

Fire Commission Meeting

Wednesday, December 17, 2014

Meeting began at 1930 hours gavelled by Chairman Tucker. A sign-in sheet was passed around. Commissioner Breen provided a "Thank You" to the Marlboro Volunteer Fire Department for hosting the December 17th meeting and providing a warm meal to our members in attendance.

Chaplain Litchfield (Warren) gave opening prayer followed by the "Pledge of Allegiance", then provided us with a short report on our sick and injured members. Warren requested that we keep Bobby Simms, Don Ellis and Joe Robinson in our prayers. Warren then provided some information on the Memorial Services for Merlin Cooper and Lucinda Frend.

Fire Chief Bashoor (Chief) spoke briefly on the newly developed Leadership program, stating that it is ready for rollout and that a memo should be coming out in a couple of weeks. The Chief then expressed his "thanks" for all the assistance rendered recently for the Fire Chiefs Holiday Open House and Party. The Chief then brought up the progress being made in the CIP program stating that 42 projects are in the cart and that 8 of the 42 have been processed.

Volunteer Services Command, Deputy Chief McClelland (Jim) reminded everyone of the pending deadline of December 31st for fit testing and stated that the Department is fully aware of some misinformation contained in the database. Jim then reminded everyone that when volunteer a member transfers from one station to another that a new SCBA face-piece document needs to be completed by the receiving station and the older on-file document needs to be removed. Past failures to complete this step in the inter-station transfer policy has accounted for significant inaccuracies in the fit test database.

Emergency Services Command, Deputy Chief Barksdale (Chief Barksdale) stated that the seven (7) Division Chief interviews will begin in a couple of weeks in order to fill vacancies in the Volunteer Division Chief command.

Office of the Fire Chief, Executive Officer Gomez (Paul) had no report at this time.

Fire Commissioner Stack (Kenny) expressed his "thanks" to everyone for their patience and assistance in working through the compliance issues with the fit testing program, and stated that the new PPE gear issue policy is completed and ready for distribution.

Fire Commissioner Bigony (Jon) spoke on the SERF program and the need for proper documentation attachments when using the speed letter form. Jon reminded everyone not to mix categories of items on SERF requests. Jon stated that a problem had been found when ordering batteries for pagers and that everyone should be using the latest version listed on the Fire Commission webpage. Should anyone have any questions or problems they can contact Jon for assistance.

Commissioner Bodrick (Tyron) presented two (2) Medical Physicals for approval:

Dylan Barr – **motioned and approved**

Zamora Gayle – **motioned and approved**

Commissioner Kuenzli (Randy) provided updates on the VRS program and stated that the schedule for calendar year 2015 has been placed on the Commission webpage. Randy asked everyone to remember not to use staples when packaging volunteer officer certifications as the staples mess up his scanner. Randy stated that all information scanned is stored in the individual Company file and the individual Member file and is searchable by using the individual's ID number. Randy asked the Stations to please indicate on the Officer Certification cover sheet whether the member is the Deputy Chief or Assistant Chief when identifying as the A or B Chief. Randy then hosted a brief discussion on a request from the Hyattsville Volunteer Fire Department to allow an extension of the 18 month training rule for EMS only members for one of their member's in order to obtain her EMT-B certification. The Commission decided to offer a recommendation to Hyattsville that she be moved from Operational status to Administrative/Associate status until the necessary certification is obtained. Randy then presented the following for Equivalency approval:

Christopher Benson – Station 33 – Pro-board Certified – **motioned and approved**

Joseph Alesandrini – Station 9 – Pro-board/NREMT Certified – **motioned and approved**

Commissioner Taylor (Bill) offered his report stating that he attended a meeting at the University of Maryland, Fire Protection Engineering Department to gather information on their programs for the Cadet program. Bill stated that he attended a briefing on several bills that will be heard in Annapolis this upcoming legislative session. Lastly, Bill wished everyone a "Merry Christmas".

Commissioner Breen (Bobby) requested approval for the December 3rd meeting minutes – **motioned and approved**

Bobby then commented on the large number of past due annual LOSAP reports and reminded everyone that the lateness of these required documents directly affects the individual member's Fire Service retirement. Commissioner Kuenzli was recognized and stated for the record that the Commission needs to take some type of action of the stations that are continuously late. Chairman Tucker then stated that the issue will be addressed in the next work session. Commissioner Taylor asked if the new software the Commission is looking at would assist the stations in completing these reports and Chairman Tucker stated that it would. Bobby then wished everyone a "Merry Christmas/ Happy New Year".

Commissioner King (Buddy) requested approval for the 2014 Annual LOSAP Report (corrected) for Station 19 – **motioned and approved**

Buddy then announced a list of outstanding annual reports for several stations for 2014. Those stations include Seat Pleasant (8), Boulevard Heights (17), Morningside (27), Silver Hill (29) and Richie (37). Buddy then requested that the LOSAP Training Report be approved – **motioned and approved**

Buddy then presented a motion to recognize the Brentwood Volunteer Fire Department (55) as the legal contact organization for Station 55 – **motioned and approved**

Chairman Tucker (Jay) made an expenditure request for Station 20 in the amount of \$2,703.60 for repairs to Engine 202 – **motioned and approved**

Jay presented a request from Station 28 to place a new vehicle in-service replacing an older unit – **motioned and approved**

Jay commented on the interview and processing of the new civilian Commissioner, Rick Wilson from Laurel, Maryland and expressed hopes that he could be on-board sometime in January 2015. Jay stated that a new General Order should be coming out with regards to Facilities Operations and Maintenance sometime in the future and that the SAP system training for Bonnie hasn't happened yet but it has been scheduled for shortly after the beginning of the year.

PGCVFRA, President Charles Walker (Chuck) stated that the thirty-one (31) bill introductions held at the Sports and Learning complex offer no harm to the Volunteer Fire Service in the County. Chuck then wished everyone a "Merry Christmas".

LAPGCVFRA President Lois Hetz (Lois) announced that the LAPGCVFRA will be having a 50/50 raffle in February and tickets are available.

Chairman Tucker (Jay) commented on the status of the 508 funds and that the Commission distribution plan had been accepted by Fiscal Affairs and the County OMB authorities. Therefore, the distribution of the one-time payment/year should be happening shortly and allow the Commission to hold the reserve fund until later in the year for distribution. The 508 funds will be direct deposited in the established accounts submitted to Fiscal Affairs recently.

Volunteer Recruiter Brittany Smith (Brittany) stated that she is working on some language changes to the new applicant medical appeals document and should have that completed shortly.

PGCVFRA 1st VP King (Steven) inquired on the status of the VSU disbursements and Deputy Chief McClelland stated that the funds are slated to be distributed to the approved Station accounts on December 31, 2014. Jim also stated that the 2nd quarter requests for disbursement are to be turned into his office by January 12th, 2015 in order to be processed accordingly.

Closing prayer was led by Chaplain Harry Hetz and a motion to adjourn was entertained and approved. The next Commission meeting will be January 7, 2015 at the Fire Services Building.

Minutes recorded and typed by Commissioner Bobby Breen, Secretary & District 4 