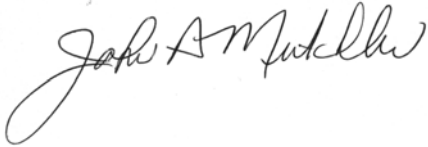
- Received a request from the Ritchie VFD, station 37 to spend \$2,159.00 of station management money for building and apparatus insurance. **Motion by**

Chairman Strine second by Commissioner Norris to approve the request. Motion approved.

Questions and comments from around the room.

They're being no further business to come before the Commission the meeting was adjourned at 20:35.

Respectfully,

A handwritten signature in cursive script, reading "John A. Mutchler". The signature is written in black ink and is positioned above the printed name and title.

John A. Mutchler
Secretary