

Fire Commission VIRTUAL Meeting

March 3rd, 2021

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

The following commissioners participated on this call: Breen, Kuenzli, King, Mellits, Chandler, & Wilson

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

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

1. As of this morning there are **3** career / volunteer members in quarantine and **3** have tested positive.
2. REMINDER - Effective March 1, 2021, the Department has:
 - Restarted fit testing. Members can schedule a fit test at Apparatus Maintenance using the online scheduler. Mobile fit testing equipment is also available for scheduling by qualified fit testers. Anyone with an expired fit test must be compliant by July 1. Don't wait until the last minute to schedule a fit test. As of March 1 there were **543** non-compliant volunteers.
 - Added time slots on Monday and Wednesday evenings for fingerprinting new applicants.
 - Fully reopened Logistics during regular business hours, Monday through Friday (0700 to 1530 hours) for picking up PPE. However, an appointment is still required.
 - We are still in a health emergency. County facilities remain closed to the public and **no other restrictions have been lifted**. We will continue to monitor the situation and lift others restrictions when we can.
3. The Volunteer Recruiter position is vacant again. A job announcement is posted on the Indeed and the County's website. The job posting will remain open until March 19, 2021. If anyone station has any upcoming scheduled meeting with the recruiter, it is canceled.
4. The Fire Commission MOU Review Committee has completed it's review of the document. The document has been sent to Chief Green, with a recommendation to share it the Stakeholders.
5. In November 2020, the Department transitioned from an in person Volunteer Recruit School (VRS) to an online version on Target Solutions. General Order # 04-03 was issued, updating the policies and procedures, based on this transition. There are in-station practical components that must also be completed before new members are complete. To date **only one member** from Berwyn Heights VFD – Co. 14 has completed both the online training and in-station practical skills and the required documentation submitted to the Fire Commission office. Chiefs and Presidents must review where their members are in this process and get everything completed and documentation submitted.
6. Chiefs and Presidents are reminded that new members must follow the sequence of actions in General Order # 04-03 Volunteer Recruit Training for getting their PAT / ID card, PPE and SCBA face mask. New members are showing up at Apparatus Maintenance to get a SCBA face mask before they get their PPE, without the appropriate paperwork and needing to shave. They will be turned away.

7. Thank you to those female members that participated in the photo shoot this past weekend at Station 16. The photos will be used for an upcoming Women's History Month project. There was great volunteer representation.
8. Listed below are progress updates to General Orders:
 - General Orders that have completed the review process and have been forwarded to Chief Green for review and approval:
 - GO # 08-04 Lactation Policy
 - GO # 08-16 Reporting on the Job Injuries
 - General Orders that have completed the review process and are being prepared for review and signature by Chief Green:
 - GO # 04-14 Probationary Firefighter Study Course
 - GO # 04-11 Return to Emergency Operations Skills Program
 - General Orders currently being reviewed by the General Order Work group:
 - GO # 06-11 Acting Volunteer Command Officers – comments due 3/16/21
 - GO # 06-37 Emergency Incident Gross Decontamination – comments due 3/17/21

Commissioner/ Chairman Breen (Bobby) -

- Requested expenditure approval for \$5281.50 for Morningside (27) to pay 3Q Insurance - **Motioned and Approved**
- Requested expenditure approval for \$3128 for Morningside (27) to buy uniform t-shirts - **Motioned and Approved**

Commissioner/ Chairman Mellits (Pete) – (report provided via email)

- 2-20-21 Participated with the Fire Commission Station Management Funds Audit.
- 2-22-21 Attended the State Delegate Legislative Caucus afternoon coordination call, virtually.
- 2-26-21 Attended the weekly MSFA Legislative morning coordination call, virtually.
- Assisting Companies with EARs, 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.

Due to the inability to maintain good order on the conference call, making it impossible to hear the participants, Chairman Breen made a motion to adjourn @ 7:45 pm - Seconded and Approved

Minutes were recorded and typed by Commissioner/Secretary Wilson.

