

Fire Commission VIRTUAL Meeting

January 6th, 2021

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

Chaplain Hetz (Harry) - opened the meeting with a brief invocation prayer, the pledge of allegiance and the Chaplain's Report.

DFC Frankel (Brian) – Provided a briefing regarding the COVID vaccine process. Please see Chief Green's memo for details. Contact Amy Gunn algunn@co.pg.md.us if you have questions.

Office of the Fire Chief DFC McClelland (Jim) (Provided via email)

1. DFC Brian Frankel provided the following update on COVID-19 testing and vaccinations. The EMS Duty Officers will be able perform a 15 minute rapid antigen test and the ePCR COVID-19 Test. MIEMSS has approved our paramedics to administer COVID-19 vaccinations. Vaccinators have been trained and vaccinations have started for operational career and volunteer members. Approval was granted to schedule 150 members during the weekdays and 300 members on Saturday. The time slots are open to career and volunteer operational members and are first come, first serve. You can contact Amy Gunn to schedule at ALGunn@co.pg.md.us . Non-operational members will be taken care of in another tier.
2. On behalf of the Office of the Fire Chief, we send our condolences to Co. 32 and all of the County fire service on the passing of Chief Finamore. Funeral information will be announced tomorrow.
3. Effective January 3, 2021, Captain Chandler has been reassigned to the position of Acting Battalion Chief for Operational Safety. I thank Chief Chandler for her hard work in VSC and will miss her. However, I am happy she is taking this opportunity. Lieutenant Steve Mandragos joins VSC as the new Executive Officer.
4. Effective today, we are asking all companies to submit all of the their SERFs for items under Agile Office Supplies, Agile Toner Cartridges and Agile Speed Letters separately, the same as you do for separating Stores Items from Speed Letters. These take different paths once they go to Logistics and things are getting missed. We will work with JR Bigony to make some adjustments to the SERFs.
5. The payment request has been processed for the FY2021 1st Quarter VSE Incentive Funds. They will be deposited in your Station Management Fund accounts soon. The documentation for the FY2021 2nd Quarter payment is due by the close of business on Friday, January 15, 2021.
6. There are a couple of new hires that started this week. Ms. Aija Sills-Coates is the new Volunteer Recruiter. She is a contract employee and is located in the Fire Commission Office at the Fire Services Building. Mr. Demitri Kornegay is a part-time Counselor in the EAP/VAP Office, located in the RMS Building.

7. Everyone is reminded to wear face masks and practice social distancing. As of this morning there are **23** career / volunteer members in quarantine and **14** have tested positive.
8. The suspension of SCBA fit tests has been extended due to the COVID-19 numbers. This is for the protection of the fit testers and the members being fit tested.
9. This week, Public Safety Communications has started reprogramming mobile and portable radios in an effort to maintain inter-operability with Montgomery, Calvert and Howard Counties. In addition, additional zones are being added for the Metropolitan Washington Airport Authority (MWAA) and the National Capital Region (NCR) inter-operability zones. Reprogramming is scheduled to be completed in early February. Please make sure your radios are available when your station is scheduled. Volunteer Chiefs that are unable to get their radios reprogrammed on their scheduled date can coordinate with Captain Snyder in ESC to schedule.
10. General Order updates:
 - **General Order # 04-11 Re-Entry to Emergency Operations Program** – the review process has been completed. Will review comments with the Emergency Services Command and the Training & Leadership Academy next week, then finalize for signature.
 - **General Order # 05-29 Ready Reserve Transport Units** – review of this revised general order is complete. The General Order Work Group and the Stakeholders Group had no comments. This general order will be prepared for final signature by Chief Green.
 - **General Order # 08-24 Reasonable Accommodations Request** – this general order was previously titled Employees and Volunteers with Service Animals in Fire/EMS Department Work Areas. Revisions are currently being reviewed by the Stakeholders Group with comments due 01/08/21. The General Order Work Group had no comments.
 - **General Order# 08-09 Non-Service Connected Temporary Disability and Light Duty** - revisions are currently being reviewed by the Stakeholders Group with comments due 01/11/21. The General Order Work Group had no comments.
 - **General Order # 08-06 Employee and Volunteer Assistance Programs** - the General Order Work Group completed their review on 12/30/20. Health & Wellness is reviewing a minor comment before the general order is forwarded to the Stakeholders for review. We anticipate that it will go to the Stakeholders for review this week.
 - **General Order # 04-03 Volunteer Recruit Training** – the General Order Work Group has completed their review of the proposed revisions and we working to resolve some the language before sending to the Stakeholders Group for their review. I anticipate sending to the Stakeholders next week.
 - **General Order # 08-04 Lactation Policy** – this new draft general order is currently being reviewed by the General Order Work Group. Comments are due 01/19/21.
 - **General Order # 08-16 Reporting On-the-Job Injuries** – this draft revision will be forwarded to the General Order Work Group tomorrow for their review, with comments due 01/21/21.
11. There are three (3) Applications for Introducing a Vehicle Into the Fleet that have been approved by Chief Green and are ready for the Fire Commission to review and consider for approval:

- Co. 8 – a new utility vehicle. This new vehicle will be fueled, maintained and insured by the County.
- Co. 9 – a replacement ambulance. This project includes the purchase of a new chassis purchased from a County grant through the Town of Bladensburg and the rehab / remount of the patient compartment on the new chassis. When the new unit arrives M31609 will be removed from the fleet. The new unit will be fueled, maintained and insured by the Volunteer Corporation.
- Co. 12 – a new engine which will allow the rotation of their oldest engine, currently used as Foam Unit 812, to be rotated out of the fleet. The 2002 American LaFrance (M00123) would then be repurposed as the Foam Unit. The new engine would be on County fuel, maintenance and insurance and the current Foam Unit (M00102) to be removed from the fleet when the new engine arrives.

Commissioner Acting Vice Chair King (Buddy)

- Requested approval for the LOSAP 20202 annual reports (as corrected) for Bowie (19) and Chapel Oaks (38) – **Both Motioned and Approved.**
- Requested LOSAP approval for Robert Johnson (38) for 36 years of service credit effective 4/1/2020. 2020 - **Motioned and Approved.**
- Requested expenditure approval for Greenbelt (35) to pay \$2499 for vehicle body repairs. - **Motioned and Approved.**
- Requested expenditure approval of \$2500 for Greenbelt (35) to pay 1Q insurance. - **Motioned and Approved.**
- Requested expenditure approval of \$2500 for Greenbelt (35) to pay 2Q insurance. - **Motioned and Approved.**

Commissioner/ Secretary Wilson (Rick)

- Requested FF1 equivalency approval for Thomas Horton (14). Commissioner Kuenzli has reviewed the paperwork and said everything is in order via email. - **Motioned and Approved.**
- Requested approval for the Commission Meeting minutes for December 2nd and 16th - **Motioned and Approved.**

Commissioner/ Chairman Breen (Bobby)

- Introduced Ms. Aija Sills-Coates (ascoates@co.pg.md.us), the new volunteer recruiter.
- Congratulated Captain Chandler on her new assignment and expressed appreciation to her for her work on the commission.
- Requested FF1 equivalency approval for Wesley Liberto (33) and Dalton Martin (27) – **Both Motioned and Approved**
- Requested approval for Company 21 (Oxon Hill) to modify their current 508 project to use funding to rehab of their pumper. - **Motioned and Approved**
- Requested approval to add the three (3) applications for introducing a vehicle into the fleet from DFC McClelland's report above for company's 8, 9, and 12. – **All Motioned and Approved**
- Requested approval for Company 10 (Laurel) to add a support vehicle to the fleet with fuel, maintenance, and insurance to be paid by the corporation. - **Motioned and Approved**
- Requested approval for Bowie VFD to make a \$11,000 station management funds account transfer from the station 39 account to the station 19 account. - **Motioned and Approved**

Commissioner Vice Chair Kuenzli (Randy) – remains on administrative leave.

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. Several companies have asked for their balances, any Commissioner can do that or I am happy to assist as needed.
- When getting quotes from vendors, please request that quotes be valid for 60 to 90 days, 30 days minimum.
- Question to Chief McClelland – the fire equipment contracts with the County expire on 1-9-2021, have they been extended?
- Tool purchases should be submitted by February.

Commissioner Captain Chandler (Michelle) – Expressed appreciation for good wishes on her promotion to Acting Battalion Chief.

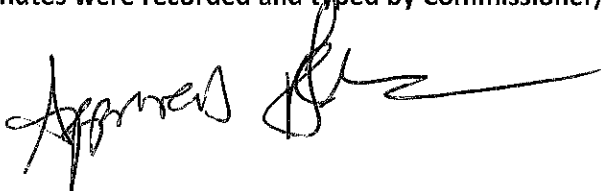
Commissioner McSwain (Kenny) – Excused

PGCVFRA President Whipple (Vic) – Welcomed Ms. Aija Sills-Coates in her new role as recruiter and provides reminders for upcoming association events.

Q&A - Discussion of upcoming Commission nominations and election. Please see email from Commission office for details.

Chaplain Hamilton (Margaret Ann) - provided a brief benediction and Chairman Breen requested a motion to adjourn @ 8:44 pm

Minutes were recorded and typed by Commissioner/Secretary Wilson.

A handwritten signature in black ink, appearing to read "Approved" followed by a stylized signature.