

Fire Commission Meeting

December 1st, 2021

Tonight's meeting, hosted at the Silver Hill Volunteer Fire Department, was gaveled to order by Chairman Breen at 7:30 pm.

Chaplain Shaw (Loretta) – 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. As of 1200 hours on Wednesday, December 1, 2021, of the **2,172** volunteer members listed in the database, only **975** volunteers have entered the COVID portal to report their vaccination status. This equates to approximately **45%** compliance. Any members who have not reported their current vaccination status please do so now. Of the **975** members who did respond: **938** are fully vaccinated, **10** were not fully vaccinated, **5** had requested religious / medical exemptions and **22** decline to answer. Of the **1297** volunteers that were expected to submit to weekly testing last week only **14** reported their test results. There are approximately **10** members that we are trying to resolve some issues so that can be reported. **Chiefs need to make sure that their core group of operational members are vaccinated or have been tested to avoid operational removal, so as not to impact operations.**
 - a. Information on how to administer the Abbott BinaxNOW COVID-19 Rapid Antigen Self-test has been forwarded to members of the Department and is also on Target Solutions (TS) for those members with a TS account. Members are reminded that **only** the self-test administered / witnessed at the station or at the test sites at the RMS Building or Co. 55, is accepted.
 - b. The link to the volunteer portal is <https://covid19portalfv.princegeorgescountymd.gov/> . If you are unable to enter the portal or do not have a County email address, just 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 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>.
2. Captain Mandragos continues to push out notices for members to pick up their 2nd set of PPE purchased from Phase 3 funding. Members should wait until they are directed to pick up their PPE. A reminder notice has been sent out for members included in the first batch to come a pick up their PPE.
 - a. On October 26, 2021, a request for information was sent to the Chiefs asking that they identify members to be considered for a 2nd set of PPE in Phase 4. The deadline for submitting was November 30. We received the requested information from seven (7) stations. We are moving ahead with the order.
3. All Chiefs, Presidents and Station Recruiters are reminded that all new applicants must complete their application in accordance with General Order # 11-23 Volunteer Application Process. The instructions are identified on the recruitment website. Applicants are showing without all of the additional documents requested which only delays the processing of the application. See the attached or website for instructions: <https://www.pgvolunteers.org/pfdapp/>

4. All stations / members are reminded that they need to complete the required annual EEO training by December 31, 2021. Stations can request a live training session (either in-person or virtual) or the members can complete "EEO Basics 2021" training online via Target Solutions (TS). Log in the TS, click of "Self-Assign" and scroll down to "Human Resources – EEO Basics 2021." If you have any questions, please contact C. Jaye Mills, EEO Officer, at 240-832-7511 or via email at cjmills@co.pg.md.us .
5. Mandatory annual training, required by the Office of Human Resource Management (OHRM), will be uploaded into Target Solutions this week for volunteers. The deadline for completion will be December 15, 2021. The required training includes:
 - County Safety Training
 - Workplace Harassment Prevention Training
 - Ethics Training
 - Language Access Compliance Training 101
6. The interview panel has conducted second interviews for two (2) potential candidates for the Volunteer Recruiter position. We are in the final steps of making a selection and job offer.
7. The following General Orders have completed the review process with no comments from the General Order Work Group or the Stakeholders. They have been forwarded to Chief Green for review and approval:
 - GO # 02-30 SCBA Approved for Use by Members of PGFD
 - GO # 02-32 Refilling SCBA Cylinders and Hydrostatic Testing
 - GO # 02-33 Loaner SCBA Face Pieces
8. The following General Order is being finalized and will be sent to Chief Green for review and approval soon:
 - GO # 02-31 SCBA Sanitizing and Maintenance
9. The following General Order has been forwarded to the General Order Work Group for their review. Comments are due December 14, 2021.
 - GO # 08-15 Wellness and Fitness.

Commissioner/ Chair Breen (Bobby) -

- Requested expenditure approval for Silver Hill (29) in the amount of \$2,700 for vehicle lettering. - **Motioned and Approved**
- Requested expenditure approval for Brandywine (40) in the amount of \$3,381 for 2Q insurance premium. - **Motioned and Approved**
- Requested expenditure approval for Brandywine (40) in the amount of \$6,598 for exhaust fans. - **Motioned and Approved**
- Requested expenditure approval for Ritchie (37) in the amount of \$4,285 to replace carpet. - **Motioned and Approved**

Commissioner/ Vice Chair Kuenzli (Randy) – (Via Email)

- On Commissioner Kuenzli's behalf, Chairman Breen requested approval of the following individuals for Firefighter 1 equivalency, Jeffry Branham (27), James Bayles (33), and Nicholas Keddy (33) – **All Motioned and Approved**

Commissioner Bolden (Jonathan) –

- 508 Policy Committee met this past Monday. There will be a detailed list and updated policy coming out soon. Bottom Line - if you don't have an approved 508 project you won't be getting any funding.

Commissioner Holbert (Antwan) – Nothing to report tonight

Commissioner Surles (Vanessa) –

- Requested expenditure approval for Clinton (25) in the amount of \$8,616 for insurance premium. - **Motioned and Approved**
- Requested expenditure approval for Allentown Road (32) in the amount of \$3,521.95 to buy recliners. - **Motioned and Approved**
- Requested expenditure approval for Allentown Road (32) in the amount of \$2,523.21 to repair exhaust fans. - **Motioned and Approved**

Commissioner King (Buddy)

- Requested approval of Glendale VFD (18) 2021 Annual LOSAP report as corrected – **Motioned and Approved**
- Requested LOSAP research approval for Edward Morgan (17) for 21 years of creditable service – **Motioned and Approved**

Commissioner/ Secretary Wilson (Rick)

- Requested approval of the November 17th 2021 minutes. - **Motioned and Approved.**
- Requested expenditure approval of \$2,895.50 for West Lanham Hills (48) to pay their 2Q insurance premium - **Motioned and Approved.**
- Requested expenditure approval of \$5,000 for West Lanham Hills (48) to pay for tax preparation and accounting services - **Motioned and Approved.**
- Requested expenditure approval of \$5,595 for Laurel VFD (10) to pay their 2Q insurance premium - **Motioned and Approved.**

Commissioner/ Battalion Chief Chandler (Michelle) – Working with 508 Policy Committee.

Commissioner Smalls (Fred) – Absent

PGCVFRA President Whipple (Vic) – provided a status on upcoming activities.

PGCVFRA First Vice President Jordan (Jeramie) – Nothing to report tonight.

PGCVFRA Second Vice President Lutz (Lee) – Convention planning for Ocean City in June is underway. MFSA may be changing names.

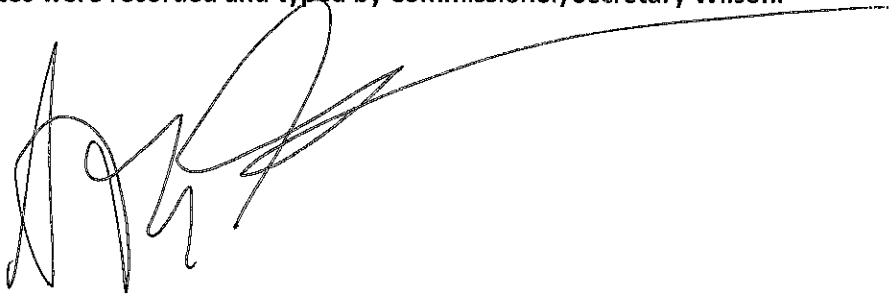
Q&A –

- Representatives from Kentlands Corporate Board made remarks to the group regarding some comments made at the 17 November 2021 meeting that did not reflect the core principals of their organization.
- Ron Block strongly encouraged all corporations to pay your insurance premiums as soon as possible. Delinquent policies are at risk due to nonpayment.
- Chairman Breen announced that the new Fire Commission leadership team starting on December 21 2021 will be Commissioner Bolden as Chairman and Commissioner Surles as Vice Chairman

- Vice Chairman Elect Surles thanked the Silver Hill Volunteer Fire Department for hosting tonight's meeting.

Chaplain Shaw (Loretta) - provided a benediction and Chairman Breen requested a motion to adjourn @ 8:16 pm.

Minutes were recorded and typed by Commissioner/Secretary Wilson.

A handwritten signature in black ink, appearing to be 'Wilson', with a long horizontal line extending to the right from the end of the signature.