

Fire Commission VIRTUAL Meeting

June 2nd, 2021

The meeting via TELECONFERENCE, with approximately 56 virtual participants, was gavelled to order by Chairman Breen at 7:30 pm. A sign-up sheet was not available.

Chaplain Ron Block – kindly opened the meeting with a brief invocation prayer and the pledge. The Chief Chaplain's report will be provided separately.

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

1. We have had a number of recent comments regarding volunteer applicants having to schedule another physical appointment with the cardiologist for the stress test or the length of time it is taking to get results back from Concentra. The Department will be scheduling another meeting with Concentra to discuss contract performance and expectations. However, as previously reported, all fire companies should know and applicants should be made aware, that not all physical examinations will have the stress test performed by Concentra on the day of their physical. Only applicants that are "low risk" have their stress test performed at Concentra. Applicants that are "medium to high risk" must be done at the cardiologist office based on State law. Oftentimes, the level of risk is not determined until the day of the applicants physical based on their examination, so there is no advanced notice.
2. Effective Friday, May 28 at 5pm many COVID-19 restrictions were lifted by the County Executive. Some restrictions remain in place for the Fire Department, as County facilities are still closed to the public. These decisions are based on direction by the Health Department, not the Fire Department. However, we do expect more restrictions will be lifted in the next few days and we will update everyone when that happens.
3. We are looking to conduct a second interview with a potential candidate before making an offer to fill the Volunteer Recruiter position very soon.
4. It is anticipated that the FY2022 Operating Budget will be loaded into SAP on June 15, 2021. Stations can start submitting SERFs to their respective Fire Commissioner for review and approval at that time. Next week, the following information will be provided to each station for preparing SERFs:
 - JR Bigony has updated SERF to be used by all.
 - Updated vendor contract information will be forwarded for use as a reference and for obtaining quotes for speed letters.
 - Effective June 15, 2021 all purchases for office supplies must have quotes from both of our office supply vendors, Agile and Rudolph. We have found that depending on the item and/or vendor there can be significant price differences.
5. On June 12, the Department's license agreement with G Suite expires. The Department will be migrating all of the volunteer email accounts to the Microsoft Office 365 platform. Transitioning from G suite to Microsoft Office 365 will be a significant cost savings and will solve RMS login issues, since volunteers will be included in the County's Active Directory. We will keep everyone updated as this transition progresses. Any volunteer that has files stored on a Google Drive, they should be saved on a thumb drive that can be downloaded in Microsoft once your new account is active. Any emails that you want to save should be forwarded from your Gmail account to a personal account, so it is not lost. This transition is coming quick, so pay attention to all updates.
6. Thanks to those 26 corporations that provided information on Gmail and Target Solutions accounts that can be closed out, as requested. To date we have freed up hundreds of accounts

for new members and cleaned up the list of accounts that will not need to be set up in Microsoft Office 365. About 75% of the corporations have complied. The deadline was May 3. The companies that still need to provide updates include Co. 7, 8, 13, 17, 20, 28/48, 29, 32/47, 37 and 38.

7. Once we migrate to the County email using Microsoft Office 365, you will still temporarily use your pgfdvol.org email address as your login for Target Solutions. The next phase will be to focus on changing your login for Target Solutions.
8. A reminder that on Saturday, June 12 at 0001 hours to Emergency Room at Prince George's Hospital will shut down and will re-open at the new hospital at 0800 hours. The new University of Maryland Capital Region Hospital Center is located at 901 Harry S. Truman Drive North in Largo. The hospital has contracted with an ambulance service to transport patients to the new location. However, the Department will have one ALS unit available to assist in an emergency.
9. Listed below are progress updates to General Orders:
 - General Orders that have been reviewed by the General Order Work Group and are now assigned to the Stakeholders' Group for review and comment:
 - GO # 01-28 Fire Commission – This general order replaces the Fire Commission MOU that expired on May 7, 2021. Comments are due by the close of business on Monday, June 7, 2021.
 - GO # 11-06 EEO Policy – This is a revision to the existing policy. The Work Group had no comments. Comments are due by the close of business on Thursday, June 17, 2021.
10. I will be out of town on vacation beginning on Saturday, June 12 and will return to the office on Monday, June 21. During my absence Volunteer Assistant Chief Breen will be covering VSC or you can reach out to Lt. Steve Mandragos. Lt. Mandragos will send out the next Fire Commission meeting invite, so he can moderate the meeting.

Ron Block/Southern Maryland Insurance – requested that a representative from each corporation be sure to contact him as soon as possible to set up their annual insurance coverage update meeting. Ron can be reached at 410.279.0849 cell or in the office at 301.390.0099 ext. 1103. PLEASE NOTE Ron's New Email >>> rblock@hilbgroup.com

Commissioner Breen/Chairman (Bobby) -

- Requested expenditure approval of \$5,329.75 for Silver Hill (29) to pay their 4Q insurance premium. - **Motioned and Approved**

Commissioner/ Vice Chair Kuenzli (Randy) -

- Request FF1 equivalency approval for Sean Perry (14) - **Motioned and Approved.**
- Requested expenditure approval of \$3,450 for Bladensburg (9) to purchase a replacement fan. - **Motioned and Approved**
- Requested expenditure approval of \$6,102.42 for Bladensburg (9) to purchase a replacement Thermal Imager. - **Motioned and Approved**

Commissioner/ Secretary Wilson (Rick)

- Requested that the May 19th, 2021 minutes be approved. - **Motioned and Approved.**
- Requested expenditure approval of \$2,728.50 for Hyattsville (1) to pay their insurance premium. - **Motioned and Approved.**
- Requested expenditure approval of \$3,275.00 for Hyattsville (1) to pay for emergency facility repairs due to a bird infestation. - **Motioned and Approved.**

Commissioner King (Buddy)

- Requested LOSAP research approval for Dekelbaum, Steven of Chillum-Adelphi (34) for 0/zero years of service credit - **Motioned and Approved.**

Commissioner/ Battalion Chief Chandler (Michelle) - No report tonight.

Commissioner Bolden (Jonathan) – Attended a meeting with Chairman Breen @ Bladensburg (29)

Commissioner Surlis (Vanessa) –

- Requested expenditure approval of \$6,800.00 for (Accokeek (24) to pay their insurance premium. - **Motioned and Approved.**
- Attended a meeting to discuss this year's career/volunteer Fire/EMS valor awards. Encouraging all companies to review this past year's incidents for candidates.
- Trying to set-up meet and greets at her companies to get to know them and hear any issues. Please contact her to schedule. @240-223-7371 or vsurlis@gmail.com

Commissioner Smalls (Fred) – No report tonight.

Commissioner Holbert (Antwan) – No report tonight.

PGCVFRA President Whipple (Vic) –

- Reminded everyone that company meeting are permitted, effective 1 June 2021. He is expecting continued relaxation of COVID restrictions in the coming weeks.

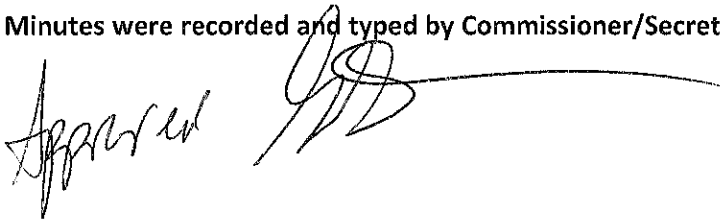
PGCVFRA 1st Vice President Jordan (Jeramie) – NSTR

PGCVFRA 2nd Vice President Lutz (Lee) – NSTR

Q&A – No questions tonight.

Chaplain Frank Underwood - provided a benediction and Chairman Breen requested a motion to adjourn @ 8:00 pm.

Minutes were recorded and typed by Commissioner/Secretary Wilson.

The image shows two handwritten signatures in black ink. The signature on the left is written in a cursive style and appears to read 'Approved'. The signature on the right is more stylized and appears to be 'Wilson', likely the Commissioner/Secretary mentioned in the text above.