

Fire Commission VIRTUAL Meeting

October 20th, 2021

The meeting via TELECONFERENCE, with approximately 41 virtual participants, was gaveled to order by Vice Chairman Kuenzli at 7:25 pm. A sign-up sheet was not available.

Chaplain Hamilton (Margaret Ann) – 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. I am currently reviewing the documents submitted so that M#'s can be assigned to make sure the information is complete before sending it to Apparatus Maintenance. The information was due by the close of business on Friday, October 8. However, we are still waiting on some. The Volunteer Insurance PAG is in the final phases of development for the Request for Proposal (RFP) for Volunteer Insurance Coverage and vehicle information will be included in that document. Companies that still owe information include Co. 7,8, 9, 21, 27, 29, 40, 56/57.
2. The 1st Quarter payment request for FY2022 VSE Incentive Funds was sent to Fiscal Affairs on October 14 for processing. Those funds should be deposited soon.
3. Volunteer companies that were eligible to receive the 1st installment of the FY2022 Station Management Funds should have received those funds, with one exception. Co. 8's funds were previously held up, but the payment request has now be processed.
4. The FY2023 Budget School was conducted on October 13. County Agencies learned the County Executive's priorities and received instructions for preparing next year's Operating and CIP budgets. The Department has not yet received a target amount for the budget. However, there was a significant increase in fees from the Office of Information Technology (OIT) and Central Fleet.
5. All supervisors (career and volunteer) must ensure compliance with wearing face mask in all facilities owned or operated by the County, whether you are vaccinated or not, in accordance with the Executive Order. The only exceptions are if you are in an enclosed space by yourself or while eating / drinking and social distancing. Please follow all appropriate protocols. The quickest way to go back to some of the previous restrictions is to not follow direction.
6. All members with County emails should be going to the COVID-19 Vaccination Status Portal to enter their current vaccination status, regardless if you are vaccinated or not, and uploading your vaccination card if you have one. To date the response has been less than 1%, which is extremely low. Time is running out quickly. The link to the volunteer portal is <https://covid19portalfv.princegeorgescountymd.gov/> . If after one attempt and following the instructions previously sent, you gain access to the portal, please send a scanned copy (PDF) or picture (jpg file) to VolCovidVax@co.pg.md.us and VSC will enter the information for you. If you do not have a County email send your information to the email above and VSC will enter it. If you are requesting a reasonable accommodation for a medical or religious exemption you can enter that information into the portal as well. Additional information on requesting a reasonable accommodation can be found at <https://www.princegeorgescountymd.gov/4084/Reasonable-Accommodation-for-COVID-19>. The details of how the Department will maintain compliance with the Executive Order for mandatory vaccination or weekly testing is being finalized and distribution is imminent. Please do not delay entering your information enter the portal or forwarding it for someone to enter for you, as this information will determine who has access to the stations on a weekly basis.

7. Lt. Mandragos will be reaching to the Volunteer Chiefs to see what members remain to get a 2nd set of PPE in Phase 4. He will be forwarding the criteria to be use for prioritizing which members can be included.
8. *General Orders # 11-22 Volunteer Separation, 11-23 Volunteer Application Process and 11-25 Volunteer Inter-Departmental Transfers* have completed the review process. Over the next week, we will review the drafts and any comments with Chief Green before finalizing. The ultimate goal is develop an **eApplication** with the ability to upload supporting documentation and then submit the completed application package. This will take some time to develop.
9. *General Order # 05-08 Emergency Medical Care for Active Violence Incidents* is being concurrently reviewed by the General Order Works Group and the Stakeholders. Comments are due on Friday, October 22.
 - Originally developed in 2019, but implementation and joint training delayed because the County Police annual training calendar was already in place.
 - The PGPD implemented their “Active Threat Incidents” policy in late September without our knowledge.
 - On October 8, 2021, an active shooter incident occurred and our crews operated under warm zone integration procedures to sweep the building, escorted by police, to determine if there were any additional victims.
 - The Training & Leadership Academy has the lead for developing the required training.
 - The Department is procuring additional ballistic protection for each riding position on apparatus with an anticipated delivery in January 2022.
10. *General Order # 03-11 Standard Response Dispatch Procedures* will be re-issued soon with one minor edit. Under Section III. Call Types, Paragraph B Emergency Medical Services – Advanced Life Support Incidents, Item 4 - ALS2, the total required staffing is being reduced from six (6) to five (5). This minor edit is based on call type history and medical direction. No other changes to the General Order have been made and does not require full General Order review. The Department continues to review the dispatch logic for other EMS call types, which should not impact the General Order.
11. *General Order # 01-03 Chain-of-Command* currently does not authorize a Volunteer Chief officer to respond with their fire company beyond the first alarm, unless they are making up staffing on an understaffed unit. Effective immediately, the Department will pilot a policy allowing Volunteer Chief officers to request to respond on a Working Fire Dispatch that their respective company is responding to. The Incident Commander will approve or deny this request based on the needs of that particular incident.
12. The Emergency Services Command (ESC) is working on some proposed changes to *General Order 06-01 Standard Operating Procedures for Structural Fires*. It is anticipated that the draft will be forwarded to the General Order Work Group to start the review process within the next 30 days.
13. Hospital drop times (which is the length of time from when you arrive at the hospital to when the patient is off the cot) continue to be an issue. The Department is submitting an application to MIEMSS to use the “Direct to Triage Pilot Protocol” which should help. This pilot protocol is currently being used by Anne Arundel County and allows transport units to take low acuity patients directly to the hospital triage area and return to service. We will also be scheduling meetings with area hospitals to address the issue.

14. Public Safety Communications (PSC) has been working towards implementation of new computer software to dispatch incidents using a computer-generated voice. It is currently in the testing phase. It will be used on the main dispatch channel only for the initial dispatch. All other channels will have a human being assigned. The anticipated implementation is mid-November. The Duty Chiefs have a portable radio that is programmed for monitoring the computer-generated voice. If you happen to see the Duty Chief, ask them if you can listen to the channel for a few minutes.
15. On October 6, Volunteer Assistant Fire Chief Riley, conducted a session with Volunteer Chief officers on Command Officer Expectations. It was well received and well attended. Another session is being planned for front seat officers in mid-November. More information will follow.

Commissioner/ Vice Chair Kuenzli (Randy) -

- Requested approval for FF1 equivalency for the following six individuals: Tong Tong Gong (33), Ryan Basinger (33), Zachary Stroh (9), Armando Arroyo (9), Joseph Johnson (27), and Austin Osborn (14) - **Motioned and Approved.**
- Requested expenditure approval of \$3,830.10 for Bladensburg (9) to pay for annual hose testing. - **Motioned and Approved.**
- Requested expenditure approval of \$10,000 for Bladensburg (9) to pay for 2nd & 3rd quarter insurance premiums. - **Motioned and Approved.**

Commissioner Bolden (Jonathan) – (via email) Met with ocs/facilities to start the transition of CIP from chairman to myself. Obtained all listings of current and future projects.

Commissioner Holbert (Antwan) – Nothing to report

Commissioner Surlis (Vanessa) – Excused

Commissioner King (Buddy) (as read by Chairman Breen)

- Requested approval for LOSAP award for the following individuals: MATTISON, MICHAEL (33) for 36 years, effective 9/1/2021, REDDEN, RAYMOND (33) for 29 years, effective 10/1/2021, and WARREN, THOMAS (27) for 39 years, effective 9/1/2021 – **All Motioned and Approved.**
- Requested expenditure approval of \$8,240.75 for Branchville (11) to pay insurance premiums - **Motioned and Approved.**

Commissioner/Chairman Breen (Bobby) - Excused

Commissioner/ Secretary Wilson (Rick)

- Requested that the October 6th 2021 minutes be approved. Many thanks and appreciation to Battalion Chief Chandler for her kind support during my absence. - **Motioned and Approved.**
- Requested expenditure approval for College Park (12) of \$7496.85 for their annual company banquet. - **Motioned and Approved**
- Requested approval for the following Fire Commission Policy - **Motioned and Approved**

Excessive Station Management Program Fund Balance Policy

Purpose and Background

The Fire Commission is responsible for ensuring that public funding provided to volunteer corporations by the county is used in a timely and prudent manner.

Policy

Any corporation that, at the regularly scheduled August audit is found to have a Station Management Program account balance in excess of 100 % of the county provided funding during the prior fiscal year (i.e., station management + VSE deposits) will not be approved for funding disbursement until their account balance is spent down to an amount less than the previous year's station management deposits.

Should the Corporations account balance not be spent down to an appropriate level by the next semi-annual audit, then the Corporation will forfeit future disbursements until the Chairman of the Fire Commission receives verified proof of the account being within allowable limits.

A waiver to this policy may be granted at the August audit if the Corporation is able to provide written documentation that pending financial transactions will sufficiently reduce the account balance within 90 days to acceptable limits.

Commissioner/ Battalion Chief Chandler (Michelle) – Nothing to report

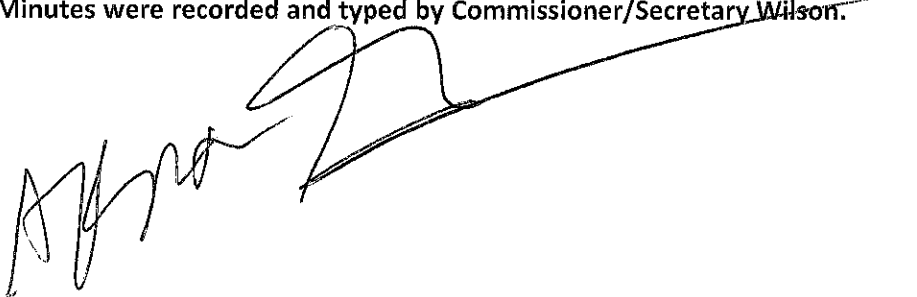
Commissioner Smalls (Fred) – Excused

PGCVFRA President Whipple (Vic) – Thanks members for attending Dan Greenstein's memorial service.

Q&A – Ron Block encourages everyone to pay their corporation's insurance premiums as promptly as possible.

Chaplain Hamilton (Margaret Ann) - provided a benediction and Chairman Breen requested a motion to adjourn @ 8:02 pm.

Minutes were recorded and typed by Commissioner/Secretary Wilson.

A large, stylized handwritten signature in black ink, likely belonging to Commissioner/Secretary Wilson, is written over the bottom portion of the page. The signature is cursive and somewhat abstract, with a long horizontal stroke extending to the right.