

Fire Commission Meeting

January 20, 2016

Meeting began at 1930 hours gaveled by Chairman Tucker. A sign-in sheet was passed around.

Chaplains Report, Chaplain Litchfield (Warren) gave a short opening prayer followed by the Pledge of Allegiance and continued with a quick update on our sick and injured members.

Chairman Tucker (Jay) announced his thanks to all for their calls and cards while he has been hospitalized and thanked everyone for their prayers.

Office of the Fire Chief, Chief Bashoor (Chief) gave a short "thank you" to the members present for all the hard work over the last couple of weeks on several fire incidents then provided a short update on the Bell Brook Street fire in Station 29's area and provided a short update on the Knollbrook Drive incident where no smoked detector was found. Chief Bashoor advised that he along with the American Red Cross and several members of his staff participated in a door-to-door Smoke Detector Campaign in District Heights and issued out 84 smoke detectors. Chief stated that we all need to keep putting out the message that smoke detectors save lives. Chief Bashoor stated that he will be attending a meeting next week with OIT and MDC about our communications and data network. One of the topics of discussion will be Volunteer purchased mobile data terminals for the Volunteer Chief's/Command Officers. Chief Bashoor announced that the next Department Staff Meeting would be on February 5, 2016 at the FSB and the major topic would be the accreditation process the Department is undertaking.

Special Services Command, Deputy Chief Barksdale (Ben) provided a short update on the Departments apparatus purchases and advised that the new RMS training would start back-up in a couple of weeks and that the new RMS system will tabulate a member's LOSAP points.

Volunteer Services Command, Deputy Chief McClelland (Jim) advised that he had sent out a request for staffing for the impending snow storm scheduled to hit the area latter this week and announced that he had been informed that the Volunteers cannot add their members to RMS reports in the new system. Jim stated that this issue will be looked at and corrected as needed.

Chairman Tucker (Jay) announced that he attended a meeting with OMB and was informed that the Tool, Training and Uniform monies had been included into the FY 17 Budget along with a 10% increase in the Station Management monies. Jay advised that the FY 17 CIP money would be 3 million dollars and the FY 18 CIP money would be 4.8 million Dollars. Jay reminded everyone that the Station Management Audit would be held on Saturday, February 13, 2016 beginning at 0800 hours and the Volunteer Administrative Management Class would be held on Saturday, March 5, 2016. Jay advised that the approval process is almost complete for Patriot Fire to become a county repair vendor for our apparatus.

Commissioner Dougherty (Brian) announced the following motions to be approved by the Commission dealing with the insurance program:

- Motion to approve the new “Request for County Funded Vehicle Insurance” form – **Motioned and Approved**
- Motion to approve the recommendation that the Fire Commission must approve any additions or deletions for any Volunteer Corporation to add or remove a vehicle from the County Funded Insurance program – **Motioned and Approved**
- Motion to approve the recommendation that the new insurance program will allow for 2 support vehicles for single houses and an additional support vehicle for each substation (support vehicles are identified as Chief’s Cars, Utility Trucks and/or Administrative vehicles) – **Motioned and Approved**
- Motion to approve the recommendation that the County Government will pay the insurance premium of \$1000.00 for all firefighting apparatus ambulances and support vehicles currently in the operational fleet as long as the 2 and 1 policy is followed and these vehicles are also under County fuel and maintenance – **Motioned and Approved**
- Motion to approve that all Corporations wishing to collect the additional 25% income from the Ambulance Billing Program must pay for the insurance coverages, vehicle fuel and provide for the vehicle’s maintenance from Corporate Funds (officer – 25%, driver – 25%, ownership -25% and fuel, maintenance and insurance – 25%) – **Motioned and Approved**
- Motion to approve that the County Government will fund the Insurance Umbrella Policy in the amount of 3 million dollars/6 million aggregate and any amount above those levels must be paid by the Corporation – **Motioned and Approved**

Commissioner Stack (Kenny) announced that the 4 career stations will now come under the oversight authority and approval process of the Commission for Stores requests and Tools purchasing. Kenny also advised that Logistics has gone back to the earlier price quote requirement for outside purchases as follows:

\$1.00 - \$500.00 / 1 price quote
 \$501.00 - \$1000.00 / 2 price quotes
 \$1001.00 and greater / 3 price quotes

Commissioner Taylor (Bill) advised that he attended the OMB session with Chairman Taylor and also attended the Commission’s work session. Bill advised all Stations to spend their Uniform money and announced that the Commission was looking for 3 stations to take part in the Kingdom Ware LOSAP recordation pilot program and that the Commission needs to know who they are by the close of business on Friday, January 22, 2016.

Commissioner King (Buddy) requested approval for the following Company Reports:

Co. 24 – 2015 as corrected – **Motioned and Approved**

Co. 26 – 2015 as corrected – **Motioned and Approved**

Buddy requested approval of the following award:

James E. Hart, # 3673, Co. 49, 25 years of service, effective 1/1/16 – **Motioned and Approved**

Buddy requested additional service approval for:

Robert T. Butler, Company 29, 2014 and 2015, 25 years of service – **Motioned and Approved**

Buddy requested approval of the LOSAP Training Report – **Motioned and Approved**

Lastly, Buddy requested approval for the expenditure of Training money for a Rescue Course “Truly Technical Rescue” hosted by the Berwyn Heights VFD, Station 14, with 16 attendee seats available for \$2500.00 – **Motioned and Approved**

Volunteer Recruiter Smith (Brittany) The MFERI training schedule has been passed out and spares will be up front.

Commissioner Bodrick (Tyrone) No report

Commissioner Kuenzli (Randy) reported on the Ambulance Billing Task Force stating that so far many of the problems with Billing come from insufficient information about the patient, less than adequate narrative reports and a lack of patient signatures on the reports. Randy provided statistics for the 2015 VRS program stating that a total of 513 students registered, 361 males, 152 females, 127 no-shows, 43 equivalency students attending Infection Control Class only and a total completion count of 320 students. Randy stated that some registration problems were seen with students that transferred from 1 station to another between the time of registration and completion of the recruit induction process. Randy called out several stations that had not submitted their 2015 LOSAP Company report and reported on the status of the Firestat Program for LOSAP record-keeping and stated that the Firestat is an approved program for LOSAP recordation. Randy requested approval of the following expenditure requests:

Co. 12, \$3000.00, Tax preparation – **Motioned and Approved**

Co. 55, \$2747.32, Vehicle Repair – **Motioned and Approved**

Co. 55, \$4111.63, Equipment for the new ambulance – **Motioned and Approved**

Randy reminded everyone to get their Officer Certifications turned in and not to staple the paperwork, please paper clip it together.

Commissioner Breen (Bobby) requested approval of the January 6, 2016 meeting minutes – **Motioned and Approved**

Bobby requested approval of an expenditure from Co. 26, \$2600.00, Ocean City Convention room rental deposit – **Motioned and Approved**

PGCVFRA President Walker (Chuck) reported that the next Association meeting will be hosted by Hyattsville on February 10, 2016 and the location is TBA. Chuck provided a short update on Bills of Interest in Annapolis and stated that the Statistical Reports are due by April 1, 2016 as is the Company Tax Incentive form.

PGCVFRA Vice President King (Steven) had no report

Assistant Fire Chief Woods (Harve) reported that when going to Logistics to make pick-ups of supplies, don't go through the offices, report to the counter and someone will assist you. Harve also stated that Logistics is doing the PPE measuring of our personnel; we no longer have to go to MES to get measured.

Branchville VFD, Treasurer Underwood (Frank) advised that the Training Academy is almost out of CPR cards and requested that the Commission approve \$4600.00 for 2000 CPR cards – **Motioned and Approved**

Laurel VFD, Mr. Lau (Bryan) questioned as to whether the form on the MSFA website was correct because the President of the Association said the form on the website was wrong. Jay Tucker confirmed that the \$4,000 amount on the form on the MSFA website was correct...he hoped since his company already used the form.

Brentwood VFD, Chief Moats (John) asked if the Commission could pay for a Fire Officer 3 training class and Commissioner Breen stated that the Training money was not supposed to be used to buy classes from MFRI since those classes are provided to us at no charge through the State. After some discussion, it was decided we will look into the availability of a Fire Officer 3 class for our members.

Chairman Tucker (Jay) asked if there were any more questions from the floor and seeing none, called for the Chaplain to give benediction.

Benediction, Chaplain Litchfield (Warren) provide a short blessing to close the Commission meeting and a motion to adjourn the meeting was called – **Motioned and Approved**

Minutes recorded and typed by Bobby Breen, Commissioner and Secretary 