



Prince Georges County Fire Commission Meeting Wednesday, August 3, 2005 Cranford/Graves Fire Services Building

1930: Meeting called to order by Chairman Strine.

Prayer and pledge by Chief Chaplain Litchfield.

Chairman Strine:

- ⇒ The Station Management audits will be held on Saturday, August 13, 2005. A list is available that has stations that have outstanding accident or injury reports that need to be taken care of before the Station Management check is issued.
- ⇒ Stations also need to turn in a certificate of insurance. Anyone insured by Ken Wyvill of Southern Maryland Insurance does not need to do anything, Ken is sending certificates for everyone insured by him. Everyone else not covered by Southern Maryland needs to bring the certificate with them to the audit.
- ⇒ Met with finance and we finally received copies of the station management contract with all signatures.
- ⇒ We received the numbers for the 2006 budget that shows an increase to the volunteer budget of, \$2,146,600.00 for FY 06. If anyone sees their County Council person or the County Executive, please thank them for the increase in the budget.
- ⇒ The operating budgets for each station will be raised from the \$7,400.00 in FY 05, to \$12,338.00 in FY 06.
- ⇒ The Fire Chiefs office is looking into whether the discretionary spending memorandum issued by County Executive Wayne Curry is still in effect. We are going to try to get it rescinded if it is so that stations can spend their operating budgets without having to do the one for one purchases.
- ⇒ We have established a discretionary fund of \$250,000.00, this fund will be used make special purchases for stations that can show a need for special funding. All request for special funding will be handled on a case by case basis.
- ⇒ With the increase we received for gear, we are going to raise the limit per station from \$9,000.00 in FY 05 to \$13,414.00 in FY 06.
- ⇒ With the increase in the apparatus maintenance budget, the limit for each piece of apparatus will be raised, but we will not be able to figure out how much until the Manager of Apparatus Maintenance returns from vacation.
- ⇒ The new vendor for physicals is on Central Avenue. They will send you to a building behind Doctors Hospital to get your stress test. We are still trying to get it all done in one place.
- ⇒ Received a letter from the Association to sponsor a Highway Safety class. Before we can act on the request we will need to know how much it is going to cost and a class outline.
- ⇒ Companies need to use discretion when ordering items from Logistics. There is no need to order large quantities of any item. Any request received with large quantities requested will delay the processing of the request.
- ⇒ We are working on a policy for Ambulances owned by companies. As soon as it is completed it will be presented, if anyone has any comments or ideas they would like us to consider, please see your district Commissioner.
- ⇒ The following is a list of Fire Commissioner collateral duties:

- Vice Chairman Fuller will be the liaison to the Fire Training Academy.
- Commissioner Woods will be the representative from the Fire Commission on the Accident Review Board.
- Commissioner Underwood will be the Chairman of the Qualifications Review Board.
- Commissioner Granados will continue as the LOSAP Committee Chairman.

Commissioner Demeritt:

- ⇒ Discussed progress on the Medical O2 audit.
- ⇒ Received request from the Berwyn Heights VFD, station 14, to grant equivalency as EMS members for Heather Thanner, and Robert Lopaz, they have obtained their Maryland EMT certification. And for FF1, Bo Ritson. From the Bladensburg VFD, station 9, William Madden and Raymond Edwards for FF1. **Motion by Commissioner Granados second by Commissioner Bolden to grant the requests. Motion approved.**

Commissioner Underwood:

- ⇒ No report.

Commissioner Bolden:

- ⇒ No report.

Commissioner Granados:

- ⇒ LOSAP are due by September 1st, have already received 4 reports.

Secretary Mutchler:

- ⇒ **Motion by Secretary Mutchler second by Commissioner Woods to approve the minutes of the July 20, 2005 minutes as submitted. Motion approved.**
- ⇒ The following changes needed to be made to Fire Commission Policy 04-03, Issue of Medical O2: Stations 2, 3, and 4 were combined into station 55 and station 57 was added. **Motion by Secretary Mutchler second by Commissioner Granados to approve the updated Fire Commission Policy 04-03, Issue of Medical O2. Motion approved.**
- ⇒ Presented and read draft of Fire Commission Policy 05-01, LOSAP Report Deadline (copy attached). **Motion by Secretary Mutchler second by Commissioner Woods to adopt Fire Commission Policy 05-01, LOSAP Report Deadline. Motion approved.**
- ⇒ A PowerPoint presentation has been placed on the Fire Commission web site that gives instructions on how to fill out and submit stores requests. The presentation was put together by Jim Trexler. Please have the people responsible for doing stores request to check it out.
- ⇒ Received a request from the College Park VFD, station 12, to place a new Ambulance on county maintenance and fuel. They also request that their current 1994 ambulance remain on county maintenance and fuel. **Motion by Secretary Mutchler second by Commissioner Bolden to approve the request for the new ambulance pending the OK by Apparatus Maintenance that it meets current county standards. And to table the request for the 1994 ambulance until a**

maintenance report can be obtained from Apparatus Maintenance. Motion approved.

Commissioner Woods:

- ⇒ Received a request from the Bladensburg VFD, station 9 that the Fire Commission fund \$2,200.00 to install an alerting system in their new addition. The addition was funded through the CIP program but the alerting system was cut out of the project. **Motion by Commissioner Woods second by Commissioner Granados to approve the request. Motion approved.**
- ⇒ Discussed a problem from Riverdale Heights VFD, station 13 with a former member that has left the state but is still showing an outstanding injury report from 2003.

Report from Chaplain Litchfield.

Chairman Emeritus discussed a meeting he attended in Annapolis concerning the low interest loan program.

Report from First Vice President Dickey.

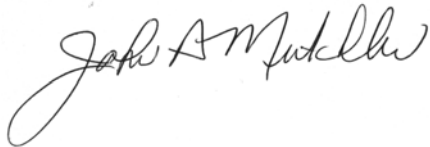
Jim Trexler:

- ⇒ Submitted gear report for the month of July.
- ⇒ Submitted a list to each Commissioner of stations that have a problem with their Delegation of Authority forms.
- ⇒ Gave a run down on ongoing construction projects.
- ⇒ There was a bid opening today on helmets and gloves.
- ⇒ Thermal imaging training is scheduled for the 24th and 25th of August here at FSB.
- ⇒ Request that each Commissioner inform their stations that if they have anyone that wishes to get the EMS only gear, to contact Logistics.

Questions and comments entertained from around the room.

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

Respectfully,



John A. Mutchler
Secretary

PRINCE GEORGES COUNTY FIRE COMMISSION

FIRE COMMISSION POLICY

FC Policy Number: 05-02	Adopted: 08/03/05
Subject: LOSAP Report Deadline	
Donald L. Strine, Chairman	

All volunteer fire companies are required to have their LOSAP reports turned into the LOSAP Committee Chairman no later than September 1st of each year.

Any LOSAP Report turned in after the September 1st deadline will need to be accompanied by a letter, stating the reason that the LOSAP Report was not turned in by the September 1st deadline.

LOSAP Reports turned into the LOSAP Committee Chairman after the September 1st deadline will not be accepted without the above mentioned letter from the volunteer fire company explaining the reason the LOSAP Report is late and each will be handled on a case-by-case basis.

Prince Georges County law requires that volunteer LOSAP Reports must be turned into the office of Pensions and Benefits by November 15th of each year. The Fire Commission will not accept any LOSAP Reports after the November 15th date.