

## Fire Commission Meeting

July 5, 2017

Meeting was gavelled to order by Chairman Tucker and a sign-in sheet was passed around.

Chaplain Huttenlock (Elaine) provided the invocation blessing followed by a short report prepared by Chief Chaplain Hetz. (See Attached)

Office of the Fire Chief, Chief Barksdale (Chief) spoke briefly about recent events of "Violence in the Workplace" and advised that some 600 plus Volunteer members have been removed from operations to date due to non-compliance with the Department issued directives for the SCBA training. Chief also advised that he has met with President Cunningham on this issue. Chairman Tucker asked about a paperwork snafu with one of our Companies and the Chief advised that no disciplinary actions have been taken against those members currently. Chairman Tucker then asked about the approximate \$1.3 million budget surplus and the Chief stated that the surplus monies was from the entire Fire Department budget and not just the Commission budget.

Support Services Command, DFC Cardello (Joe) advised that currently the SCBA change-over is scheduled to be complete by the end of the week. There are 4 Companies left to swap out. Joe stated that SCBA practical training continues every Saturday morning during July and they are scheduling limited Friday night training during July and August. SCBA training for "EMS-only" members is being held at select stations in every Battalion with Company 40 holding the training on Thursday evening, July 6, 2017. Joe fielded several questions from the floor about SCBA facepieces, and responded to a question about the re-instatement process. Joe stated that the process was developed through the ESC office and that he's not aware of any directive mandating that Volunteer members go through that process.

Chairman Tucker (Jay) notified the members in attendance that the Senator Amos (508) Fund audit is beginning and recipient Companies should complete the necessary audit documents and send them to the Fire Commission Office. Jay advised that the PSFM committee for the County Council will be holding a hearing on the final draft of CB3 (Cancer Bill) on Thursday, July 13, 2017 at 1:30 pm. Jay notified the Companies present about the needs-driven information the Commission is requesting on the Training, Tools and Uniforms funds. Each company needs to submit to the Commission a list of needs-driven expenditures for those funds no later than August 30, 2017. The Commission has been tasked with creating a needs-based expenditure plan.

Commissioner Dougherty (Brian) advised that last fiscal year, we left \$39,539.00 in the Tool Fund, \$21,405.00 in the Uniform Fund and \$62,348.00 in the Training Fund un-spent. Brian then fielded several questions on spending those funds from the Companies present.

Commissioner Stack (Kenny) requested an expenditure approval from Company 19 for \$3777.89 for the installation of a surveillance system at their Station – **Motioned and Approved**

Commissioner Taylor (Bill) advised that he attended the PSFM hearing on the Commission re-appointments.

Commissioner King (Buddy) advised that he had no report tonight.

Commissioner Kuenzli (Randy) notified everyone that the July VRS class will be pushed back 1 week this month to be held on July 24, 25, 26 and 28, 2017 with registration ending on July 17, 2017. Randy then recognized Jonathon Howard, Chief 19 who is the lead VRS instructor. Jon advised that he is looking for a couple more instructors to help with teaching the class and stated that they do not teach the CPR session of the class. That CPR class session is taught by the Bowie CPR program. Jon also requested that Companies do not send CPR-recertification students to the VRS program. Anyone needing to be re-certified should contact the Fire Training Academy or contact Frank Underwood. Randy then requested approval for a FF1 Equivalency for Company 9 – Mr. Jacob Coots, #24860 – **Motioned and Approved**

Commissioner Bodrick (Tyrome) advised that he had no report tonight.

Commissioner Breen (Bobby) requested approval of the meeting minutes for June 7, 2017 – **Motioned and Approved**

Bobby requested approvals for the following expenditures:

Company 26 - \$2740.00 – 4<sup>th</sup> Qtr. Insurance – **Motioned and Approved**

Company 26 - \$5000.00 – Balance due on rooms for Convention – **Motioned and Approved**

Company 26 - \$2058.68 – 2016 Tax Prep Charges – **Motioned and Approved**

Volunteer Recruiter, Mrs. Tomanelli (Kate) reminded everyone that the Recruiting/Retention Seminar will be held at MFRI on July 30, 2017 and that a Fire Service Community Event/Recruiting day has been planned in cooperation with the Board of Education for the Seat Pleasant, Capital Heights, Chapel Oaks and Ritchie areas of the County on Saturday, July 15, 2017. Kate closed her report by advising that recently we have had issues with personnel attempting to apply or go to training that have not completed VRS training or have no Fire Department ID. VRS needs to be completed prior to new members receiving training, getting fit tested or trying to get issued PPE. (See attached)

PGCVFRA President, Mr. Cunningham (Bill) provided a brief report to add to Chief Barksdale's report on the "Violence in the Workplace" incident. Bill advised that the Association will be back in court on the lawsuit against the County on July 21, 2017 in Upper Marlboro at 9:00am. Bill stated that they need members to show-up and pack the courtroom and hallway.

LAPGCVFRA Chaplain, Mrs. Huttenlock (Elaine) advised that their meeting will be held at Company 35 on Thursday, June 6, 2017 and that the LA is accepting applications for the 2017/2018 Scholarship Program.

Company 11, Mr. Underwood (Frank) inquired about the date of the Station Management Audit and after some discussion Chairman Tucker stated that we will send out a notice of the Audit date.

Company 19, Mr. Bigony (JR) reported that the version "K" ERF has been developed along with the new version comes stock number changes, price changes etc. This version should be pushed out and placed on the Commission website by mid-July. The new version opens with FY18 Funds prepopulated on the ERF form.

Company 19, Chief Howard (Jon) provided a report on out-standing EMEDS documents stating that during January – May there were 3799 reports incomplete and out-standing and in June there were some 700 incomplete or out-standing EMEDS reports. Jon stated that this amounts to a large revenue loss for the Volunteer Corporations. A question was asked about Lock-out calls and why EMEDS reports are required. Jon advised that this is because they're considered a rescue type call for service.

Benediction, Chaplain Huttenlock (Elaine) provided a benediction prayer to close the meeting. A motion to adjourn was entertained by Chairman Tucker – **Motioned and Approved**

Minutes were recorded and typed by Commissioner/Secretary Breen

A handwritten signature in cursive script, appearing to read "Robert Breen", written in black ink over the printed name.



## **OFFICE OF THE CHIEF CHAPLAIN**

Cranford/Graves Fire Services Building  
6820 Webster Street  
Landover, Maryland 20784

### **Chief Chaplain's Report**

July 5, 2017

Grace, mercy and peace to all.

The Chaplains Corp met on June 28, 2017 to begin planning for the Founders Circle Memorial and Celebration on September 30, 2017 at the Cranford-Graves Fire Service Building. The service will begin at noon.

The Chaplains Corp also met on June 28<sup>th</sup> to plan the Annual Convention Memorial Service. It will be held at Brentwood Volunteer Fire Department, Co. 55 on Tuesday evening, September 19, 2017. The Memorial Service begins at 7:00 PM.

Mr. Chairman, I regret to inform you of the passing of several members. Their service information is noted below:

Albert P. Simms, Jr., Life Member of the Marlboro Volunteer Fire Department, died on Monday, June 26, 2017 at the Charlotte Hall Veterans Home at the age of 57.

Date: Thursday, July 6, 2017

Time: 4:00-7:00 PM - Visitation

6:30 PM - Fire Department Memorial Service

Date: Friday, July 7, 201

Time: 11:00 AM - 12:00 PM Mass

Location: Saint Mary of the Assumption  
14908 Main St  
Upper Marlboro, MD, US, 20772

Roger T. Walcker, Life Member of the Beltsville Volunteer Fire Department died on Wednesday, June 28, 2017 the age of 69.

Please note that no Fire Department Memorial Service will be held.

Date: Saturday, July 8, 2017

Time: 12:00-1:30 PM - Visitation

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Time: 1:30 PM -Funeral

Location: Reformation Lutheran Church  
601 Madison Rd.  
Culpeper, VA

MSFA Past President Richard L. Yinger died on Sunday, July 2, 2017 at the age of 75.

Date: Friday, July 7, 2017

Time: 6:00- 9:00 PM – Visitation

Time 7:00 PM – Fire Department Memorial Service

Location: Newcomb and Collins Funeral Home, P.A.  
308 High Street  
Cambridge, MD 21613

Date: Saturday, July 8, 2017

Time: 12:00 - 1:00 PM – Visitation

Time: 1:00 PM – Funeral

Location: Open Bible Church  
1619 Race Street  
Cambridge, MD

Interment: St. Mary Star of the Sea Catholic Church Cemetery

Please keep the Simms Family, the Walcker family, and the Yinger family; and the Marlboro Volunteer Fire Department the Beltsville Volunteer Fire Department and the MSFA in your thoughts and prayer.

### Prayer List

Please keep the following people in prayer:

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- Chairman of the Fire Commission Jay Tucker
- Fontella Frost, Co. 5
- Sharon Becraft's family, Co. 18
- Albert P. Simms, Jr. family, Co. 20
- Bill Bowman, Co. 23
- Elaine Huttenloch, Co. 23
- Edward and Audrey Thurston, Co. 23
- Diane Conley, Co. 31
- Roger Walcker family, Co. 31
- Dee Anderson, Co. 33
- Candy Mitchel, Co. 33
- Cheryl Trader, Co. 33
- Chuck Walker, Co. 34
- Shirley Boswell, Co. 36

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- Francis Winterwerp, Co. 36
  - Dickie Riess, Co. 36
  - Louise Riess, Co. 36
  - Chief John Høglund
  - Rev. J. Harvey Dixon, Chief Chaplain  
Emeritus – MSFA
  - C. Daniel Carpenter, III, MSFA Trustee
  - Richard Yinger family, MSFA Past President

If someone needs a chaplain to visit a member in the hospital or any other service from the Chaplains Corp, please get in touch with me.

Respectfully submitted,

Rev. Harry Hetz

Chief Chaplain – P.G.C.V.F.R.A.

Recruiter report 7/5/17

**RECRUITING:**

Reminder that the Recruitment and Retention seminar is on Sunday July 30<sup>th</sup> at 9am at the large meeting room at MFRI. Please take a flyer and post it in your station for your membership/recruitment committees. All Presidents and Chiefs are also welcome to attend. Our guest speaker is NVFC Executive Committee Board Member Chief Bonilla from Idaho. He is the Chief of the Donnelly Rural Fire Protection District and holds a number of other positions including Emergency Manager of Valley County and co-director of the Idaho Volunteer Fire and Emergency Services Association. We are excited to have him come and speak on diversity and inclusion in the fire service. Please have your station RSVP to either Nova or I as soon as possible as we will be providing refreshments as well. We currently have 22 members from 13 departments attending.

We are a week and a half from holding our first Community Day with the Board of Education at the Gholson Middle School. If you are interested in reaching out to your District School Board Member and holding a Community Day for your station and surrounding stations, please let me know.

Also, if your community is holding an event and you'd like me to bring the recruiter car, literature, tent and tablecloth, please let me know. I just need a week's notice to secure the items from the 4<sup>th</sup> floor.

**COMMISSION OFFICE:**

Last week I sent out an email to all stations regarding the following issues we are seeing at the Commission office:

--The Fire Commission office does NOT get the specific results of background checks. If an applicant fails, they can contact the Fire Marshal's office for further information. Please do not direct them back to Bonnie and I.

--Applicants CANNOT sign up for training classes until their application is COMPLETE. This means they MUST have passed their background and physical and have been issued an ID number. We received confirmation of these requirements from Christine Haber as well as Craig Smith from MFRI as they often contact the Commission office to verify the status of people that are signing up for classes and in many instances, they are still "in process". Spots in some of these classes are very limited and applicants that are not yet members of the department will be promptly removed from the class roster. It boils down to an insurance and medical license liability issue if these individuals are in class and are not fully vested by the Commission.

--All applicants MUST schedule an appointment to get their ID and PAT tag after successful completion of VRS. We have too many green-gear and face piece forms for applicants that have completed VRS as far back as January and they still have not been in to get their cards and forms. This is concerning because that means many of these applicants do not have gear issued to them by Logistics (as they now need an ID card to be fitted for gear) and/or are riding apparatus without a PAT tag. For the safety of all involved, please stress the importance of getting an ID and PAT tag made and getting gear issued to them by Logistics immediately after completing VRS.

--Please be mindful of timelines/availability of your applicants and please be respectful of the scheduling procedures here at the Commission Office. Although we always try to accommodate anyone that needs fingerprinting done or ID cards issued without an appointment, especially those that live out of state and may only be in town for the day, we have seen a recent uptick in applicants calling and saying that their station told them to call and we will get them in that day. Our weekly appointment schedules are created in such a way to allow us time to complete the additional tasks required of the Commission Office so sometimes it is not always easy to accommodate them without at least a day or two notice.