



**Prince Georges County Fire Commission Meeting
Wednesday, November 5, 2003
Cranford/Graves Fire Services Building**

19:30: Meeting called to order by Chairman Strine.

Prayer and Pledge by Chaplain Litchfield.

Janet Demeritt, President, Underwater Rescue & Recovery Team presented a request from station 56 requesting additional county funding for their new station in Tantalion Marina. The Commission will take the request under advisement and do some research as to how much it will cost and where the funds will come from before making a recommendation.

Chairman Strine:

- Attended the monthly budget meeting along with Vice Chairman Fuller. It was reported that we have spent \$139,627.00 in running gear in 3 months. Since we only have \$490,000.00 for the year to purchase gear, something needs to be done to get control of the issuing of the gear. A new form for issuing gear will be developed which will need to be signed by a responsible party from the station. This person will need to discuss with their member getting the gear that the gear is the property of Prince Georges County and is to be used for Prince Georges County Fire/EMS operations only. The gear is not to be taken to other jurisdictions to be used unless on Prince Georges County Fire/EMS operations or sanctioned training. As soon as a permanent policy is drafted it will be distributed to all stations. Help is being requested from the stations to keep track of the gear assigned to personnel in their stations to be sure it is being used for its intended purpose and not being taken out of the county for use in other jurisdictions.
- We would also like for any stations that have spare gear in the station that is not being used we would like it turned back in to be refurbished and reissued.
- Also discussed at this meeting was the fact that the cost of Medical Air comes out of the operational budget and is taking a big chunk of this budget item. Discussion on possible things we can do to keep on budget. **Motion by Vice Chairman Fuller second by Commissioner Granados to reduce each stations allotment of the operational budget from \$15,000.00 to \$9,000.00. Motion approved.**
- The Fire Commission is in possession of a database used by EOC to track volunteer training. Nancy is in the process of taking all information already in the Fire Commission office and entering it into the database. It is requested from each station that as training occurs that they send the information into the Commission office so it can be entered into the database. Hopefully this will alleviate the need to submit the training certifications every February.
- If an application is turned in completed correctly the turnaround time to get it processed is one week.

- We are working with the CAO on trying to get funds from the 52 budget re-allocated to the Station Management agreement to increase the Station Management money given to stations. If this can be accomplished it would mean the stations would be responsible for more minor maintenance to their stations and apparatus.
- Discussed a list from Jim Trexler of the current repair projects waiting to be done. A decision needs to be made on the priority of the projects. Roof projects will be given top priority. **Motion by Vice Chairman Fuller second by Commissioner Granados that if needed, money from station exhaust system projects be used to repair roofs.**
Amendment proposed by Chairman Strine second by Commissioner Granados to add HVAC systems and overhead doors to the list of priority projects. Motion on the amendment to add HVAC and overhead doors to the list of priorities approved.
Vote on the original motion by Vice Chairman Fuller approved.
Roofs, HVAC systems and overhead doors will have priority over any other building maintenance projects.
- Received a proposal for the Fire Commission to adopt the following positions; Fire Commissioner Emeritus and Fire Commission Chairman Emeritus, proposal attached. **Motion by Vice Chairman Fuller second by Commissioner Granados to accept the proposals and add them to the rules and regulations of the Fire Commission. Motion approved.**
- Met with members of station 36 along with Lt. Col. Wells, Jim Trexler, Derrick Lea and Kenny Oladeinde concerning the capitol improvement project for station 36. The project is moving forward.

Vice Chairman Fuller:

- **Motion by Vice Chairman Fuller second by Commissioner Bolden to accept equivalency training for VRS for Chad Hasstlberger, station 7, all paperwork is in order. Motion approved.**
- **Motion by Vice Chairman Fuller second by Commissioner Bolden to accept VRS equivalent training for Scott Garmer, station 7. Motion approved.**

Secretary Mutchler:

- **Motion by Secretary Mutchler second by Commissioner Granados to accept the minutes of the October 1, 2003 meeting. Motion approved.**
- **Motion by Secretary Mutchler second by Commissioner Granados to accept the minutes of the October 15, 2003 meeting as amended. Motion approved.**
- Requested everyone to please be courteous when someone is talking and to and cease the side conversations. It is hard to prepare the minutes trying to hear the person speaking over other people talking.

Commissioner Underwood:

- Received a request from Laurel VFD, station 10, to spend \$7,200.00 of station management money for their banquet. **Motion by Commissioner Underwood second by Commissioner Granados to approve the request. Motion approved.**

- Discussed the progress of the LOSAP database, it should be up and running soon.
- The Laurel VFD, station 10 is requesting that the maintenance on their high volume air conditioning systems be picked up by Prince Georges County. The cost of this agreement is \$14,472 to keep up the maintenance on this unit. As policy of the Fire Commission, this proposal will be tabled until the next meeting.

Commissioner Woods:

- Reported on progress of looking into changing from 5/8" rope to 1/2" rope. Discussion concerning the pros and cons of changing. The issue will be taken up with the Chief's Council to get their input on it.

Commissioner Bolden:

- Due to people not accessing their e-mail on the county e-mail system, the system was becoming overloaded and all volunteer e-mail services were shut down. Any stations that would like to have their e-mail account re-activated there will be something in the packet at the Association meeting to fill out and return to Commissioner Bolden and he will take care of getting the e-mail account activated.

Commissioner Norris:

- No report.

Commissioner Granados:

- LOSAP is still missing from stations 1 – 7 – 8 – 17 – 24 and 38.

Lt. Col. Wells:

- The County Executive has nominated Mr. Vernon Herron as Director of Public Safety. Mr. Herron is retired from the State Police.
- We have received FY 05 budget instructions and a copy will be furnished to the Chairman.
- Discussed a problem with getting fingerprints for new applicants done. The problem has been ongoing for over a year and has not been solved as of yet. For a year provisional ID numbers have been issued and we now have over 400 members that only have provisional ID numbers. Will get together with the Chairman to discuss what we are going to do about the problem.
- Discussion concerning third pumper issue.
- Bunker Hill ceremony has been switched to Saturday, December 6, 2003

Jim Trexler:

- Station 19's HVAC project has started and progress is starting to be made.
- Station 7's boiler is just about complete but Facilities Maintenance is requesting permission to move a drain line. The cost of moving this line will be approximately \$2,500.00.
- The last 9 stations that had the new phone telephone systems switches installed has had the UPS system and RAD boxes installed.

- After a survey of stations, checking on the stock piles of AFFF it was found that station 43 was missing 33 pales of the their stock. No one can find an incident number or any paper work showing where the product was used. It will cost \$2,475 to restock the product.
- Bob McGhee gave an update on the fuel site upgrade at station 29.
- Received instructions on the CIP budget submission. Recommended that we keep what we've got in there and keep it funded. Need to know by next meeting if there is anything the Commission would like to add.
- **Motion by Vice Chairman Fuller second by Commissioner Granados to approve \$2,500.00 out of station maintenance to move the drain line at station 7. Motion approved.**
- **Motion by Vice Chairman Fuller second by Commissioner Woods to authorize the expenditure of \$2,475 to replace 33 pales of the AFFF at station 43. Motion approved.**

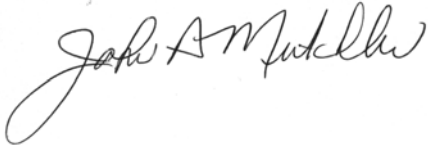
Update on the progress of Bunker Hill by Capt. Lea.

Report from Chaplain Litchfield.

Questions and comments from around the room.

They're being no further business to come before the Commission the meeting was adjourned at 21:55.

Respectfully,

A handwritten signature in cursive script that reads "John A. Mutchler". The signature is written in black ink and is positioned above the printed name and title.

John A. Mutchler
Secretary

FIRE COMMISSIONER EMERITUS

The Prince George's County Fire Commission may elect a former member as Fire Commissioner Emeritus by a two thirds (2/3) majority of the members present and voting at any regular or special meeting. The following requirements are established for the Title of Fire Commissioner Emeritus:

The applicant must be a former member and have served as a member of the Fire Commission for at least 15 or more years.

The applicant must be alive.

The Fire Commission must approve the appointment by two-thirds (2/3) vote of the Fire Commissioners present and voting at any regular or special meeting.

The applicant will have all rights and privileges of the Fire Commission with the exception of voting and accruing expense.

CHAIRMAN EMERITUS OF THE FIRE COMMISSIONER

The Prince George's County Fire Commission may elect a former Chairman of the Fire Commissioner as "Chairman Emeritus of the Fire Commission" by a two thirds (2/3) majority of the members present and voting at any regular or special meeting. The following requirements are established for the Title of Chairman Emeritus of the Fire Commissioner:

The applicant must be a former member of the Fire Commission and have served as a Chairman of the Fire Commission for at least 3 or more years and has served on the Fire Commission for at least 10 or more years.

The applicant must be alive.

The Fire Commission must approve the appointment by two-thirds (2/3) vote of the Fire Commissioners present and voting at any regular or special meeting.

The applicant will have all rights and privileges of the Fire Commission with the exception of voting and accruing expense.

If the applicant is currently a Fire Commissioner Emeritus he or she will relinquish the title of Fire Commissioner Emeritus when elected as Chairmen Emeritus of the Fire Commission.