



**Prince Georges County Fire Commission Meeting
Wednesday, May 7, 2003
Cranford/Graves Fire Services Building**

1930: Prayer and pledge by Chaplain Litchfield.

Commissioner Norris: (013/A)

- No report.

Commissioner Fuller: (017/A)

- **Motion by Commissioner Fuller second by Secretary Mutchler that the Fire Commission recommend that \$60,000.00 be allotted for the MFRI training contract for FY 2004. Motion approved.**
- Received an e-mail request from station 1 for an EMT Refresher class to be held at station 1. It was suggested by MFRI that they enroll in a class at MFRI starting on June 2, 2003.
- Received a request from station 29 requesting an EMT class. Since the County has taken the remainder of the training budget for the year we have no funds to fund it. MFRI also advises that they have no instructors available. There is an EMT class at station 11 starting May 22, 2003, it is full but if you send someone and a spot opens they will be able to get in.
- There is some Air Bag training at MFRI at the end of the month. Also there will be information coming out soon from the Chiefs Council on RIC training.

Secretary Mutchler: (042/A)

- **Motion by Secretary Mutchler second by Commissioner Fuller to approve the minutes of the April 16, 2003 minutes as written. Motion approved.**
- **Motion by Secretary Mutchler second by Commissioner Granados to approve station 12 spends \$4,000.00 of station management funds for catering at the new engine housing. Motion approved.**
- Received a memorandum from Carolyn F. Scriber, Director, Office of Central Services informing us that there is no empty county office space available for use by the Fire Commission and the Association.
- Explained why the Fire Commission web site is not being updated with the meeting minutes. Will have the problem straitened out soon.

Commissioner Wood: (068/A)

- Received CB 82 compliance certifications from stations 21, 42 and 23.
- **Motion by Commissioner Wood second by Commissioner Fuller to accept equivalency for Active Firefighter from:
Christopher D Shannon station 39
Thomas Mullins station 8
Justin O'Brien station 8
Motion approved.**

- Discussed recent draft concerning COMAR, EMT and First Responder. Lengthy discussion followed.

Commissioner Smith: (126/A)

- **Motion by Commissioner Smith second by Commissioner Granados to approve station 17 spends \$3,000.00 of station management funds for MSFA convention. Motion approved.**

Commissioner Granados: (134/A)

- **Motion by Commissioner Granados second by Commissioner Fuller to accept LOSAP award request from James Edelen, station 56 for 32 years. Motion approved.**

Commissioner Strine: (139/A)

- Discussed budget meeting held on Friday, May 2, 2003. The projected budget shortfall for FY 2003 is \$736,000.00. We are hoping for a budget supplement of \$300,000.00. Discussed ways to cover the shortfall.
- Discussed the situation of station 1's new floor.
- Fire Commission needs to get control over the issuance of running gear.
- A VRS class was mentioned during the meeting for a cost of \$1,300.00.
- More discussion concerning the budget.
- **Motion by Vice Chairman Strine second by Commissioner Smith to authorize station 36 to spend \$2782.14 for an AED from station management funds. Motion by Vice Chairman Strine second by Commissioner Smith to authorize station 36 to spend \$2782.14 for AED from station management funds. Motion approved.**

Commissioner Woods: (598/A)

- Questioned whether we are being charged double for backordered items. Discussion followed.

Motion by Commissioner Fuller second by Commissioner Granados that the Fire Commission authorizes the expenditure for VRS class starting on Tuesday, May 27, 2003. Motion approved.

Chairman Robison: (037/B)

- The Public Safety Committee of the County Council approved the Budget last Thursday and the amount of funds approved to the Fire Commission Budget was \$9,972,200.00, the same as last year. The operating Expenses associated with the maintenance of Medic Units have been transferred from the Volunteer Budget to the Fire/EMS Department Budget. It is estimated that this will save the Fire Commission about \$150,000.00 to \$250,000.00. There was discussion by County Councilman Hendershot about ambulance at Co. 28. He appeared to be questioning Chief Blackwell on this matter and President Tucker and myself later.
- Letters were faxed to Dr. Brown, CAO, requesting her intervention in the closing of Fire Department Logistics with out the knowledge of the Fire

Commission or the County Fire Chief. We had requested a meeting but her agenda was full and it was suggested we fax the information so she can review it.

- We are still holding station management checks for several stations. The stations must meet the requirements of the Station Management Contract before the checks will be released.
- Accident and Injury Reports that are due in are available on the front table. If you have a problem with the reports call Sheila Sutphin at the BOSH office at 301-583-1951.
- We are still waiting for member certifications of members from several stations.
- Chief Blackwell has put out a new Directive, 03-01 on first responders. There is NO charge for this course. Bill Huttenlock questioned Charlie Wills, Chairman of the MFSA EMS Committee on the proposed \$25.00 charge by MIEMSS. Charlie spoke to MIEMSS and they advised there would be NO charge for the First Responder test but would be a charge for out of state certification.
- We still need Station Management signatures from the following stations: 2, 7, 19, 29, 31, 41, 34 and 46.
- There were 29 volunteers that passed the county physical in April. There were 4 no shows to their physical.
- The next Fire Commission meeting will be held on Wednesday, May 21, 2003 at station 37, Ritchie. Station 37 will be having a picnic before the meeting everyone is welcome.
- Reminder, the first meeting in June will be held at station 1 on June 4, 2003. The second meeting in June is canceled due to the MSFA convention in Ocean City.

Jim Trexler: (149/B)

- Contractor for station 43's roof replacement is mobilizing and should be starting construction in the next few days.
- Waiting for a purchase order for station 26 ventilation systems.
- There's a new contractor for overhead door repairs.
- Working on the catalogs for the stockless inventory. Still waiting for two more contracts to be let and as the successful contractors are suppose to supply catalogs.
- Discussed how the stockless inventory is going to work.
- Working on the trade in paper work for station 8's Hurst Tool for purchasing.
- Should be all but two stations have the new North Star telephone switches installed.

President Tucker: (338/B)

- The document to be presented to the County Executive has been completed and all Commissioners should have a copy. We have been asked to give this presentation on Friday, May 16, 2003 at 9 AM. Still need the PowerPoint bullets from the Fire Commission. We will have a run through of the program this coming Tuesday night at the FSB at 6:30.

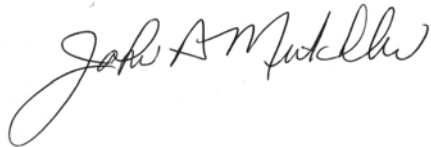
- The recruitment booth will be at the FSB and will be based here so it will be available to whoever would like to use it.
- The Association is going to request a full time recruiter be hired. The \$50,000.00 given to the Association for Recruitment and Retention will be used to pay the salary of the recruiter.
- We are having a meeting tomorrow with Ken Wyvill concerning a hospitalization program for the volunteers. More information will be coming at the next Association meeting.
- Requesting assistance with a boot drive this Saturday.

Questions and comments from around the room.

Report from Chaplain Litchfield.

There being no further business to come before the Commission the meeting was adjourned at 21:15.

Respectfully,

A handwritten signature in black ink, appearing to read "John A. Mutchler". The signature is written in a cursive style with a large, looping initial "J".

John A. Mutchler
Secretary