

BOARD OF FIRE & RESCUE COMMISSION  
MONTHLY MEETING  
CHARLES COUNTY GOVERNMENT BUILDING  
COMMISSIONER MEETING ROOM  
THURSDAY, November 16, 2017

**Board Members in Attendance:**

Jack Conlon, Chairman	G.O. Lyon, Vice Chair
Bill Deer	Brent Huber
Tom Edwards	

**Board Members Excused:**

Edward Holland, III

**Board Members Absent:**

Commissioner Bobby Rucci

Meeting called to order at 7:06 PM by Chair

1. Approval of the October 16, 2017 Meeting Minutes. Motion made by Bill Deer to approve the October 16, 2017 meeting minutes as presented. Seconded by G.O. Lyon. All in favor.

Motion made by Tom Edwards to approve the October 16, 2017 – Executive meeting minutes as presented. Seconded by Bill Deer. All in favor.

2. Charles County Department of Emergency Services 3<sup>rd</sup> Quarter Response Report – Presented by Chief John Filer, Charles County’s Chief of EMS

January – September 2017 Countywide Performances:

Response Type	Total Requests for Service	Total Responses	Career Responses	Volunteer Responses	Success Rate
Fire	10,450	10,344	188	10,344	99%
EMS	21,685	19,641	12,648	6,993	91%

3. LOSAP Investment Portfolio – Presented by Tom Edwards. October 2017 report was read - account balance - \$15,150,788.45.
4. Letters of Information – CCVFA & CCAEMS - Read by Bill Deer – Fixed monthly expenses from the escrow account disbursed for October 2017. Approved by both Executive Associations.
5. Letter of Information – Indian Head VFD – Read by Tom Edwards – Replacement of Tower 9 Update.
6. Letter of Request – CCVFA (Waldorf VFD) - Read by Tom Edwards – Purchase of Cooling Towels, \$2,000 and Decon Towels, \$1,000 from health and safety escrow. Approved by both Executive Associations.

Motion to approve the purchase of the towels made by G.O. Lyon. Seconded by Brent Huber. All in favor.

7. Letter of Information – Charles County Rescue Squad – Read by Bill Deer – Donation received of Chevy Suburban.

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8. Letter of Intent – Charles County Rescue Squad – Read by Bill Deer – Replacement of Ambulance 517.
9. Letter of Information – Waldorf VFD – Read by Tom Edwards – Replacement of Electronic Sign in front of Fire Station #3 - \$31,180.05.
10. Letter of Request – Waldorf VFD – Read by Tom Edwards – Replacement of Windows and Doors at Fire Station #3 - \$60,000.00.

Motion to table this request made by G.O. Lyon. Seconded by Bill Deer. All in favor.

11. Letter of Request – La Plata VFD – Read by Tom Edwards – Replacement of Utility 1 - \$42,135.00 and Vehicle 1 - \$51,420.00 (Debated). Lynn Gilroy, Treasurer and Jason Moore, Fire Chief present.

Motion made by Bill Deer to un-table this item. Seconded by Tom Edwards. All in favor.

Motion to approve this request made by Tom Edwards. Seconded by Bill Deer. Discussion. All in favor. Stamped Approved.

12. CCVFA/CCAEMS FY2018 Budgets – presented by Tom Edwards. Disbursement \$8,581,521.00. Bill Deer read a letter from the EMS Association stating all stations have completed and passed “standards”.

Motion made to approve the disbursements by G.O. Lyon. Seconded by Brent Huber. All in favor.

Tom Edwards informed the Board there are a few issues with some department’s financial statements and they are working with the County to get them corrected.

13. G.O. Lyon informed the Board that we are past due a quarterly report from Newburg on Engine. Tom Edwards will follow-up with Newburg.
14. Lisa Yates presented an update of Newburg’s replacement of Ambulance 149 – Flying out for inspection in two weeks. Close to delivery.
15. Strategic Planning –Agreements being signed and the RFP will go out soon. The committee met with County Administrator, Mike Mallinoff and he is on-board.
16. Bill Smith informed the Board of two fires, each with fatalities yesterday.

With the holidays approaching, reminding everyone to check your smoke alarms on a monthly basis. If they are 10 years old they need to be replaced with the 10 year battery smoke alarms. Also, when deep frying your turkeys for Thanksgiving, to keep off of your decks. Fryers must be outside not inside the house or garages. While cooking on the stove/oven keep kids out of the kitchen. Lastly, keep space heaters 3 feet away from everything. Refill kerosene heaters outside and be careful not to refill with gasoline.

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All stations are collecting for Toys-for-Tots and are asking citizens to drop off new toys at any station or at the County Government building.

All stations are partnering with Community Services to feed 34 families during the holidays.

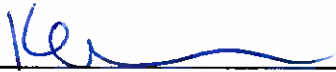
The Cadet High School Program – 10 passed the written EMT exam and doing very well. The State test is on December 8<sup>th</sup>.

If anyone would like to volunteer please contact your local station.


Happy Thanksgiving!!

Motion made by Bill Deer to adjourn the meeting at 8:01 PM. Seconded by Tom Edwards. All in favor.

Approval of the minutes made on December 21, 2017.



Kim Bender, Recording Secretary

  
~~John Conlon, Chair~~  
G.O. Lyon, Vice Chair