



**Prince Georges County Fire Commission Meeting
Wednesday, August 18, 2004
Marlboro VFD, station 20**

1930: Prayer and pledge by Chaplain Litchfield.

Chairman Strine:

- A budget update cannot be given because we have not received the final budget numbers from FY 04 and for the first month (July) of FY 05.
- With the election of new Commissioners, changes were made to assignments of Commissioners.
 - Randy Mangum will be handling training equivalencies.
 - Randy Mangum will also be the Fire Commission representative on the Accident Review Board.
 - Janet Demeritt will be assigned as the Fire Commission representative at the Training Academy.
 - Harve Woods will continue to be the Fire Commission liaison with Apparatus Maintenance.
- Station Management contracts were due to be turned in tonight. Stations that have not turned them in yet will be contacted.
- Station Management audit will be held this Saturday, August 28, 2004. We will start at 8:00 AM with station 1.
- On behalf of the Association, a letter was sent to Acting Chief Odum requesting the check for the Administrative Assistant, in the amount of \$40,000.00 be sent to the Association.
- Discussed what measures can be taken to get the Apparatus Maintenance budget under control. Request all Commissioners to think about this issue and try to come up with some ideas.
- We will be sending out a questionnaire concerning how many members are in each station. This will give us an idea of how many sets of EMS gear we will need.

Vice Chairman Bolden:

- Met with Steve Middleton of Risk Management, along with Chairman Strine, Lt. Col. Wells and Ken Wyvill of VFIS concerning the insurance questionnaire in the Station Management contract.

Secretary Mutchler:

- **Motion by Secretary Mutchler second by Commissioner Woods to approve the minutes of the August 4th meeting as submitted. Motion approved.**
- Advised everyone that the bill for the Fire Commission web page is coming due. Discussion on how we can pay for this.

Commissioner Mangum for Commissioner Underwood:

- Received a request from the Laurel VFD, station 10 to spend station management funds for the following items:
 - \$2,531.50 for awards for Life Membership banquet.
 - \$2,784.64 for member's luncheon at the MSFA convention.
 - \$7,000.00 for annual banquet.
 - \$2,500.00 to replace cushions in the day room and TV room.
- Motion by Commissioner Mangum second by Commissioner Granados to approve the request. Motion approved.**

Commissioner Woods:

- No report.

Commissioner Norris:

- No report.

Commissioner Mangum:

- **Motion by Commissioner Mangum second by Commissioner Woods to approve equivalency for Gary Plotts, Michael Zingaro and Brayen Krepley, all from station 33. Motion approved.**

Commissioner Granados:

- Reminded everyone that LOSAP is now due.

Commissioner Demeritt:

- Will attempt to start getting the monthly expenditure reports from Logistics sorted and placed in the monthly packets.

Lt. Col. Wells:

- Getting ready to start the process for EMS gear.
- Overdue injury and accident reports need to get turned in.
- Discussed a meeting that was held last week with Apparatus Maintenance vendors.
- Discussed several issues with Apparatus Maintenance.
 - The addition of two additional mechanics to the shop.
 - Inventory control.
 - The need to have people picking up apparatus from vendors that know the proper procedures to follow.
 - The need to properly fill out shop tickets and relay precisely what the problem is.

Jim Trexler:

- Handed out new Office Supply order form for Commissioners to look over and we can discuss it at the next meeting.
- Discussed a temporary stock pill of EMS supplies at Logistics. If you run out of an item there is no need to borrow from another station.

- Discussed a complaint from Facilities Maintenance concerning personnel in stations turning AC down too far.
- We are currently seeking proposals for station 35's ramp.
- Station 19's doors are to be installed on September 25th and station 24's doors have already been installed.
- We have all of the permits for Baden and are working on getting the bid out on the street.

Report from Chaplain Litchfield.

President Tucker:

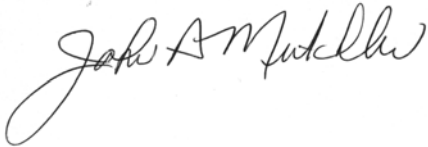
- Still need By-laws from a lot of stations.
- Hecht Company has been canceled this Friday.

Questions and comments were entertained from around the room.

Lengthy discussion concerning building project at station 49.

They're being no further business to come before the Fire Commission the meeting was adjourned at 21:50.

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