

Fire Commission VIRTUAL Meeting

November 18th, 2020

The meeting via TELECONFERENCE was gaveled to order by Chairman Breen at 7:30 pm. A sign-up sheet was not available. Meeting ended at 8:11 pm.

Chaplain Hetz (Harry) - opened the meeting with a brief invocation prayer, the pledge of allegiance and the Chaplain's Report. Referred to report sent, to be attached.

Office of the Fire Chief DFC McClelland (Jim) - Read and provided via email -

1. A meeting has been scheduled for December 1, 2020 with Chief Green to kick off the Fire Commission MOU Review process. Chief Green will give the Committee its charge and establish a time frame for review. More will follow as this develops.
2. A candidate has been selected for the Volunteer Recruiter position. A Personal Services Agreement has been drafted and is currently being reviewed by the Office of Law. It is anticipated that the Volunteer Recruiter will start around January 1, 2021. This Agreement will be for 18 months with two (2) one-year renewal options.
3. The Department has hired a new EEO Officer. Ms. C. Jaye Mills is trained as a lawyer and EEO Investigator. She will be out in field visiting stations and working EEO training to come out first of the year.
4. The County Executive has placed new COVID-19 restrictions in place, requiring masks be worn both inside and outside and limiting sizes of gathering. Please refer to the Health Order which was issued last week and effective on November 15, 2020 at 5pm if you have questions.
5. Just as we have seen across the country, state and county the number of positive COVID-19 cases has started to spike in the Department. All members of the Department must do their part to combat the spread of this virus, to include practicing social distancing, wearing your mask at all times, limiting non-essential movement and placing a mask on ALL patients. These precautions are not optional.

NOTE: As of 0900 hours this morning 32 personnel were in quarantine with 21 having tested positive for COVID-19.

6. Due to the spike of COVID-19 cases and the need to keep our responders and the citizens we serve safe, effective Monday, November 23 Chief Green has suspended all SCBA fit testing for 30 days. As we get closer to the end of the 30 days, we will make a determination on whether the suspension will be lifted or extended.
7. New procedures have been put in place, effective November 17, for inventorying COVID-19 related PPE. Inventories must be completed by 1700 hours on Sundays and Thursdays. Supplies will be delivered to the respective Battalion Chief's office on Mondays and Fridays.

8. The County has recruited Inter-dynamics, Inc, a mental health provider, to conduct an assessment of mental health resources for the County's public safety agencies. All career and volunteer personnel are encouraged to complete a survey of mental health services. The deadline for completing the survey is Tuesday, November 24. The survey is anonymous and takes about 5 minutes to complete. The hyperlink to the survey can be found in the memo that was distributed on the matter.
9. Once again, the Department is partnering with the County Police and the Marine Corp for Toys for Tots. Collection boxes will be delivered to all stations and worksites next week. Toy distribution will be on Saturday, December 19, 2020 at Six Flags, 13710 Central Avenue. Everyone is encouraged to participate by donating a new unwrapped toy or helping on distribution day.
10. The DCFEMS has requested assistance to support the upcoming Presidential Inauguration on January 20, 2021. We are looking for engines and transport units (both BLS or ALS). Crews must meet our minimum staffing requirements and be in uniform. The exact reporting time has not yet been communicated, but expect an early arrival for security checks, event briefing and getting into position. No RED helmets. If interested, I ask the respective Chiefs to submit the unit designation, crew member names and ID#s no later than Monday, November 23 to be considered. More details will be provided to those units when they become available.
11. CY2020 will come to a close soon. To date we have only received a handful of award nominations. Everyone is reminded to submit nominations electronically for events that occurred between January 1, 2020 and December 31, 2020 directly to Jennifer Donelan, Director of Public Information at jadonelan@co.pg.md.us , with a copy to Amanda Davis at amdavis@co.pg.md.us . Please make sure your members get the recognition they deserve.
12. General Order updates:
 - *General Order # 05-01 Emergency Medical Services Operations* – proposed revisions have been reviewed by the General Order Work Group and the Stakeholders Group. We are preparing the General Order for review and signature by Chief Green.
 - *General Order # 01-13 Canteen 801 and Rehab Support Unit 800* has been forwarded to the Stakeholders Group for review, with comments due by the close of business on December 1.
 - *General Order # 04-11 Re-Entry to Emergency Operations Skills Program* – the Department is currently reviewing comments received by the General Order Work Group and the Stakeholders. Final revisions will be made as appropriate.
13. "Food on the Stove" is a firefighter funded 501c3 non-profit organization that provides firefighters with the tools and resources to help them live a healthier lifestyle through enhanced nutrition and exercise. This Thanksgiving, "Food on the Stove" will deliver one turkey for each fire station to support the career and volunteer personnel serving the community on Thanksgiving Day. The turkeys will be delivered to the respective Battalion Chief office

Thanksgiving morning. The Battalion Chief will provide each station with instructions on where and when to pick them up Happy Thanksgiving, Stay Safe and Eat Healthy!

Commissioner / Chairman Breen (Bobby) -

- Progress.

Commissioner Vice Chair Kuenzli (Randy) -

- Requested FF1 equivalency approval for Paul Kowalski from Kentland (Co. 33) - **Motioned and Approved.**
- Presented an Expenditure Request for Mt. Rainier (Co. 3) for \$9,363.40 to replace office furniture - **Motioned and Approved.**
- VRS is live via Target Solutions. Details and instructions have been sent out from the Commission office via the Chiefs and Presidents email list. After physicals, County email Accounts are setup and assigned via IMD, then Bonnie will contact the individuals with further directions to setup/access their Target Solutions accounts. See previous memo sent out earlier this month. Noted CPR training is up to the individual to obtain, there are several options outlined.
- With Fit Testing suspended, starting on 11-23-2020, concerned that the VRS process will stall. Asked Chief McClelland if the Fit Testing could be waived for VRS / Red Hats, so they can continue and participate. Chief McClelland stated he would ask Chief Green, as advise.

Commissioner / Secretary Wilson (Rick) via Commissioner Mellits (Pete) -

- Requested that the November 4th, 2020 minutes be approved - **Motioned and Approved.**

Commissioner King (Buddy) -

- Requested approval of the LOSAP 2016 annual report for Oxon Hill (Co. 21) as corrected - **Motioned and Approved.**
 1. LOSAP Award request - Claire Chaney, age 70, 10 years of service.
 2. LOSAP Award request - Doris Lehman, age 70, 10 years of service.
 3. LOSAP Award request - Wanda Lewis, age 70, 10 years of service.

Commissioner Captain Chandler (Michelle) -

- Progress.

Commissioner Mellits (Pete) -

- Assisting Companies with SERFs and Speed Letters for specific equipment and tools.
- Gentle reminder for Companies to research their needs to utilize/spend their tool and uniform SERF funds. The sooner in the fiscal year, the better.
- When getting quotes from vendors, please request that quotes be valid for 60 to 90 days.

Commissioner McSwain (Kenny) – Excused.

PGCVFRA President Whipple (Vic) –

- Thanked all for their support regarding Joe Robinson's funeral.
- Asked about the Fire Commission appointment status. Chair Breen noted he was making an effort to understand what happened and seeking to find a resolution.

- There was a budget breakdown distributed at the Chief's staff meeting, by Ms. Fair, can the Fire Association get a copy? Chair Breen said yes.
- No Fire Association Board meeting this month.
- The County has a hotel for Career members to stay, that become infected with COVID-19. Is this hotel available for live-in members at Volunteer stations, that need to quarantine?

Chair Breen called upon the two Fire Association Vice Presidents and the Association Auxiliary President for any reports, none were present.

Q&A -

- Mr. Melito, Bentwood (Co. 4), questioned Chief McClelland - why are members receiving requests for private health insurance information, so the County can file claims for Volunteer members, for the COVID-19 testing costs? Chief McClelland stated that there are no costs to the individual, and the County will not seek any payment if there is a co-pay. Commissioner Mellits asked – given this testing was mandated by the County, the costs should be borne via the mandate, not the individuals. Why should the private insurance information be sought?

From Floor –

- Mr. Underwood, Branchville (Co. 11), asked about the status of the Station Management check issuances. Chair Breen stated there are delays at Fiscal Affairs and he was going to inquire. Will advise.
- Mr. Lutz, Glenn Dale (Co. 18), noted that the January, 2021 MSFA Executive Committee meeting has been canceled.
- Mr. Lutz, Glenn Dale (Co. 18), noted that the MSFA office building in Annapolis at 17 State Circle; will be receiving a fire sprinkler system install, in the coming month(s).
- Mr. Johnson, Brandywine (Co. 40), noted he will be collecting bikes on the southside, for the Fire Association Annual Christmas Bike Drive.
- Mr. Trader asked if he could be added to the Fire Commission email distribution list.

Chaplain Margaret Cooke provided a brief benediction and Chairman Breen requested a motion to adjourn @ 8:11 pm.

Minutes were recorded and typed by Commissioner Mellits for Commissioner/Secretary Wilson.

Approved 