

BOARD OF FIRE & RESCUE COMMISSION  
MONTHLY MEETING  
CHARLES COUNTY GOVERNMENT BUILDING  
COMMISSIONER MEETING ROOM  
THURSDAY, JUNE 16, 2016

**Board Members in Attendance:**

G.O. Lyon, Chair  
Chuck Perry  
Bill Deer  
John Conlon

Tom Edwards  
Bobby Rucci  
Edward Holland, III *arrived at 7:15 PM*

**Board Members Absent:**

None

Meeting Called to Order at 7:03 PM by Chairman

1. Motion made by Bill Deer to go into executive session – pursuant to the State Government Article Section 10-508(a)(1) to discuss a personnel matter. Seconded by Chuck Perry. All in favor.
2. Motion made by Tom Edwards to close executive session. Seconded by Chuck Perry. All in favor.
3. Motion made by Bill Deer to go back into open session. Seconded by John Conlon. All in favor.
4. Motion made by Bill Deer to hire Kim Bender as the new Board Secretary. Seconded by Chuck Perry. All in favor.
5. Approval of the May 19, 2016 Meeting Minutes - correction to number 11 – add “County”, remove “and” - should read, Charles County Dive Rescue and correction to number 3 – add “increase” – should read, That is an increase in value. Motion made by Tom Edwards to approve the May 19, 2016 meetings as amended. Seconded by Bill Deer. All in favor.
6. LOSAP Investment Portfolio – The total balance of the LOSAP accounts as of May 31, 2016 is \$13,333,338.98. This is an increase in value from last month of \$24,621.71.
7. 2015 LOSAP Years of Services Reports were discussed. Motion made by Bill Deer to approve with exceptions noted. Seconded by Edward Holland. All in favor.
8. Letter of Information – Waldorf EMS 3 - intention to expend up to \$90,000 (O&M) for a complete replacement of the roof at 1069 St. Ignatius Drive. Confirmed there is a warrantee with this new roof. No action required by the Board.
9. Letter of Request – CCRS – Replacement of Ambulance 518 - Charles County Volunteer Rescue Squad representatives Butch Gregory, Chief; Robert Eliason, Committee Chair; and Alan Hayden, President presented – requesting approval to expend funds to replace ambulance 518, a 2009 GMC C4500/Horton, which currently had 77,851 miles which meets the mileage requirement for replacement. Requesting to replace with a 2016 Freightliner/Horton Heavy Duty Ambulance for \$236,323.00 including trade in allowance. Motion made by Bill Deer to approve the purchase. Seconded by Tom Edwards. All in favor. President Hayden also informed the Board they are in the process of replacing their Chief’s vehicle via a “sealed bid” (sole source) and will keep the Executive Committee and Board informed as they go through the process.

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10. Strategic Plan – Special Operations Division - Charles County Volunteer Firemen’s Associations representative Doug Hutchins, Special Operations Chief and Christopher Garrett, Special Operations Deputy made their presentation.
11. Memorandum of Understanding with Charles County Government / Purchasing Guidelines / CPA - G.O. Lyon informed the Board the MOU with the County was signed on June 6, 2016. Motion made by Bill Deer to approve the Purchasing Guidelines. Seconded by Chuck Perry. All in favor.
12. Lynn Gilroy, Volunteer Fireman’s Association President read a letter from the Charles County Volunteer Firemen’s Association requesting approval from the Board to enter into contract with Watkins and Associates, CPA to perform the function of allocating and remitting tax proceeds to pay for mutual expenses. Motion made by Tom Edwards to approve the contract. Seconded by Bill Deer. All in favor.
13. New High School Candidates - Bill Smith, Coordinator, Charles County Volunteer Fire & EMS informed the Board through the new High School Cadet Program we currently have 15 brand new students starting in the fall with the potential of 5 more. Predicting a total of 20 students starting in the fall of 2016.
14. Fire in La Plata on Sunday. \$900,000 damage to structure and contents, 4 firefighters with injuries. 100 volunteer responded to the call.
15. Bill Smith welcomed back Tom Edwards from a medical situation.

Motion to adjourn made by Bill Deer at 8:20 PM. Seconded by Chuck Perry. All in favor.

Approval of the minutes made on July 21, 2016

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Kim Bender, Recording Secretary

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George O. Lyon, Chairman

*APPROVED AND SIGNED ELECTRONICALLY ON JULY 21, 2016!*