



**Prince Georges County Fire Commission Meeting
Wednesday, September 17, 2003
Greenbelt VFD, Station 35**

19:30 Meeting called to order by Vice Chairman Fuller.

Prayer and pledge given by Ed Mutchler, Chaplain, Cottage City VFD, station 2.

Vice Chairman Fuller:

- Chairman Strine will be late due to a memorial service for a member of station 20.
- Discussed remarks made by County Executive Johnson at the opening ceremonies of the convention.
- The Swift Water training requested will probably not happen due to the need for Swift Water and the travel distance and cost to get to it. It is possible that MFRI will come up with an abbreviated, condensed version of the class.
- The final draft of the Training Committees report is at the Fire Chiefs office and we are waiting for his comments.
- Attended the budget meeting along with Commissioner Woods but received a limited amount of information concerning the budget due to computers being down.
- **Motion by Vice Chairman Fuller second by Commissioner Wood to hold a workshop on Wednesday, October 29, 2003 at the Fire Services Building. This will give the Fire Commission to look at the first quarter data and to see where we are at to see what we need to do to ensure we are close to coming in on budget at the end of the year. Motion approved.**
- Discussed the need for the Fire Commission to have some type of validation process for proposals presented to the Fire Commission. **Motion by Vice Chairman Fuller to table any requests for expenditures of \$5,000.00 or more so the Fire Commission can investigate the need for, and the cost of the expenditure.**
Question by Secretary Mutchler if we should set a specific dollar amount to table any request. Secretary Mutchler thinks that all requests, regardless of cost should be investigated for need and cost.
Chairman Fuller amended the motion to table all requests, regardless of dollar amount, for one meeting after the request has been presented to the Fire Commission in order to investigate and validate the need and cost of the request. Motion was second by Commissioner Wood. Motion approved.
- Discussed the need for the Fire Commission to start making the companies responsible for the personal protective gear of their members. This may be necessary to get a handle on the exorbitant amount of money that is being spent on personal protective equipment. This will be discussed more at the October 29th meeting.

Secretary Mutchler:

- **Motion by Secretary Mutchler second by Vice Chairman Fuller to accept the minutes of the September 3rd meeting as amended. Motion approved.**
- Discussion concerning changing the way the Fire Commission approves putting new apparatus on County maintenance. Stations should submit their requests to put new apparatus on county maintenance prior to purchasing the apparatus unless they are willing to fund the maintenance themselves if the Fire Commission decides not to.
Vice Chairman Fuller expanded on the discussion by suggesting that stations get prior approval from the Fire Chief for the need and his approval to place the new apparatus in service prior to submitting their request to the Fire Commission.

Commissioner Norris:

- **Motion by Commissioner Norris second by Commissioner Bolden to approve request from the Morningside VFD, station 27, to spend \$4,000.00 of station management funds to replace the engine in the support unit. Motion approved.**

Chairman Strine:

- We still have station management checks to give out to stations 1, 2, 4, 7, 9 & 34. As soon as those companies get their audits together they will receive their checks.
- We have one check left over from the last audit that is being returned because it has expired. The checks are only good for 180 from the date of issuance and the station still has several outstanding accident reports due.
- Station inspections will start on September 29th. Any Commissioner wishing to participate in the inspections need to let Lisa Dunaway or Major Andreacs know.
- Read a letter received from Cottage City VFD, station 2 in regards to the problem with the station management audit. Discussion followed on procedures for accounting for money used for Ocean City. **Motion by Secretary Mutchler second by Commissioner Norris to accept the letter of explanation from Cottage City with the stipulation that they realize that from now on better accounting of the funds needs to be adhered to. Motion approved.**
- Received a letter from Clinton VFD, station 25 in regards to their station utility truck. Their utility truck was deadlined and now the county is saying that the truck they gave station 25 to carry hose in as a water supply support unit is now their utility truck. The letter was turned over to Commissioner Norris to investigate.
- Discussed a list received from Nancy Roberts of volunteers that failed to show for their scheduled physicals.
- Due to an error in the calculation of gasoline usage, some stations last station management checks were short. The error was corrected and those stations have checks to replace what was held from the last check.

- Discussed the county executives speech at the convention.
- The Fire Commission, Association and the Chiefs Council will be meeting with the Chief Administrative officer on September 24th.

Commissioner Wood:

- **Motion by Commissioner Wood second by Commissioner Bolden to approve request from Riverdale Heights VFD, station 13 to spend \$8,000.00 station management funds to purchase tools and an Air Cart. Motion approved.**

Commissioner Underwood:

- Received requests from station 41 to have their ductwork cleaned. Discussion on what policy the Fire Commission is going to follow in regards to cleaning ductwork. As with the new policy of the Fire Commission, this request will be held until the next meeting in order for the request to be validated.

Commissioner Woods:

- Reported on finding concerning the issue with engine 432 from station 43 and the battery problem. Was unable to get any information from R&R and is continuing to investigate, will not be able to give any other further information until the next meeting.

Lt. Col. Wells:

- Discussed and updated everyone on the planning and preparations of the impending storm. Sometime between the hours of 12 and 5 PM tomorrow, Thursday, September 4th, the Counties Emergency Operations Center will be up and operational at the Fire Services Building.

Jim Trexler:

- Would like to have stations come pick their supplies at Logistics up before the storm hits.
- Discussed some questions received concerning EMS supplies.
- Have been going around to stations looking at bay doors and ramps that may need to be repaired. Will come back to the Commission with cost figures to see where we want to go with them.

President Tucker:

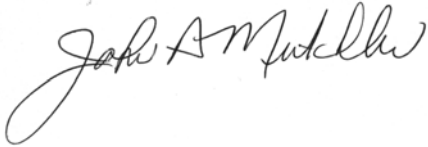
- The regular board meeting will be held next Wednesday, September 24th.
- VRS has been canceled for Thursday, September 18th due to the impending storm.
- The Association has offered the County the use of the Association office as well as the new Lap Top computers to assist with the impending weather crisis.
- According to the Volunteer Operations Commander, the stations are stepping up and saying they will be there to do their part in protecting the citizens of Prince Georges County during the storm.

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 2050.

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