Call to Order – Chair W. Donaldson at 9:00 AM

Invocation and Pledge – Chief Chaplain John Long

Welcome by Jimmie Allen – President of Odenton VFC

Welcome by Bob Couchenhour – President of Anne Arundel Volunteer Firefighters Association

President Lewis – Written report submitted and discussed. Welcome to Odenton and additional thank you to the Anne Arundel County Alarmsers as well for their assistance in preparing breakfast this morning. Condolences to family of Chris Staley and Cobb Island as well as to Jim Mathias on the loss of his wife, Cathy. Congratulations Frank and Renee Underwood on being brand new grandparents as of yesterday. Steve Edwards son in Shock Trauma – keep him in your thoughts. Thanks to Ron Siarnicki and entire Convention Committee on a great convention in Ocean City. Thanks to committees that have met already and set goals for the coming year. Special thanks to the two new committees Wills for Heroes chaired by PP Roger Powell and Cancer Support Committee chaired by Beth Stone. Great job by Amber Leizear on the first online edition of the Volunteer Trumpet. Goal is six issues per year – on even number months. MSFA officers have met to set goals for this year and have been meeting with neighboring states. Will be meeting with state partners starting this week. We were proud to share many updates and positive progress with Cumberland Valley Association. Thanks to state partners in traveling with us to that meeting and sharing our accomplishments. Officers attended the MACO conference in Ocean City this past week. Shared the value of volunteers in their community and residential sprinklers. Legislative agenda is being worked on with Danny Davis. The budget request has been submitted to the Governor. Continuing to work on the concerns about the continued funding shortfall in Charles Riley tuition fund. Congratulations to the Harford County Honor Guard on their 10 years of service and thank you to their commitment to the MSFA. Take time to give pause and remember those that gave their lives in the line of duty on the 10 year anniversary of 9-11. Directories are here. Asking each committee chair to visit the Secretary’s desk after they have given their report. Flyers and information on the hotel in Ocean City for the November meeting are back on the Secretary’s table too. Business casual dress for tomorrow.

Vice President Denver – Would also like to ask you to keep the families of FF Staley and Cathy Mathias in your thoughts. Attended Virginia Firefighters Association and Cumberland Valley Association. Great appreciation for what we have in Maryland. Pleasure to attend committee meetings held so far. Looking forward to a productive year.
Vice President Olson – Written report submitted and discussed. Echo sympathies to families of FF Staley and Cathy Mathias. Thank you for your support during convention. Looking forward to the coming year. Thank you for your patience with the transition of the Secretary’s office. Everything has been transferred over as of today.

Attendance –

Past Presidents Joe Robinson 89-90, Thomas Mattingly 90-91, Richard Yinger 94-95, Fred Cross 95-96, Steve Cox 96-97, Danny Davis 97-98, Roger Steger 00-01, Gene Worthington 02-03, Terry Thompson 03-04, Robert Jacobs 04-05, Lee Sachs 05-06, Bobby Balta 06-07, Frank Underwood 08-09, Roger Powell 09-10, Doyle Cox 10-11

Trustees Steve Hales, Danny Carpenter, Gene Worthington, Doug Alexander, Terry Thompson

LAMSFA President Teresa Ann Crisman, Sherry Soper, Carol Hayden, Anne Price Davis, Darby Byrd, Marcia Roth, Past President Sandi Lutz and Past President Rose Pandolfini

Guests –
DNR Monty Mitchell
MSP Major Mark Gibbons
AAVFA Officers and Trustees
Junior Miss MSFA North Central Grace Lakin
Miss Montgomery County Dani Crane

Chaplain’s Office – Chaplain Long- Here to serve and glad to serve.

Secretary’s Office – Joe Cooper – Been busy with the transition. All mail has been received and distributed accordingly. All minutes from Ocean City have been transcribed and will be given to Exec Committee today for approval. Will be posted on website after approval. Directories will be passed out today. Let us know if the Secretary’s Office can help your committee. Any requests, problems, or changes please call Joe.

Board of Trustees – Steve Hales – Applications on MSFA website can be completed online and printed out. Want to look at taxability of funds. Requesting assistance of MSFA attorney.

Financial Team – Ron Siarnicki, S. Cox, and Fred Cross – Electronic Copy of Treasurer’s Reports. Been working on year end closeout of FY11. Still tentative so it has not been finalized yet. Overall fiscal picture for MSFA last year, MSFA will end up with a Net Income of about $71,000. FY13 budget request to governor has some increases. Working with Pres. Crisman and they are now online with QuickBooks like the MSFA. Their entire budget is loaded into the system. Accounting firm is pleased with this transition. Two separate accounts. QuickBooks will merge the appropriate numbers at the end of the year. Question by S. Carter about convention profit.
Convention profit will be about a 46,000 profit. Financial Secretary Cross - Caroline County company have not paid their dues. No longer a member and will need to reapply if they want to. Want to talk to Constitution and Bylaws meeting to change dues from being due on April 1 to being due at the first meeting of Convention. Budget Chair S. Cox – Minor changes do not effect the budget approved by Exec Committee but just cleaned it up a bit. If there are any major changes they will be brought back to the Exec Comm. Some requests came up today. Budget committee will meet today and will bring back any requests for action to Exec Comm tomorrow. Treasurer R. Siarnicki – Continuing to work on fixed assets. Working with the bylaws committee to move some things to the SOP. Goal is to have bullet points of those SOPs to Exec Comm by next meeting. Chairman W. Donaldson asked everyone to cooperate with treasurer’s office on getting fixed assets cleaned up.

National Fallen Firefighter’s Foundation – Ron Siarnicki – Foundation busy preparing for Sept. 11 commemoration events. NYC Fire Department activities will be on Sept. 10 at St. Patrick’s Cathedral. Nothing will be done at Emmitsburg other than placing a wreath so that NFFF can support other efforts around the country. This year’s memorial service is October 14 – 16 which is the weekend after Fire Prevention Week and preparations are underway. 70 fallen firefighters will be honored from 2010 at this year’s ceremony. Thanks to Maryland fire departments and organizations for support of NFFF. Chaplain Long added that his office has a program

Bessie Marshall Fund – Teresa Crisman – Elaine’s father is in hospice and she is with him now. Wants to report that they have paid over 14 cases to support firefighters across the state. Please purchase raffle tickets when they come to your company. President Lewis gave $10 to the Bessie Marshall fund from S. Austin for his phone going off at the Virginia Meeting.

Maryland Fire Rescue Memorial Foundation – G. Worthington – Electronic Report. Thank you for the space at the convention. Convention was very profitable for the foundation. Gala is September 24. Ticket sales are behind last year so please buy up. Last meeting at Baltimore City Fire Department. Always selling bricks, replicas, DVDS, etc to fund the Memorial. Next meeting will be in Millersville. Please push the tables for the Gala on September 24. D. Cox – brick order will be placed in the next 3 weeks so if you have any to please get them in.

MSFA Foundation – T. Thompson – Progress.

Office of the Parliamentarian – Present and willing to serve if needed.

Office of Attorney – Mike Farlow – Still processing VCAF requests. Companies are providing packets of information. Extensive contact with California Casualty trying to get an agreement with MSFA. Potential contract with them is complete that meets the standards of Maryland law and is mutually beneficial. Ready to recommend this contract to the Executive Committee for approval.
Motion to approve California Casualty contract as recommended by M. Farlow. 
Motion by B. Hildebrand motion, second by B. Kurtz. Contract will pay MSFA $12,000 over the next 3 years. Does not effect other contracts. Approved unanimously.

Constitution and Bylaws – Dennis Skinner – Written report submitted and discussed. First meeting was held at Fallston on August 13th. The amended Constitution and Bylaws have been forwarded electronically to the Secretary’s Office and the MSFA webmaster. SOPs would be distributed to the appropriate committees for review prior to being presented to the Executive Committee for final approval. The committee recommends upgrading the following sub-committees to standing committees of the organization: Grants, President’s Vehicle, Recruitment and Retention, Residential Sprinkler, Risk Management, and Sergeant-At-Arms. The committee also feels that the Hall of Fame and Firefighter of the Year Committees should be moved to sub-committees of the awards committee. These would need to be voted on in Ocean City as amendments to the Constitution. The committee will write up an amendment and present to Executive Committee at next meeting. The committee was also approached by the Financial Secretary to amend the Constitution to change the due date for member company dues.

M. Bilger motion, 2nd by S. Carter to ask Constitution and Bylaws committee to form an amendment at the recommendation of the Financial Secretary to move the due date for dues from April 1 to first meeting of Convention. Passed unanimously.

Chair reminded the Executive Committee about important dates for the Constitution and Bylaws committee which include March 20 as the last day for executive committee to approve amendments for 2012 ballot, April 19 as the time that amendments must be given to Secretary for distribution, and May 4 as the date that the Secretary’s office must distribute any amendments on the ballot. Also reminded that any member company or county association wishing to submit an amendment must do so by January 1, 2012. Next meeting will be September 24 at 10AM in North Beach.

Convention Committee – Ron Siarnicki – Convention Center construction is underway now in Ocean City. Convention survey resulted in 80 evaluations filled out. Biggest positive point was Jolly Roger and biggest negative point was parking at Convention Center. Just under 2000 people bought tickets to Jolly Roger – record breaking. 623 attended picnic lunch. 248 people participated in Prayer Breakfast. 559 students attended seminars – up 30%. Survey did suggest to look into some administrative and fundraising courses for seminar topics. Exhibits (L. Sachs) – 134 exhibitors. Even with 25 less we made $10,000 more than last year. Recommending no changes in the fees this year with construction going on. Program (T. Mattingly) – Proceedings book was largest book ever printed. 2000 copies of program book. Profit should be around $2500 - $3000. Large mailing to Ocean City Chamber but still not getting as big of a response as they hoped. Thanks to committee for help and assistance. Event Ticket Sales (F. Cross) – Reported on the profit / loss of events. Approximately $50,000 net income on Convention as a whole. We have a strong relationship with Ocean City. Hotel / Motel / Restaurant Association membership
renewed as well as Chamber of Commerce membership renewed. Convention Committee Critique today. 5 issues – Construction changes, enhance attendance at training and education with possibility of hands on training opportunities, Jolly Roger hit of the social activities, changes on parade route, and proposing the execute 3 year contract with Ocean City Convention Center. Thanks to convention committee, steering committee, and co-chairs for all the work. W. Donaldson thanked Ron for his leadership.

125th Anniversary Planning Committee – T. Mattingly – Money set aside in budget for events. Committee will come up with some recommendations. Potential location of events to be in Frederick County. In the process of setting up sub-committees. Expect to have 4 or 5 meetings this year and will keep Exec Committee up to date. 2017 will be the 125th anniversary.

Training Committee – Johnie Roth – Written Report. Quite active since Ocean City. Stressing the importance of safety and training. 10 year plan was distributed in Ocean City. Hopefully all companies have received it and are utilizing it. Would like to include a training portion in the Trumpet publication. Trying to incorporate numerous training announcements on the MSFA website. Fall Rural Water Supply is Oct. 30 at Denton Vol. Fire Dept. Would like to promote Maryland Weekend in Feb. 2012 at the National Fire Academy. Maryland Life Safety Task Force Courage to Train in Oct 1 at MFRI will be lecture in the morning and hands on in the afternoon. Joint Safety and Training Committee on 9/25 at North East Regional Training Center to emphasize training and safety together.

Maryland Fire Chief’s – Johnie Roth – Golf Tournament 10/7 to benefit NFFF at Renditions. $125 per golfer. Looking for golfers and sponsors. Looking to fill the bags with golfers if companies have extra give-a-ways from banquets and such.

Motion by J. Seavey 2nd by J. Guntow to sponsor a hole at the tournament for $125. Passed unanimously.

Rural Water Supply – Doug Alexander – October 30 at Denton. Registration begins at 8AM. Would like to improve attendance from last year. Copies of information is available at Secretary’s Desk and on the website. Accepted GBW LLC donation to teach a 2 day water supply seminar. Solomon’s Volunteer Fire Department in Calvert County will be hosting this seminar. More details will be coming out. The seminar will be late March. Spring drill is tentatively scheduled for Jarrettsville. Thank you to companies stepping up and willing to host drills. We will keep the website updated with information.

High School Career Tech – Dan Stevens – Written Report. Monitoring situations in 3 counties and Baltimore City as they look at starting some programs. Frederick County taking a year off to regroup. Thanks to MFRI and Director Edwards for his support around the state.
Standards – Roger Powell - Written Report. 8/25 at Kent Island meeting scheduled. Will be discussing the different color lights on vehicles and reviewing all standards to see if any updates are needed for the year.

Maryland DNR – Monty Mitchell – Written report submitted and discussed. Awards just went out on Volunteer Assistance Grants. Requested $92,000 in funding. 20 new departments requesting funding. Were able to fund all 44 departments that applied this year.

MIEMSS – Dr. Robert Bass – Written report submitted and discussed. Significant improvement in number of providers that completed protocol updates in time. Ventilator protocol update online. Oct. 1st MOLST will begin. Combines EMS, Hospital, and Nursing Home DNR. EMEDS is going very well. Thanks to jurisdictions that helped with pilot. Funding from Highway Safety to provide grants for CADS to be automatically populated into EMEDS. Will be 60-40 matching grants. Testing and reciprocity fee changes discussed. Licensure and Certification updates are in report. A lot of the changes were housekeeping. Education Committee preparing for implementation of new Education Standards in Maryland. Involves some new terminology in provider descriptions. Highlighted the 23 Maryland hospitals that are cardiac centers. 35 primary stroke centers in Maryland. Seeing significant decrease in mortality rates of strokes across the state.

Shock Trauma – Karen – Written report submitted and discussed. Received an email from Steve Edwards that his son is doing fine and should be released today. Volumes continue to remain high at Shock Trauma. Increase in inter-hospital transfers. Looking forward to new building opening in 2013 as often operating around 100% capacity. Would like to call attention to educational mission – airway course, observation programs for EMS providers, and evening educational programs. Last year over 850 participants in evening educational programs at Shock Trauma and remote locations. Shock Trauma Gala is May 5, 2012. Be aware of Grand Prix race on Labor Day for EMS providers trying to enter the city and accessing Shock Trauma.

MSP Aviation – Maj. Mark Gibbons – Written Report submitted and discussed. Col. Sheridan retired and new Col. is Marcus Brown. Thanks to President Lewis for invite to Cumberland Valley Association. Always nice to share the accomplishments of Maryland. Been busy this summer. Continue to support neighboring states whenever possible. Still working on the new aircraft with anticipated delivery in May 2012. Working with DNR to try and reduce boating deaths. We’re out there on Facebook and only 1,300 people like us so come check it out and like us on Facebook. Jim Seavy asked about Basing Study available on the website? Maj. Gibbons will check and let Dave know where to find it. President Lewis – Thank you for support of FF Staley and flyover at funeral services.

Hall of Fame – Danny Carpenter – Written report submitted and discussed. Met 7/17 at Rockville. Noted that Marbery Gates Service Cup intention was to be presented to a person who is living at the time of selection. This was added to the rules at the request of
Rockville. Also corrected wording in Marbery Gates rules that the first year they were nominated, individuals will receive a plaque and will receive a certificate in subsequent years. Changed wording of rule #5 to say that they will receive nominations until April 15. Spelling of Marbery should be with an “E.” In the HOF rules – rule #5 and rule #2 said the same thing so rule #5 was deleted and rules renumbered accordingly. In rule #6, they added that all nominations must be signed. Also, the plaques of the winners will be displayed in MFRI training centers in addition to the other locations previously listed in the rules.

Motion by D. Carpenter to change the HOF rules as presented, 2nd by R. Smith. Passed unanimously

Marketing Committee – Buddy Schweers – Written report submitted and discussed. Main goal is to show member companies where to access information through website and create a tri-fold brochure with information about the benefits that the MSFA provides. In addition, would like to look at creating a binder / booklet that discusses trustee benefits, awards committees, chaplains manual, etc. Hoping to do this with some of the funding and support from California Casualty.

Ways and Means – Lou Jonske – Would like to thank Mark Farlow for his help to get the Low Interest Loan to Joppa-Magnolia. Written report submitted and discussed. Record breaking sales at Harford County Fair. Goal this year is to set a record of $58,000 profit. Sunfest in Ocean City is 9/22 – 9/25. If you have spare time, please stop down and help sell. Mitch Vocke has tickets available. Remember we have increased prizes this year so we need to increase sales.

Risk Management – Chip Jewell – Some legislative requests that will be working with legislative committee. One of them is the definition of the work of fire police. Want to make sure they are protected by Workmen’s Comp. Have received loss runs on IWIF. Continuing to work with companies to make sure companies are up to date.

Historical and Archives – Chip Jewell – Museum up at Frederick County. Discussing posting our history on the website. Would like to have a virtual museum online for companies to post pictures and such online as we approach 125th anniversary.

State Interoperability – Chip Jewell – Recently presented at MACO conference in Ocean City. 700mhz radio project and CAD project are both moving forward with a lot of excitement. Ray Lehr, the State Interoperability Coordinator, has been invited to present at a future Executive Committee Meeting.

Westminster Band – Pat Orlove – Shared history of Westminster Municipal Band which was formed in 1893. Selling chances to benefit the band. Tickets will be drawn the day before Thanksgiving. Would like help selling these throughout the state.
**Robbie Robinson** – Wants to thank MSFA for all of their work over the year. Especially in getting the Fire Protection Engineering Program started. Pat yourselves on the back for the great work on Residential Sprinklers as well.

Break for lunch at 12:00. Chaplain Long shared that Elaine Huttenloch’s father passed away this morning.

Called back to order at 1:00 by Chair Wylie Donaldson

**Vice President Olson** – AAVFA 2nd Vice President John Spiker is attendance today also.

**EMS Committee** – Bill Dousa – Electronic Report. Met July 31 and set goals for the year. Protocol update. Confusion about when those providers that failed to do the update should stop providing services. Voluntary ambulance inspection is going well. New standard is restraining personnel and equipment in the back of the ambulance. New MOLST form is available Oct. 1. eMeds expanding well throughout the state and showed reduced provider work time. Working with hospitals so that they can use the hospital dashboard to improve communication. Working with the Safety Committee too. ALS Sub-Committee has had problems getting the ALS reciprocity going. BLS Sub-Committee is going to monitor the new EMT-A classes and train the trainer classes. Next Meeting Oct. 23 at Pleasant Valley.

**Maryland State Fire Marshal** – Mark Bilger – Written report submitted and discussed. Review the fire deaths data and MFIRS report to share with your companies. Mid-Atlantic Life Safety Conference will be Sept. 27 at APL. Registration information is available and there is a discount if you register by Sept. 9. Please share with your departments. OFSM staffing has two vacant positions. So far we are seeing a record low in fire deaths for this year. Campus Fire Safety month is September. Educating people about the dangers of firepots and gel fuel. Fire Prevention Week is October 9 – 15. The theme is “It’s Fire Prevention Week! – Protect Your Family from Fire.” OFSM sending out news releases about summer fire safety throughout the season.

**Residential Sprinkler Committee** – Richard Green – Written report submitted and discussed. New chair after Doug has stepped down. Held a meeting in Anne Arundel County building. Would like to have MFRI add a segment on residential sprinkler to the FF1 curriculum and go more in depth in Fire Officer. Committee has had an onslaught of counties trying to repeal sprinkler requirements. Trying to put a coalition together to introduce state legislation in 2012 session to require residential sprinklers. Working with the President of MACO for support as well as the Fire Service caucus. Wants to build a large coalition with a variety of organizations to support legislative efforts. Would like to work with PIOs in counties to spread the word about residential sprinklers with teacher moments. Fresh approaches discussed like using Facebook and Twitter. Considering a budget request to produce some educational materials. Need to try to get local champions in areas without sprinkler requirements to work on gaining support. Suggestions at meeting to get involved with Green Building efforts throughout the state.
Fire Prevention Committee – Bob Collins – Written report submitted and discussed. Meeting held 7/10 at Gamber VFD. Very pleased with awards, grant money, and risk watch display at Ocean City. 24 fire prevention entries in the Fire Prevention contest in Ocean City. 70 companies received $500.00 grants. Thanks to Kristi Reppe for work on Miss Fire Prevention program over the past few years. Thank you to Richard Brooks for MCing the contest again this year. Discussed judging the Fire Prevention floats as they go through the parade to cut down on their travel back and forth. Tom Collins still working with billboards and would like to look into magnetic signs with fire safety message for local government vehicles. Sherri Soper reported that Fire Prevention signs have been placed in all Frederick County public transportation busses at no cost to the committee. Next meeting will be October 23 at Prince George’s Fire Services Building. Seafood Fest at Sandy Point will have the Miss Fire Prevention girls attending.

Miss Fire Prevention Sub-Committee – Amanda Soper – Changing wording in the application packet that say “should be sent certified mail” to “must be sent certified mail.” Girls requesting to be introduced as Miss Fire Prevention ambassadors, not as queens to represent that this is not a beauty contest but sharing of their knowledge. Jim Seavy agreed that ambassador should be used. Question asked that if “queen” is not used would the contest then be opened up to men too?

Risk Watch Sub-Committee – Written report submitted and discussed. Cyndy Wright Johnson and Teresea Ann Crisman – Great location at convention and saw lots of people. Through connections at MACO there are resources available for deaf and hard of hearing fire safety. Home Safety Council will be sending Teresa Ann to a training – a great partnership for Maryland. Cyndy would like to thank everyone for their help at convention. Brought brand new display today to share from Safe Kids about concussion safety. Buckle Up Project – 15 more companies have signed the pledge. Cyndy has information about the pledge with her.

Legislative Committee – Danny Davis – Electronic report. Annual legislative reception to be held in late January. Air conditioner in the office has died and was replaced with a brand new one and also working on getting the carpet steam cleaned. Special session of General Assembly in October. Primary goal is legislative redistricting, but can be opened to anything once in session. Will monitor appropriately. EMS Legislative Committee was looking at charging for Medvac flights. MSFA is against that and will fight it in the legislature.

Fire Laws Book – Mark Bilger - Written report submitted and discussed. Passed books out this weekend. All jurisdictions / counties should have updated and corrected books.

Federal Legislative Oversight Committee – No one was present to share report. An electronic report was filed with the Executive Committee Members.

MFRETC – Lynn Gilroy – Written report submitted and discussed. Will meet next Wed. at 10AM at Montgomery County. Reviewed and approved several community college programs. Biggest topic is the Charles C. Riley fund. Feel that the intent is clear.
and that funding should come from the funds generated from traffic ticket surcharges. Met with Del. Conway about making sure the correct numbers are in the state budget each year. Del. Conway indicated he would try to set up a meeting with the governor to try to help resolve this issue. Mark asked to clarify that the funding should come from the traffic ticket surcharges to get the program fully funded. Concern would be is this money going to dry up like the MSOF money has. President Lewis commented that there is always that possibility, but feels that this is the best way to go. Riley Fund has been an ongoing battle and will continue to work to get this fully funded. Jim Seavy reminded everyone to share this with their member companies since it impacts people mostly outside this room. President Lewis plans to send a letter to the governor reminding him about what the amount is that needs to be funded. We want to get this fully funded and the language to go back to “full and completely funded” rather than “full or partial funded.”

**Statistical Committee** – Barry Johnson – Written report submitted and discussed. Thank you to Prince George’s County for getting 100% of their 2010 reports in. Alleghany, Garrett, and Dorchester appear to be very close to complete. So far Caroline, Frederick, Howard, and Wicomico have not submitted anything. Asked Executive Committee members to encourage companies to get their reports in. Working on getting statistical reports organized for next year. If anyone has changes or suggestions, please let him know. Would like as many companies as possible to report by next Executive Committee so that the information can be shared with the legislature to encourage continued funding levels. Correction by Ben Kurtz that Kennedyville is really in Kent County, but is listed as Harford County on the report.

**Cancer Support Network** – Beth Stone – Written report submitted and discussed. First meeting last Saturday. Committee composed of cancer survivors, cancer patients, and family members of cancer patients and survivors. Goal of the committee is to give firefighters and their families support through the cancer diagnosis and treatment. Teamed up with the Firefighter Cancer Support Network based in California. Introduced Trey Kelso who is the Maryland coordinator of the Firefighter Cancer Support Network. Working with National Volunteer Fire Council. Match firefighters/EMTs diagnosed with cancer to a mentor who can help them through the process. Discussed a “tool kit” available with resources for the patient and family to use to organize medical and personal records as well as provide information. Kits do have a cost of $75.00. Distributed flyer that individuals can sponsor resource kits for patients. The committee will meet quarterly and the next meeting will be November 5. Location is to be announced. Jim Seavy wants the thank President Lewis for setting up this committee. Recommend that we as an organization “fire the first shot” and find $250 to fund the first 4 kits. President Lewis said that no money had been requested for the budget because they didn’t know what the committee was going to need or be working with. Agrees that the association should try to find some money to support this initiative. Wylie Donaldson asked Budget Chair S. Cox to look into that this afternoon and get back to Executive Committee tomorrow. Wylie also asked about the potential committee logo. Jackie Olson shared that the logo would include the Maltese Cross, Maryland flag, and a red ribbon. Would also have the slogan of H.O.P.E. – Helping Others with Positive Effects.
Attorney Farlow can use the logo they created and at some point should have it copyrighted. Beth asked for everyone to take this home to the counties and let them know we are here.

**Grants Committee** – Steven Barry – Written report submitted and shared. AFG applications are open as of August 15 and will remain open until 5 pm, Sept. 9th. The AFG program workshops were held throughout the summer and were well attended. Assisting companies with application process.

**Wills for Heroes** – Roger Powell – Written report submitted and discussed. First meeting was held in Odenton. Created forms for use of committee. If forms are approved by Executive Committee, would like to post them on the website and travel throughout the state to the counties to distribute packets. Packets include worksheets for members to complete and submit to the Wills for Heroes program.

*Motion D. Fishack and 2nd by S. Carter to accept report and the recommendations of the committee. Passed unanimously.*

**Transportation Committee** – Thomas Flint – Written copy submitted and discussed. Make sure that if you are giving up tag paperwork that you are giving out the full and accurate paperwork. Tag book is online and will be updated accordingly based on quarterly meetings with MVA. Getting motorcycle tags is the same as getting car tags. County coordinator list is up to date and accurate.

**Regional Task Force** – Steve Cox – Written report submitted and discussed. Appointed by President Lewis to look at the make-up of the Executive Committee. Committee met once already. Through the discussion, we realized that the present make-up of the Executive Committee dates back to 81 or 82. Chip Jewell submitted a very detailed document that helped do a lot of research and background. Reviewed state census reports. Discussed what should the proper size be and if the committee grew or would shrink, how would Exec Committee meetings change. We keep coming back to the question of “what’s broken?” So far not able to answer that question. Still trying to come up with a proper recommendation. Would like to meet again. Asking Exec Committee to get any information to the task force by mid-September so that they can prepare a final report. R. Powell shared that originally the make-up of the committee was designed to be geographic while it seems like now the concern is more population based. President Lewis wanted to thank Steve and felt that it was time this year to at least look at the demographics of the state and see if any changes were necessary.

*Action Item – June 19, June 22, and June 23 minutes from Ocean City. B. Kurtz motion to approve all of the minutes. R. Smith 2nd the motion. Passed unanimously.*

Bill Wagner announced his candidacy for 2nd Vice President for 2012 – 2013.

Convention Critique meeting will immediately follow this meeting.
Odenton Volunteer Fire Department has provided an afternoon snack for everyone.

**President Lewis comments** – Thank everyone for coming and for good reports. Ladies enjoyed their trip. Thank you to Gloria for her support during this year so far and all of her help this weekend. Donna was the “brains” behind the outing today for the ladies – thank you. Reminder that tomorrow is business casual.

**Chaplain Coblentz** – Benediction

Adjourned at 2:50 until 9AM tomorrow morning.

**Sunday, August 21, 2011**

**Call to Order** – Chair Wylie Donaldson at 9 AM

**Invocation and Pledge** – Chaplain Coblentz

**President Lewis** – Welcome back to Odenton and for those of you who are attending today for the first time, welcome. We had a great meeting yesterday and are looking forward to another good day today. Thanks to all who attended Medieval Times last night. There were 22 people who attended. Major Gibbons has emailed me the document that was asked about yesterday and I will forward that on to the Executive Committee members. I have Grand Prix complimentary tickets from a sponsor for the Friday event and discounted seat prices. These will be on the Secretary’s Table. Lodging for the next meeting will be at the Howard Johnson at 12th Street and Boardwalk for our next meeting at Parsonsburg at a rate of $69.

**Installation of Officers** – Chaplain Coblentz and Parliamentarian Bill Wagner had not been installed in Ocean City. Were installed by Past President Roger Powell.

**Vice President Olson** – Sign in sheet going around for those that don’t sign the book to record attendance of those here.

**Attendance** –

**Past Presidents** - Fred Cross 95-96, Roger Steger 00-01, Gene Worthington 02-03, Robert Jacobs 04-05, Lee Sachs 05-06, Frank Underwood 08-09, Roger Powell 09-10, Doyle Cox 10-11

**Board of Trustees** - Steve Hales and Gene Worthington

**LAMSFA** – Teresa Ann Crisman, Sherry Soper, Ann Price Davis, and PP Sandy Lutz. Fall Conference Invitations will be out as soon as possible. The Fall Conference will be held on 10/22 at the National Firefighters Academy.

**Guests** -
MFRI – Director Steve Edwards – Written report submitted and discussed. Appreciate everyone’s comments and words of support yesterday for my son at Shock Trauma yesterday. He is doing better and has a fractured C6. Congratulations to the newly elected officers of the MSFA. Thanks to the Executive Committee and looking forward to working with you. Statistical information from last fiscal year is available in report for your review. Medical clearance program began July 1 and is going well so far. To date we have had a number of students that already have had physicals and completed the medical questionnaire. Those recommended for physicals are either cardiac or asthma related. I’ve been surprised by the medical status of some people going through our classes. After 6 months in the program, I’ll give you a complete analysis of medical and health concerns. From what I’ve heard from our regions people have had good access to getting the physicals. Any issues please let me know and make me aware of. The examples we’ve seen so far show the need and validity of this program. Northeast Regional Training Center opening is Sept. 10 with a number of officials present. Everyone is welcome to come and participate. After the dedication ceremonies, we will then have demonstrations so that others can see it operation. Pictures of the center are included in the report. An $8.7 million facility to serve our personnel in the North East region makes all the hard work worth it. Thank you for the support of the MSFA. Swift water Rescue Training Program was hired out to a third party but now we have put together our own program that is in line with NFPA. The new program is 12 hours less than the existing program. Center for Firefighter Safety was successful in the Fire Act Grant. Grant will allow the center to create a device that would alert firefighters of an impending flashover. MFRI is hosting the North American Fire Training Directors this year Sept 20 – 22. Summer schedule is about over now. A large number of classes this summer kept us busy. B. Kurtz question about EMT-B class. Failure rate is really high in his region. Is this something being looked at? S. Edwards discussed report that is looked at every 2 weeks with success / failure rates. When we see an unusual failure rate we will look at that. EMT does have a greater failure rate than firefighter training. Could get worse with new curriculum. We will look at if it is instructor, student, curriculum, etc. B. Kurtz asked about going from the midterm / final and then going to module 7. Students see light at the end of the tunnel and fail just part but then have to take class over again. Is there a way that we can help out those students that pass part to certify them as something – maybe a first responder? S. Edwards we can take a look at it and see. Our goal is to make students successful. W. Donaldson – is there an access issue to get to North East training center? S. Edwards says no. There won’t be guards out there even though it is in the base. M. Bilger wants to compliment on the physical program. Carroll County found very early on how beneficial it is to the members. Bill Wagner asked from the floor about students who can’t take written tests – is verbal available? S. Edwards said that under University of Maryland accommodation guidelines they do provide needed accommodations to students with documented learning issues.
**Safety Committee** – John Fisher – Written report submitted and discussed. Reorganized safety committee under the direction of the president. Branches are data collecting, safety programs, and convention support. David Garnice is the Vice Chair of the Data Collection branch. Under the bylaws the committee is supposed to report on accidents, but how can we report without the information? Created a form for departments to document incidents not to place blame, but to look at how these can be prevented in the future. The form does not show individual names of members. The intent of the questionnaire is to develop information to see if there are any patterns. Would like approval from Executive Committee to get that form out to the member committees and utilize it. Second branch is Safety Programs where we will work with Training Committee and EMS Committee to look at safety programs. Dates have already been set for first meetings with these other committees. Also working with Maryland Firefighters Safety Task Force. Trying to promote the Seat Belt Pledge Program and the Courage to Be Safe Program. Asking all to be diplomats for safety and push safety at their company and county levels. Third branch is Convention Support which will be overseen by Hoby Howell. Would like to work hand in hand with the Convention Committee. President Lewis wants to thank John and the committee for looking hard at their committee and making these changes. Larry Calisson who was one of the vice chairs asked to step down because of a change in his job responsibilities. You’ll notice David Meaders has been appointed to fill that position.

*D. Fishack makes motion to approve their form. R. Bowser 2nd. Personal injury form and damage to apparatus form approval. Passed unanimously.*

We would like to put this out on the website so people can easily do that.

*B. Kurtz motion and D. Fishack second to allow this to be placed on the website. Passed unanimously.*

**MEMA** – Director Richard Muth - Electronic Report. Would like to introduce Joe Piccatto who is new to joining us. September is preparedness month nationally and we have a lot of activities around the state. Would like to capture any activities that volunteer fire departments do activities too through their open houses and such. List of activities sent to FEMA for rating. Working on crisis leadership for elected officials which is more centered on handling the press but they do go over how command posts are set up. Grand Prix will cause MEMA activation each day right through downtown Baltimore. This is a multi-year event and will happen again. Week leading up to 9-11 will have a lot of activities throughout the state. MEMA will be involved in a rememberance ceremony on 9/11 at the Baltimore WTC. There are two football games in Maryland on 9/11 so that should be a very busy week. No intel information right now indicating any threats, but we all know that this would be an opportunity for someone who wants to cause damage and havoc. More concerned with homegrown attacks rather than overseas.
MEMA Fire Service Personnel Group – President Lewis – Reported that Dennis Beard and him have been working on reorganizing the fire service desk. About 13 people have stepped up to help out and we’re hoping that another 12 or so would also.

Search and Rescue – Scuba Johnson – Written report submitted and discussed. Final ESF-9 document still has not been produced. Received invitation from MEMA to attend a USAR MD Task Force meeting with MDTF1 staff, MSP Search Manager, and Ft. Detrick EM. Does not need to be a federal declaration to request their services. Available by mutual aid or MEMA request. Can provide entire cache or just specific components. Lengthy discussion at that meeting involved supporting state assets, credentialing, and resource typing. We operate with trusted brokerage throughout the state. Presidential Policy Directive 8 was shared and reviewed. President would like a complete report on our state’s ready to respond. MEMA is going to be working very hard on this and we’ll be working on them with this. There is funding tied to this directive. Vice-Chair Mike Berna recently returned from the NIMS Conference and would like to share more on the Presidential Policy Directive 8 at the November Executive Committee meeting. In addition to MFRI swift water training, we want to look at the proficiencies needed to meet the upcoming NIMS requirements for SAR.

Volunteer Company Assistance Fund – Gene Curfman – Written report submitted and discussed. Met on July 31. Only one application to review from Water Witch. Requested combination grant/loan to replace a tower. During the board’s review it was determined that that current unit did not meet requirements for a grant, but the board did offer a loan for $556,227. Water Witch has accepted that loan. Asking for approval from Executive Committee today. Also received an application from Fairmont just 2 days before that will be looked at next meeting. Next meeting is 10/23 at Odenton. 1/29 at Union Bridge

**15 year loan Water Witch $556,227. Motion by B. Kurtz to approve 2nd by B. Hildebrand Motion approved.**

Pointed out that the amount of the loan is actually for $586,227.

Public Relations Committee – Ron Watkins – Written report submitted and discussed. Incorporates three subcommittees – PIO, Marketing, and Volunteer Trumpet. Volunteer Trumpet with Amber as editor first edition has gone out electronically. Would like to remind all committees as well as officers, to please get information to Amber as soon as possible. If a committee sends something out, please send a copy to the Public Relations committee too so that everyone can be on the same page. Frank is in charge of the PIO group and he makes sure that as other organizations call in, they know where to go within the MSFA to get what they need. Marketing and Individual Membership group is moving forward and will be meeting. Buddy Schweers is leading up this group and you heard his report yesterday. Ron has some reservations about the individual membership component, but would like to see us focusing on the marketing of what the MSFA does for the member companies. For example, some companies have no idea about awards given out and available. Would like to see us increase our use of Facebook too. M.
Bilger – does committee have list of emails for fire departments to blast out information trying to promote? Website might not be enough if people aren’t going there. R. Watkins – we made a start on that a few years ago and I know Jackie has a bunch from her role in the Secretary’s office. A lot of the emails come back as “changed” or the individual members were no longer involved. J. Olson – Secretary’s office working on looking at the members list and updating based on credential information. M. Bilger – it would be easy for us to go to our member companies and get email information that we can pass on. B. Hildebrand – is trumpet just going to be on the website or can it be emailed as a group mailing? R. Watkins – went from mailing that to using the website. W. Donaldson – commented that marketing that PP Worthington did during his term involved “bring a friend” R. Watkins – added that on a Secretary’s note a good reminder to please email reports 10 days in advance to reports@msfa.org and bring at least 10 copies.

**Recruitment and Retention** – Joseph Chornock – Written report submitted and discussed. Met in the beginning of August. Set up some goals for this year and the coming years. We would like this year to assist member departments with recruiting and create an awareness for member companies of available programs to encourage requests for help. Would like to present a recruitment and retention program in Ocean City at then next convention. This year we want to update the recruitment manual and mentorships. Next meeting at Montgomery County Volunteer Recruitment Center on October 19 at 7PM.

**Incentive Programs** – Stu Carter - Written report submitted and discussed. No changes to LOSAP since last meeting other than Alleghany County is now listed in the summary. For Tax Incentive Program, the Comptroller’s office requires Social Security Number. Executive Committee Members please spread the word that this needs to be included despite concerns that some people have on security.

**Planning Committee** – Ben Kurtz – President handed out operational plan in Ocean City for executive committee to review and approve. We need approval of that today, but will be held to next meeting because we are not ready to vote today.

**National Volunteer Fire Council** – Lee Sachs – Electronic report. Fall conference is coming up and we will have a report in November. Volunteer advocacy committee continues to receive concerns from people throughout the country from “two-hatters.” NVFC, NFFF, IFF, IFC and others are involved in a bill introduced in Congress with everyone’s perceptions in the Public Safety Officers Benefits Act. Keep an eye on this.

**Out of State Events Coordinator** – Gene Worthington – Conventions coming up and we are attending.

**Firefighter of Year** – Johnny Gatton – We have not met yet. Excited by Ron’s willingness to help spread the word through Public Relations. Would it be appropriate to bring back some incentives not only for this award, but for others too? D. Cox – working with outside companies about possibly looking at financial awards as incentives.
President’s Vehicle Committee – No one was present to report on this committee. An electronic report was submitted to Executive Committee Members to review.

Surplus Property – Harv Woods – Progress on obtaining paperwork for trailer. D. Cox asked about what is happening? Is it being disposed of or held onto? D. Lewis said that he has instructed to committee to work with other organizations about the surplus property. D. Cox recommended that we should try to get rid of some of this in the next 30 days. H. Woods – there is a lot of “junk” that needs to get out and will work out. R. Siarnicki – there are some national organizations that would want to help companies in need. Get a list to him and then he will check in with them.

Public Address – Michael Davis – Written report submitted and discussed. It’s working! Modifications are just about done. Wireless system is working well.

Budget Committee – S. Cox – Met yesterday afternoon following executive committee. Yesterday’s action by the Executive Committee to sponsor a hole for $125 at the Maryland Fire Chief’s Golf Tournament was discussed and money will be taken from FY12 proceeds. Budget committee also discussed the request to purchase $100 worth of raffle tickets to benefit the Westminster Band. More research will be done before a recommendation is made by the committee. Several recommendations were made by the budget committee and the following action items were taken.

Motion to establish an expense fund for the Chaplain to provide refreshments for families. Fund will start with $500 from the FY12 proceeds. Motion by M. Bilger, 2nd by S. Carter. Passed unanimously.

Motion to take $2500 from the FY11 debt service and $2500 from the FY12 proceeds to add to the 125th Anniversary Committee. Motion by B. Kurtz, 2nd by S. Carter. Passed unanimously.

Motion to fund the Cancer Support Network with $1000 from the FY12 proceeds. Motion by S. Carter, 2nd by B. Kurtz. Passed unanimously.

Motion to fund the Wills for Heroes Committee with $1000 from the FY12 proceeds. Motion by G. Fishack, 2nd by J. Guntow. Passed unanimously.

Executive Committee Closing Comments –


D. Stevens – Greetings from Southern Maryland. Thanks on behalf of Cobb Island for support from MSFA on the loss of FF Staley. Southern Maryland Volunteer Fire Association looking at name change to incorporate EMS. Charles County working to combine fire and EMS associations.
J. Guntow – Greetings from Worcester, Wicomico, and Somerset. County meetings start up again in September.

B. Hildebrnad – Greetings from Kent, Queen Anne’s, Caroline. Invited to all come and participate in Rural Water Supply Drill in Denton.

S. Carter – Greetings from Baltimore County. Association getting ready to hold their elections next month – looks like a lot of changes may be coming. Career fire service has taken a more active role in the administration of the volunteer fire service. Funds are tight and the county is looking at every dollar and cent being spent.

B. Kurtz – Greetings from Harford and Cecil. Thanks to Lewis and Denver for coming to support the 10 year anniversary of the Harford County Honor Guard.

M. Bilger – Greetings from Carroll and Howard. Continuing to work with new Carroll Commissioners going from 3 to 5. Working to make sure sprinkler ordinance remains in place. Continue to work on rebuilding the new training center. Focus is now on updating and renovating current facility. Howard County will hold annual meeting and elections in September. Working with their new physical program.

D. Fishack – Greetings from Washington / Frederick. Jay Grimes being honored by Williamsport as an outstanding citizen. Washington recently approved Safety Officer program so that they will be available to respond to any incident. Habitat for Humanity approached and wanted to do a house for a firefighter / EMS person but wouldn’t sprinkle it. We support the concept of having a house, but we won’t participate unless the house gets a sprinkler. Thank you for support during my appendix surgery.

D. Cox – Pleasure to be here. Thank you.

L. Lutz – Greetings from Prince George’s. New county fire chief Mark Basehoar has been approved. 9/11 memorial stair climb at Maryland Trade Center in Greenbelt. Convention will start 9/17 in Laurel. 9/21 is memorial service. Meetings 9/22 – 9/23. Parade will also be 9/24. All parking will be at Laurel high school and shuttle service will be provided.

W. Donaldson – Greetings from Anne Arundel. Hope everyone had a good weekend in Odenton. Moving along but still suffering some combo fire department issues. Convention will be second week of September hosted by Herald Harbor. All are welcome to attend.

Special Activities – Margaret Gouty – Appreciate everyone’s support of activities. From June to June. Sales down at Convention – only sold approximately $10,000. Credit card machine worked well. My budget is $15,000 each year. This weekend we brought in $1367. Thanks to Ron Siarnicki for help at Convention so that I could get away from the booth a bit.
**Good of the Association** –
Nancy Cox – Thank everyone for the last few months of cards, emails, etc. Thank President Lewis and Gloria for the evening last night at Medieval Times.


W. Donaldson – 12th and 13th of November next meeting Parsonsburg.

J. Olson – Thanks for being here. See you at the ocean

J. Denver – Thanks for being here. Good meeting and good reports.

D. Lewis – Thanks for a good meeting this weekend. Thanks to my company for all of their help and support. 603.00 at lunch yesterday and 500.00 from the MSFA. Full agenda for the presidents in the coming weeks. Thank you for all of the invitations. See you in Parsonsburg.

W. Donaldson – Again thanks to Odenton. Thanks to everyone here for you support.

Benediction – Chaplain Long

Adjourn at 11:30