

Fire Commission VIRTUAL Meeting

July 7th, 2021

The meeting via TELECONFERENCE, with approximately 48 virtual participants, was gaveled to order by Chairman Breen at 7:29 pm. A sign-up sheet was not available.

Chaplain Underwood (Frank) – 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)

1. Fiscal Affairs is currently working on closing out FY2021 Operating Budget. The total FY2021 Operating Budget was \$26,687,800 and to date we have spent 98% of it. Additional invoices are being processed until July 31, 2021.
2. Each corporation was requested to identify up to four (4) ePCR Compliance Officers by July 2, so a final list could be forwarded to Lt. Hasan, the Ambulance Billing Coordinator. The ePCR Compliance Officers will be responsible for reviewing patient care reports to make sure they are accurate and complete. The members will receive training. To date we have not heard from Co. 5, 13, 23, 24, 25, 29, 35, 36, 37, 38, 40, and 55. The first training session is being held tonight.
3. The Department has hired a Medical Director and Associate Medical Director. They are Dr. Daniel Goltz and Dr. Jeffrey Uribe. Our Public Information Office will put out something soon introducing them. You may find them out in the field.
4. Currently, the plan is for all County employees to return to work at their respective offices on August 2. All County facilities are expected to open to the general public at the end of August.
5. It was discovered that a safety feature designed to let the officer and driver know that someone was not seated and belted had electrical connections that had been intentional or unintentionally disconnected. If the electrical connections tied to the seat pressure switch (indicating someone is sitting in the seat) and/or the seat belt is disconnected, the alarm will not work. All of this information is collected electronically by the apparatus "black box". This was discovered when the "black box" was downloaded on a unit after an accident and it indicated that no one was sitting in any of the seats or was buckled because all of the sensors were disconnected. This is a safety issue and any willful disabling of safety devices will not be tolerated. More information will follow soon on this matter.
6. The Fire Commission and VSC continue to monitor and address issues related to the physical examinations at Concentra. A meeting has been scheduled to address some new issues and follow up on other matters. Please continue to report any recent issues and give us the details like name, dates, etc. Concentra is also reporting an increase in the number of no shows across all public safety agencies. We ask each corporation to monitor applicant physical examination appointments and remind them of upcoming appointments. Missed appointments cost money and waste an appointment slot that could have been filled by another applicant.
7. A second interview is being scheduled with a potential candidate and Chief Green and Commissioner Breen.

8. The FY2021 Volunteer Staffing Incentive (VSE) – 4th Quarter payment request was forwarded to Fiscal Affairs for processing on June 28.
9. The migration of volunteer email accounts from G Suites to the Microsoft Office 365 platform is complete and all new volunteer accounts have been caught up. All request for new volunteer email / Target Solutions accounts are submitted to the Office of Information Technology (OIT) on Mondays. We can take a look at adjusting this frequency if the demand is there. We are no longer paying for the pgfdvol.org email accounts and they can be shut off at any time by the vendor.
10. The Department and Fire Commission are working with the County's Office of Information Technology (OIT) to develop a program(s) for tracking volunteer on-duty time and riding position on apparatus, as well as, track participation for the purposes of LOSAP reporting. Paul Brown (TISO) will be the Department's project manager and Commissioner Breen and I will serve as Subject Matter Experts (SME). A kick off meeting has been scheduled for Wednesday, July 14.
11. A Proposal Analysis Group (PAG) has been established to develop a scope of work and evaluation criteria for requesting proposals for insurance coverage for the volunteer corporations. I am chairing the PAG. Other members include Angela Fair (ASC-Fiscal Affairs), Frederick "Rick" Schnabele (County Risk Management), Bobby Breen (Fire Commission) and Ricky Riley (Apparatus Maintenance).
12. The Ambulance Billing Run Reconciliation and Denial Reports for May 2021 have been distributed to the stations for review. Fiscal Affairs has the May 2021 Split Fee Reports and is preparing the May Collection Reports for the respective stations now.
13. The FY2022 Station Management Agreement for the Ladies Auxiliary to support the Canteen and Rehab Support Units has been fully executed. Copies have been distributed.
14. Chief Green will be out of town July 10 through July 14 with DFC Hughes covering and July 27 through July 31, with DFC McClelland covering.
15. Listed below are progress updates to General Orders:
 - General Orders that have completed the review process and awaiting the Fire Chief's approval:
 - GO # 01-28 Fire Commission – This general order replaces the Fire Commission MOU that expired on May 7, 2021. The Fire Chief met with Commissioner Breen and President Whipple to review comments and concerns. Some edits have been made and were forwarded to Chief Green today for review. If all edits have been captured we will review them with Commissioner Breen and President Whipple again.
 - GO # 11-06 EEO Policy – This is a revision was approved by the Fire Chief and issued today.
 - General Orders that are being forwarded to the General Order Work Group for their review and comment:

- GO # 11-17 Conflict Resolution Policy – This is a new policy, replacing the existing Peer Mediation Policy. It is anticipated the this draft General Order will be forwarded to the Work Group by July 9, 2021, with comments due no later than July 23, 2021.

Commissioner Breen/Chairman (Bobby) -

- Made a motion to approve another special COVID LOSAP points award due to closed fire stations. The award will be up to 36 points and requires 3 conditions be met: 1) volunteer must be a member in good standing, 2) must not be under any disciplinary action and 3) the volunteer must have been awarded LOSAP points in both of the previous 2 years. - **Motioned and Approved**
- Requested approval for replacement engine for Morningside (27) - **Motioned and Approved**

Commissioner/ Vice Chair Kuenzli (Randy) -

- Requested FF1 equivalency approval for the following individuals; Michael Lowman (10), Sondai Bem (14), Jared Kirchner (14), Colyn Iden (27), John Arisman (33), Joseph Espino (33) - **All Motioned and Approved.**

Commissioner/ Secretary Wilson (Rick)

- Requested that the June 16th, 2021 minutes be approved. - **Motioned and Approved.**

Commissioner King (Buddy)

- Requested LOSAP Awards for Edward Oblas (19) effective July 1 2021 for 25 years and John Perrault (19) effective July 1 2021 for 25 years. – **Both Motioned and Approved.**

Commissioner/ Battalion Chief Chandler (Michelle)

- Requested expenditure approval of \$20,000 for Glendale (18) to purchase rescue struts - **Motioned and Approved.**

Commissioner Bolden (Jonathan) – No report tonight.

Commissioner Surles (Vanessa) – No report tonight.

Commissioner Smalls (Fred) – No report tonight.

Commissioner Holbert (Antwan) – No report tonight.

PGCVFRA President Whipple (Vic) –

- Voiced his opinion at the recent meeting with Chief Green that he is opposed to changing the Fire Commission MOU into a General Order

PGCVFRA 1st Vice President Jordan (Jeramie) – NSTR

PGCVFRA 2nd Vice President Lutz (Lee) – NSTR

Q&A –

- Query and discussion regarding the updating the Concerta paperwork process and appeals process

Chaplain Underwood - provided a benediction and Chairman Breen requested a motion to adjourn @ 8:08 pm.

Minutes were recorded and typed by Commissioner/Secretary Wilson.

