



**Prince Georges County Fire Commission Meeting
Wednesday, August 4, 2004
Cranford/Graves Fire Services Building**

1930: Meeting called to order by Chairman Strine.

Chairman Strine opened the nominations for Fire Commission Chairman.

Commissioner Norris nominated Donald Strine second by Commissioner Granados.

Motion by Commissioner Woods second by Commissioner Granados that nominations for Chairman be closed and a unanimous ballot cast for Donald Strine. Motion approved.

Chairman Strine opened the nominations for Fire Commission Vice Chairman.

Commissioner Norris nominated Johnathan Bolden for Fire Commission Vice Chairman second by Commissioner Mangum.

Motion made by Commissioner Woods second by Commissioner Bolden that the nominations be closed and a unanimous ballot cast for Johnathan Bolden. Motion approved.

Chairman Strine opened the nominations for Fire Commission Secretary. Commissioner Woods nominated John Mutchler second by Commissioner Norris.

Motion made by Commissioner Woods second by Commissioner Granados that the nominations be closed and a unanimous ballot be cast for John Mutchler. Motion approved.

Prayer and pledge by Chaplain Litchfield.

Chairman Strine:

- Station Management contracts should have been delivered to all stations and we would like them back by the next Fire Commission meeting scheduled for Wednesday, August 18, 2004. There is a concern with an item in the contract requesting that Prince Georges County be named as an additional insured on the volunteer companies General Liability insurance. A meeting is scheduled for this Friday at 12:00 PM with Lt. Col. Wells, Steve Middleton of Risk Management and Ken Wyvill of VFIS to discuss this issue. We have two stations that are insured by someone other than VFIS. If the stations would like to have a representative from their insurance carrier they are welcome. Commissioner Granados pointed out for the record that this was an addition to the contract that was not known by or approved by the Fire Commission. Chairman Strine pointed out that it was in the contract but we were under the

assumption that it was only for vehicle insurance, not general liability. Hopefully we will have this issue worked out after the Friday meeting.

- Discussed a meeting with Lt. Col. Wells and his financial staff last Monday. The big issue was funding. We need to come up with ways to save money and one suggestion was to try and come up with some type of policy to try and curve the amount of money that is spent on running gear. If things continue to go as they have in the past, we are projecting to be \$150,000.00 over budget in running gear. Another budget item that impacts the budget is medical oxygen. This item is projecting to be \$250,000.00 over budget. Discussed different ideas on how to get these budgets in control. One way to get the running gear budget under control is to have stations return to Logistics, any spare running gear they have sitting around the station not being used. A policy concerning Medical Oxygen was recently approved by the Fire Commission governing the amount of O2 in stations and on apparatus. Help will be needed by the stations in order to get these budgets under control.
- Received a fax from Apparatus Maintenance that they have purchased \$61,337.00 worth of Scott Air pack parts.

Vice Chairman Bolden:

- Received a request from the Kentland VFD, station 46 to remove and replace the carpet in the bunkroom for \$3,000.00. **Motion by Vice Chairman Bolden second by Secretary Mutchler, on the condition that the members of station 46 remove the old carpet.** Jim Trexler had concerns about this because to his recollection the carpet was replace about a year ago with carpet that was donated by Lowes. **Call for a vote on the motion to have the carpet removed and replaced. Motion was approved.**

Secretary Mutchler:

- **Motion by Secretary Mutchler second by Commissioner Woods to accept the minutes of the July 21, 2004 minutes as submitted. Motion approved.**
- Reports that all stations are now moved in and are operating out of the Bunker Hill Fire Station.
- Requested approval from the entire Fire Commission to submit the Fire Commission's report for the County Convention book.

Commissioner Underwood:

- Received a request from the Laurel VFD, station 10 to have Health Department personnel to come to their building to check for mold and mildew.
- Pointed out that station 11 ran out of air and when they called the vendor they had a delivery within 2 hours.
- Thanked Frank Hall for promptly attending to building maintenance requests for several stations. Reported that the roof leak at station 35 is actually not a roof leak. Ductwork seams on ductwork on the roof is what is leaking.

Commissioner Woods:

- Reported on a request from station 19 about replacing carpet in station 19.
Motion by Commissioner Woods second by Commissioner Granados to replace the carpet. Motion approved.
- Station 19 is requesting an update on the progress of the replacement of doors. Jim Trexler advises that they are waiting on the purchase order.

Commissioner Norris:

- No report.

Commissioner Granados:

- Received LOSAP reports from stations 11,27, 36 and 40.
- Reported that in processing the Richard Grimm's package it was determined that since he had over 25 years his wife qualifies for the ½ spouse benefit and the \$3,000.00 death benefit.
- Verified LOSAP requests from the last meeting for Joe Perry and Robert Pergola.
- **Motion by Commissioner Granados second by Commissioner Woods for LOSAP awards to the following individuals:
Berlon Cooper, Bladensburg VFD station 9 for 26 years.
Brendon Berk, West Lanham Hills VFD station 28/48 for 39 years.
Motion approved.**
- Turned down another request from Bladensburg and will get with them with the reason why.

Commissioner Mangum:

- No report.

Commissioner Demeritt:

- No report.

Report from Chaplain Litchfield.

President Tucker:

- Requested that anyone wishing to bring apparatus to Pat's funeral should contact Chief 25 or Chief 20.
- The contract for the recruiter is completed. Terry Lloyd the contract and will be taking it to ARC. As soon as we get the approval from ARC we can get to work on hiring someone. The position will pay between \$30,000.00 and \$35,000.00 and the Association Board of Directors will be interviewing and hiring the applicant.
- The office of Risk Management has requested a copy of the By-laws from each corporation to work on the insurance issue. The By-laws are needed to better understand each corporation's by-laws to understand the coverage's that are going to be necessary.
- If anyone is going to be going to the Hecht Company on Friday please let Donna know.

Major Joy of PGFD presented and went over a memo proposing the relocation and reallocation of apparatus. The presentation was followed by questions and comments.

Jim Trexler:

- Standard Office Supply is the new office supply vendor. We should have new office supply catalogs by the next Fire Commission meeting. Stations should continue to use the current stock numbers until further notified.
- Gave the Chairman a list of gear issued in the month of July.
- Discussed the work on hold for station 49. There are funds for the replacement of station 49 in the current fiscal year but for design only, no land acquisition. Construction money does not come up until the year 2007. The Fire Commission needs to decide if they would like to move ahead with the replacement of the old boiler and replacement of the electrical wiring for a cost of approximately \$130,000.00. FOM will not consider taking over maintenance on the building until these items are taken care of. Questions arose from Commissioner Norris as to whether there was an addition being added to the building. According to a member of station 49 in attendance, the only remodeling project is a renovation to the kitchen area, there is no addition being added to the building.

Motion by Commissioner Underwood second by Commissioner Mangum, that the needed repairs to the boiler and electrical system be done using CIP funds if possible. Motion approved by majority vote with Commissioner Norris and Secretary Mutchler opposing the motion.

Questions and comments were entertained from around the room.

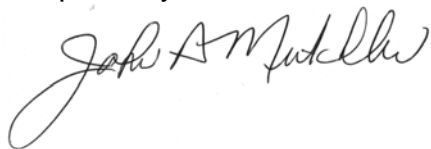
Bill Tavel from the Brentwood VFD, station 4 presented for the Cottage City VFC, station 2, copies of loan papers and receipts for tools and other items that were purchased with corporation funds and were on Squad 2 when it was removed from station 2. Station 2 is requesting the tools and other items be returned by COB Friday, August 6, 2004.

Bill Tavel also had issues with the utilities being cut off or turned over to either station 4 or the Town of Brentwood at the end of August and would like to have an additional 30-day's before it happens.

As it stands now, all utilities for stations 2 and 4 will be terminated by Prince Georges County as of August 31, 2004.

They're being no further business to come before the Commission the meeting was adjourned at 21:25.

Respectfully,



John A. Mutchler

Secretary