

MARYLAND STATE FIREMEN'S ASSOCIATION
EXECUTIVE COMMITTEE MEETING MINUTES
NOVEMBER 6 – 7, 2004
SOLOMONS, MARYLAND

TABLE OF CONTENTS

President	1	Awards Committee	10
First Vice President	1	GEMAC/SERC	10
Second Vice President	1	MEMA Fire Service Personnel Group	10
Secretary	1	Cadets Committee	10
Financial Secretary	2	Individual Membership Committee	10
Treasurer	2	Marketing Committee	10
Bessie Marshall Fund	3	17 State Circle Committee	11
MEMA	3	Safety Committee	11
MFRI	4	Standards/NFPA Committee	11
DNR	4	Public Address System Group	11
MIEMSS	4	Statistical Committee	11
EMS Committee	5	MSP Aviation	12
MFRETC	5	Trustees	12
Training Committee	6	Attorney	12
Low Interest Loan Board	6	State Fire Marshal	13
Audit Committee	6	Memorial Committee	13
Federal Legislative Oversight Committee	6	Historical & Archives Committee	13
Constitution & By-Laws Committee	6	Firefighter of the Year Committee	13
Ways & Means Committee	6	Public Relations & Bulletin Committee	13
Fire Laws Books & Technology Comm.	7	Transportation Committee	14
Watercraft Committee	7	Budget and Revenue Committee	14
Legislative Committee	7	Honor Guard Committee	14
Data Systems Committee	7	Hazardous Materials Committee	15
Convention & Conference Committee	8	Shock Trauma Center	15
Emergency Apparatus License Comm.	8	Action Items	15
Fire Prevention Committee	9		
Incentives Programs Committee	9		
National Fallen Firefighters Foundation	9		
Rural Water Supply Committee	9		

MARYLAND STATE FIREMEN'S ASSOCIATION

EXECUTIVE COMMITTEE MEETING

NOVEMBER 6 & 7, 2004

SOLOMONS, MARYLAND

The MSFA Executive Committee Meeting was called to order at 0900 hours by President Robert W. Jacobs, at the Solomons VRS/FD in Solomons, Maryland. President Jacobs called upon Chaplain John Long for the opening prayer, and the Pledge to the Flag was led by LA-MSFA President Robyn Duff. President Jacobs welcomed everyone to the meetings and called upon President Jimmy Mattingly of the Solomons department who welcomed all the Solomons. Vice President Balta recognized the following Past Presidents who were in attendance: R. Dempsey (80-81), L. King (85-86), C. Carpenter (86-87), J. Robison (89-90), T. Mattingly (90-91), P. Hurlock (93-94), R. Yinger (94-95), D. Davis (97-98), R. Steger (00-01), C. Mattingly (01-02), T. Thompson (03-04). Other guests were introduced which included LA President Robin Duff. The meeting was then turned over to Vice Chair Mooney who proceeded with reports.

PRESIDENT JACOBS discussed the loss of George Blanco this week, and added that Bob Seville will be returning home around Thanksgiving. He discussed his attendance at the LA-MSFA Fall Conference in Elkton, and he thanked M. Walker for providing the opportunity to attend the premier of the movie, Ladder 49. He discussed the National Fallen Firefighters Memorial Services in Emmitsburg, and he congratulated Ron Siarnicki for his outstanding leadership in this endeavor. He discussed his and the other Presidents attendance at the County Association meetings around the State and their importance to the MSFA. He said a Special Committee was assigned to review the concerns of the Carroll County VFA regarding Junior Memberships and the impact it would have on such programs statewide. He discussed the partnership with several of the state agencies and said SB-479 (MSP AV) hearing concluded last week and the report is due for release in December 2004. He said the Legislative brochures will be distributed after their meeting with the Governor. The Bob Shimer Administer of the Year Award criteria is ready and on the MSFA Website. Attorney Powell reviewed the changes to SB-508 and reported a minor adjustment to the Budget (\$8,744) had to be made.

V.P. SACHS presented and discussed his written report. He discussed the busy schedule of the Presidents and is still looking for suggestions, constructive criticisms and general comments from the membership that can assist the Presidents and the MSFA. He expressed his concern with the recent illness's and deaths of our members and their families. He thanked everyone for their help, support and hospitality as he travels around the State.

V.P. BALTA presented and discussed his written report, but is concerned that we only had about 50 percent of the committee reports submitted by electronic mail this time. He has questions concerning the money allowance for the 2nd V.P. and asked for guidelines for its proper use. This was discussed and he was assured he is spending the money the way it was intended. He discussed meeting with V.P. Sachs and the IT committee and the review of a new layout for the MSFA Web Page. He wants to enhance the visibility of the MSFA among our members and the general public. He asks our officers and the committee chairs to share in the updating of the MSFA website.

SECRETARY KING presented and discussed his written report. The Data Systems Committee and the Secretary's Office have finalized the system for providing reports to those that need them prior to each Executive Committee meeting. The new system allows all reports to be reviewed prior to the meetings, thus saving time during the meetings. The new Member Information Broadcast System is working well thanks to the Data Systems Committee. If you desire to be put on the new system, or want to be removed from it, go to the MSFA Website and log on to the Request or Remove line item. The Minutes of the last Executive Committee meeting has been transcribed and distributed via the Website and the Broadcast System, as directed by the Executive Committee. All official correspondence has been properly received and the appropriate action taken. A mass mailing to all member departments and organizations will be

Executive Committee Meeting Minutes

November 6-7, 2004 – Page 2

prepared covering the Annual Dues Notice, Annual Credentials Forms, Memorial Forms, Convention and Conference events and notices of all Awards and their closing dates. This information will also be posted on the Website with the capabilities of responding via the Web with some of the forms that are required. Another mailing will not be made until late March 2005. Departments are asked to return the Credentials Forms to the Secretary's Office, the Annual Dues payment to Financial Secretary Fred Cross, and the Memorial Forms to Chaplain Harry Hetz. Registration for the 2005 Convention and Conference will start on Sunday morning of the convention, and we ask the departments to forward their Credential Forms as soon as possible, preferably by the Website. The Up-Dated pages for the Board of Trustees "Procedural Guide" will be distributed to the Executive Committee members for distribution to the departments in their areas. Up-Dated copies of the MSFA Constitution and By-Laws will also be distributed to the Executive Committee members for distribution to the departments in their areas. Any individual with additions or corrections to the new 2004-2005 Directory, are asked to forward them to the Secretary's Office. Work is proceeding with the 2004 Proceedings Book. The transcribing has been done and is putting together the other facets of the book. The book will probably be in the hands of the printer within the next month. . The finished product will be distributed to all member departments through the Executive Committee members, Officers, Past Presidents and committee chairs, as soon as possible. President Jacobs and Executive Committee Chair Abrecht have requested every committee and organization to turn in a written report for each Executive Committee meeting. If you cannot meet your scheduled reporting time, please contact the Secretary's Office so that any concerns can be met. He thanked his Assistants (and other individuals) for their continued assistance and service for the betterment of the Association. Leonard reiterated the Web address for the reports as [HTTP//REPORTS.MSFA.ORG](http://REPORTS.MSFA.ORG). He said they have been updating the insurance coverage's, and that the trailer at Cedarville and the storage unit on Solley Road. The cars insurance coverage has been re-evaluated and is now up to date.

FINANCIAL SECRETARY – Susan Schell briefly discussed the written report and the Year To Date Totals as of 26 October 2004 with a total of \$331,486.27. All deposits have been made in a timely manner. On the Low Interest Loan, all company accounts are current and up to date. They are also working with the Low Interest Loan Committee to develop a reporting system so we readily know our balances and interest at a glance each month.

TREASURER Curfman discussed the previously approved Voucher System and so far, the non-use of them. Some people did pick up the vouchers last time, some did not, and only C. Austin called him about the need of a voucher number for work on 17 State Circle. Other than that one, he has received no calls for a voucher number. Chair Mooney asked for a list of those committees (for the Executive Committee to review), that have bills and have not asked for a voucher number (but should have). Discussed the balances and those requested by S. Kesner for last year. He discussed a widow from the Pension Fund whose check keeps being returned as not at that address. He needs to know her new address or her status, etc, so he can get the checks to her if she is still with us. He asked anyone who may know her to let him know as soon as possible. He also discussed the Fire Prevention Grant (\$84,400) and just what type of Grant it is? He was told it is a Spend and Reimbursable type Grant. Bobby Collins discussed the Grant and the monies involved from them and the MSFA. He said the Grant is not a Direct Deposit, but we have to put up 30 percent (\$36,600) of the total Grant of \$122,000. When they did learn of the Grant, they set up the Smoke Alarms Committee for the Deaf and Hearing Impaired (\$5,000), Mid-Atlantic Conference (\$2,000), Place Mats (\$5,000), and Bill Boards (\$10,000). This was previously approved funding before the Grant. They then approved the Bill Boards displays (\$1,000), Risk Watch (\$5,000), Handout type literature (\$1,000) all for a total of \$29,000 (he had approval for about \$30,000). After learning of their approval for the Grant, they expected that money to be received by direct deposit. He was told by Maureen Brooks that the Grant would be administered as it is needed (not all at once) by the committee. They then put in an order for the Hearing Impaired Smoke Alarms (\$20,000). There are only three things he can use this Grant money on: Hearing Impaired Smoke Alarms (\$50,000), Place Mats

Executive Committee Meeting Minutes
November 6-7, 2004 – Page 3

(\$12,000) and Billboards (\$60,000). He has talked to M. Brooks asking for an additional \$10,000 for the Risk Watch, and \$2,000 for the already spent money for the Mid-Atlantic Conference (hoping he can take these two items out of the Grant money). He has not received an answer back yet. He doesn't know if he was supposed to use his \$36,000 first or what, before he gets any of the Grant money. D. Mooney said Bobby Collins and Gene Curfman should get together and talk to M. Brooks and see what can be done to get some of these monies to pay these bills. S. Kesner said the \$36,600 is spread over a two year budget period, which will help with some of the expenses if they are not covered by the Grant.

GEORGE BLANCO REMEMBRANCE – Chaplain Long offered some scripture and a moment of silent prayer was observed for George Blanco who is being laid to rest at this time. May he rest in peace? Vice President Balta will set up a meeting with M. Brooks, G. Curfman, B. Collins and himself as soon as possible to work out this situation. Gene said he has not yet paid back the loan from the Convention Committee for the automobile and will be doing that now.

Governor's Office – President Jacobs introduced Steve Antini (Emergency Management Coordinator on Service and Volunteerism and Citizens Education) He is new on the job and has no report, but welcomes questions and suggestions.

LA-MSFA President R. Duff thanked the Association and looks forward to working with us this year. She extended the sympathy of the Ladies on the death of G. Blanco.

BESSIE MARSHALL FUND – J. Thorne and B. Radisch presented and discussed their written report. She reported they have collected \$11,791.00 since the Executive meeting in August. They have paid out an additional four (4) cases for a total of ten (10) so far this year for \$7,500.00. She thanked all companies that have purchased their lottery tickets. They still have Susan pins, rules, forms and any additional information available and for sale.

MEMA – Director Dronberg presented and discussed his written report. He discussed the Election Day planning and events that led toward the quiet no problems day. There were a lot of sensitive issues around Election Day and it went off as planned. He discussed the continued use of the 1-800-TIPS number. They are answering 30 to 40 citizens' call each day. Many of the calls have led to some requirements of police activities. He discussed the recent Bay Bridge photo's incident that turned out to be his involvement in issues in another state. He discussed the new Branch Managers at MEMA with Mike Ziegler in Regional Operations. They are continuing with the enhanced and combined 24/7 Joint Military and Civilian Operations Center (MEMA and MDNG). The Center will be up and running by 8 December 2004. Discussed the Technical Communications National Incident Management Systems (NIMS) that provides a nationwide template to enable all government, private sector and non-government organizations to work together during domestic incidents. The Critical Incident Management (CIMS) WebEOC software has been installed at MEMA. They have deployed a SSL/VPN appliance to give remote/mobile access from any computer anywhere that has internet access. The new MEMA enterprise web page will go live in the next couple weeks. Discussed Home Security Grants and said MEMA are working with the Quartermaster Program to simplify purchasing through grants for the local jurisdictions (order off website, no money passage involved, it is authorization only). They are reviewing the State Strategic Exercise and Training Plan for implementation. They are coordinating with MFRI for traditional outreach delivery of Emergency Management Institute (EMI) courses. Their next Quarterly Emergency Managers meeting will be held in January 2005. Small Business Administration (SBA) declaration has been requested by Governor Ehrlich for Allegany, Cecil, Frederick, Harford and Washington Counties due to remnants of Hurricane Frances on 6 September 2004 and Hurricane Ivan on 17 September 2004. Hurricane Isabel Long Term Recovery (Public Assistance Program) funding is \$60M in projects. Hazard Mitigation Projects has approved eighty (80) for \$5M. Russ Strickland and Terry Thompson met with the Presidents of MSFA and MFCA and the Metro Chiefs regarding many issues and mentioned the Resources List to be put together. This group has agreed to meet on a regular basis.

Executive Committee Meeting Minutes
November 6-7, 2004 – Page 4

MFRI – Director Edwards presented and discussed his written report. Ron Bowser is now Manager of the Institute Development Section (IDS), Kingsley Poole is now Regional Coordinator for the Western Regional Training Center, Joe Ross is National Incident Management System (NIMS) Program Coordinator, and Shirley Sokolowski will be retiring on 31 December 2004. The American Council on Education (ACE) visited MFRI to conduct the required Five Year Course Review. A total of 32 MFRI programs were approved for equivalent college credit. This brings their total equivalent college courses to seventy (70). He listed the new courses approved by ACE. He discussed IS-700 (Introduction to the National Incident Management System) that can be taken On Line from the MFRI Home Page at www.mfri.org or Emergency Management Institute (EMI) at <http://training.fema.gov/EMIWeb/IS/is700.asp>. The course takes 1 to 2 hours to complete. The MFRI Terrorism Response Training Plan (Revised) (copy included with his report) provides a strategic approach to the identification of required programs and services to meet the objectives of the plan (address the five critical questions concerning terrorism training). EMS Leadership and Supervision Seminar (for both BLS and ALS) scheduled for 10-12 December at MFRI in College Park. A new Fire Department Equal Opportunity Officer's Course (15 hours) is now being offered. MFRI has signed an agreement with Emergency World to develop a new on-line version of the EVOC. Students that complete the on-line training will be tested and then proceed to the 12 hours of practical skills based on training included in their current course. D. Alexander asked about the problem discussed at the August 2004 meeting of the problems with the different Instructors? Steve said they are working on getting more instructors trained and hope to have them in the classrooms soon. They hope to get away from the multiple instructors for a single course very soon.

DNR – Monte Mitchell presented and discussed his written report. So far in 2004 the Agency has responded to 215 wildfires burning 3,004 acres. There have also been 51 prescribed burns completed on 1870 acres. Maureen Brooks has been reassigned to the State management staff as a Fire Prevention and Training Officer. She will be providing statewide efforts for fire prevention, training, interagency mobilization, fire planning, and web services. Interviews were completed in October to fill the Ranger position vacancy in Calvert County. The four (4) seasonal firefighters have been funded for fiscal year 2005. They are currently developing a long-term heavy equipment replacement plan. Two lowboys are scheduled to be replaced (they are each over 43 years old). No funding is budgeted for 2005-06. In August 2004, Maryland dispatched one 20 person crew for initial attack in Northern California. Eight single source personnel were dispatched on nine assignments to Alaska, Arizona, California, Idaho and Minnesota. In August 27 departments received grant funding of \$75,352 for the installation of 52 new hydrants. As of October 2004, none of the projects have been completed. The projects must be completed by 1 March 2005 and documentation submitted by 15 March 2005 for reimbursement of expenses. In August 2004, 43 departments were awarded VFA grants for \$81,455. As of 18 October 2004, eight (8) departments have returned the necessary documentation to receive their grant payments. The remaining departments have until 15 November to submit the required paperwork.

MIEMSS - Dr. Bass presented and discussed his written report. Concerning SB-479, the Joint Legislative Committee held a hearing on 12 October 2004. They received a briefing on MIEMSS' prevention efforts and heard testimony regarding the issue of the use of commercial helicopters for certain EMS responses. The final meeting of the Committee is scheduled for 17 November 2005. MIEMSS has established an EMS Work Force Committee to maximize obtaining and retraining EMS Providers within Maryland. They sent out a survey (that can be completed on-line) to identify various issues and assist the committee in obtaining their objectives. The next meeting of the Work Force will be held at MIEMSS on 10 November 2004. HB-343 (Hospitals – HIV Testing - Health Care Providers and First responders), passed during the 2003 Legislative Session. There is now a broader representation of health care workers and first responders who did not participate in the original workgroup. This report will go into the 2005 Legislative Session. The EMS Board has proposed regulations for the licensure of Specialty Care

Executive Committee Meeting Minutes
November 6-7, 2004 – Page 5

Transport Ambulance Services. There are three components to the regulations: the main body of commercial ambulance service regulations, the educational requirements and credentialing, and recognition of jurisdictional services that provide specialty care transport. The Commercial Ambulance Regulations were adopted and became effective 15 October 2004. MIEMSS has been awarded \$164,352 for the second year of 3, in the Rural AED (RAED) Grant Program. The '04 funds may be used for the purchase of AED's or CPR/AED training. The same counties that participated last year are eligible again this year in the FY04 project period. They are trying to get a grant for any jurisdiction, not just the rural areas. Currently there are 394 approved Layperson AED facilities in Maryland with a total of 861 sites. As of May 2004, there were 60 reported cardiac arrests in the layperson AED Program, with an 18 percent return of spontaneous circulation at EMS arrival. There is a proposed amendment to the AED statute that includes the removal of individual use restrictions and removing the minimum age limit for an individual using the AED. These changes have been approved by SEMSAC and the EMS Board, and will be submitted to the upcoming session of the Maryland General Assembly. As we now know there is a shortage of the Flu Vaccine this year. EMS providers should attempt to gain access to the Flu Immunizations via usual routes (local health departments or hospitals). He recommended the Flu Mist for those under the age of 50, if it is available. The regular vaccine should go to those over age 65 as they cannot take the Flu mist. If a health care provider takes the Flu Mist, can they still perform their EMS patient care duties? The answer is yes. They continue to monitor Yellow Alerts that have decreased overall for Maryland over the last several months; however, they do continue to be an issue for Maryland hospitals and EMS providers. The Geriatric Emergency Medical Services Advisory Committee (GEMSAC) did a presentation at Pyramid 2004 and continues to look at the Under-Triage of elderly trauma patients in Maryland. A survey was conducted of EMS providers to determine the reason for Under-Triage of elderly patients when compared to adults under the age of 65. The survey will be posted on the MIEMSS website in the near future. He said EMAIS is alive and well as of 1 July 2004 in seven counties and will be in Annapolis soon. MIEMSS is awaiting the delivery of the on-line reporting system from the vendor. This should make data more available in the jurisdictions. The 2005 Protocol Update is being finalized and will become effective in July 2005. A pocket version will also be developed. MIEMSS has received a Federal HRSA Grant to fund a Bio-Terrorism Preparedness project for EMS. He included with his report the Continuing Education programs available in the upcoming month.

EMS – Chair Tome presented and discussed his written report. He reported progress is slow on HB-343 (mandatory source testing for infection control). The goal is for mandatory source testing for exposure source patients. HB-479 (maintaining the Medevac helicopter service) Study committee is in its final year and will be reporting at the end of the year. He discussed the CRT Bridge process and updates saying 356 have not yet updated and a letter will be sent defining the requirements. They are looking at a Re-Entry Process to be developed for the CRT's that have surrendered and not updated. This is to get them back in the system. The Flu situation shows they are working with the State Dept. of Health and Mental Hygiene to include EMS Providers in the priority for access to the vaccines. The SEMSAC/BLS sub-committee is progressing toward streamlining the reciprocity between jurisdictions. The BLS Refresher will be more skill oriented by a refresher with more hands on. The EMS committee requested that MIEMSS develop a Scope Of Practice comparison documents for all levels that will reflect the proposed SOP with the existing SOP. They are asking the Executive Committee to draft a letter stressing the number of hours for programs be kept similar to what they are now, and not increased, and the EMT-1 be maintained as a level of licensure. If this is not adopted at the National level, Maryland will maintain programs at similar hours and the provider level of EMT-1. They also do not want to see the CRTI Intermediate level taken away as has been proposed at the National level.

MFRETC – Dan Stevens reported they have met and everyone was asked to bring the goals and directions for their committees, and that will be followed up with committee meetings. They will have a full report at the next Executive Committee meeting.

Executive Committee Meeting Minutes
November 6-7, 2004 – Page 6

TRAINING – Chair Stevens presented and discussed his written report. Their goal this year with MIEMSS is to help the companies get up to speed. They asked Steve Carter to come up with a 2-3 hour company drill. The drill should be ready the first of 2005. They are developing a single page, front and back, survey to be filled out by the provider (EMT-B and higher). He discussed the problem now with instructors saying the daytime classes are a problem and said Southern Maryland is rotating the instructors. He discussed the High School Cadet Program that started this year in Calvert County, and is now underway in Waldorf. They are also available to help with the under 16 years of age Cadets when needed. D. Alexander said T. Thompson (not G. Mellon) chaired the special committee on firefighters under 16 years of age.

LOW INTEREST LOAN – Chair Robison presented and discussed his written report. They discussed the present law concerning the Low Interest Loan Fund and the Emergency Assistance Trust Fund committees. They were told that Delegate Norman Conway is drafting a Bill to clarify the concerns of the MSFA. The committees will continue with their present regulations and await the changes that may come from the Bill. He discussed the need of a tracking system for the many dollars received from the State, the money loaned out, the money returned by payments, and the interest received. They are working with a program that might take care of these concerns. The committee considered three loan applications from the Silver Hill VFD/RS, Whiteford VFC and the Odenton VFC. Silver Hill withdrew their application for additional information and the possibility of a Federal Grant. The committee did approve the loan applications for Whiteford VFC (\$275,000 for pumper), and Odenton VFC (\$300,000 for Tower). They also approved a Grant application for Odenton VFC (\$79,801 for Tower). The committee recommends these applications be approved by the Executive Committee. The following motion was made by D. Cox and 2nd by C. Moe:

MOTION: To accept the recommendations of the Low Interest Loan Fund Committee and approve the Loan applications as listed above for Whiteford VFC (\$275,000), Odenton VFC (\$300,000), and the Grant application for Odenton VFC (\$79,801). W. Donaldson recused himself from this vote as he is a member of one of the company's involved. Motion was approved by all.

AUDIT – Chair Robison had no written report. The committee last met in August 2004, and they are becoming busier with the additional dollar items being required by the State with the Loans and Grants, and the paperwork is increasing more each year. He expressed his and the committee's loss of Chair Emeritus Henry Purdy (47 years on this committee).

FEDERAL LEGISLATIVE OVERSIGHT – Chair Robison presented and discussed his written report. The committee last met on 18 October 2004. He said President Bush has signed the \$33.1B Department of Homeland Security Appropriations Act of 2005. The Firefighters Grant Program (Fire Act) is included and will be \$650M. Also, the legislation provides \$65M for the SAFER Program (Staffing for Adequate Fire and Emergency Response). The Firefighters Grant Program was re-authorized for five years (thru 2009).

CONSTITUTION AND BY-LAWS – Chair Skinner had no written report but did supply the Board with copies of the latest MSFA Constitution and By-Laws. He reminded everyone that proposed Amendments must be submitted to the committee in a timely manner so they can be reviewed and handled in time for the Convention in June.

WAYS & MEANS – Chair Jonske presented and discussed his written report. He summarized the raffle ticket sales to date, and thanked the MSFA members who helped make this raffle a success. He mentioned the many places and events the Raffle Tickets have been sold (Chesapeake City Canal Days Event, Mason Dixon Fair in Northern Harford County, Harford County Farm Fair, Bel Air BBQ Bash, Sunfest at Ocean City and a set up in Calvert County). A total of \$15,559.00 has been turned in and Harford County is responsible for \$13,168.00 of that total. He thanked the many people that have helped with the ticket sales. Presently 60,000 tickets are in the hands of the fire companies, rescue squads, and ladies auxiliaries

Executive Committee Meeting Minutes
November 6-7, 2004 – Page 7

throughout the state. He included with his report, a list of the tickets sold for 2003/2004 by company and county.

FIRE LAWS BOOKS – **Chair Bilger** presented his written report and discussed the Books. He said apparently our printer has exclusive rights to the printing of our Book. He discussed the CD Rom for the Book vs paper copies. The cost for 850 Books is \$35 each plus \$5 for the CD. He said the Book must be “produced”, but it does not say in Book format. R. Yinger said he thinks we previously approved the Book being printed at least every two years. Mark is now waiting for confirmation on when the Books will be printed and delivered to the committee. Once he has the Books, they will be distributed to the appropriate people in a timely manner. He also attached to his report, a list of the 2002 Edition of the Book purchased by outside parties. He said a committee has been established to look into a county wide residential sprinkler ordinance, and he will be serving on that committee.

WATERCRAFT – **Chair Johnson** presented and discussed his written report. The committee is working on gathering additional data to complete the resource list for distribution, engagement with MEMA in the planning process, and development of a mini-symposium at the 2005 MSFA Convention in June.

LEGISLATIVE – **Chair Davis** presented and discussed his written report. He said the lease on 17 State Circle has not been renewed, and apparently no one has seen it, nor knows where it is. L. King felt that the lease is for 100 years at 25 year increments, and the first was around 1977 with Marvin Gibbons, with no money involved. Danny asked about the Memorial PR man now at 17 State Circle, and his being there when the new Legislation is in session. D. Mooney said the Foundation has hired a Memorial’s Professional Fund Raiser and he will not be at 17 State Circle when the Legislation is in session. They have permission to use a room at MFRI for their man to work out of at that time. D. Mooney said if this comes to worse, then the man can work out of his own house. President Jacobs discussed this Fund Raiser individual and said they want no conflict with the Foundation being at 17 State Circle, so let’s all work together. Don said we do not own the property, we have an Easement Agreement. D. Davis said the committee continues to monitor the Task Force, studying the funding of Maryland’s Emergency Services. They will hold a session on 17 November 2004 to prepare the final report that is due in December 2004. Apparently the Helicopter issue should be moot. They have been informed that the Governor is proposing to transfer the distribution of the Senator Amos Funds from the MSP to MIEMSS (at the request of the MSP). The transfer is part of the Governor’s Legislative Package for the upcoming 2005 session. They will monitor this issue very carefully to make sure no administrative costs are taken from the fund. The Slot Machine saga continues and R. Yinger learned that Delegate Clagett will introduce legislation to earmark 5% of the Slots Revenue to the Fire, Rescue, and EMS Departments. The committee will be working with Delegate Weldon and the Fire Caucus to re-file HB-914 (Vehicle Laws – Approaching Emergency Vehicles parked on highway’s – Driver’s Duties). They will solicit support from the MSP on this safety issue. The Annual Legislation Reception will be held on 7 February 2005 (5-7:30 p.m.). He thanked PP Riley for arranging the use of the Miller Office Conference Center East Room 1, for this event. The Annual Emergency Services Display will be held during the week of 14 February 2005, in the House Office building, and R. Yinger will be the point of contact).

DATA SYSTEMS – **Chair Snader** presented and discussed his written report. They last met on 28 October 2004. He said the Fire Incident Reporting using NFIRS 5 is now underway, however, a significant number of companies have not yet submitted their reports to the State Fire Marshal’s Office. If you are (or know of someone) having technical issues with submitting their report, have them get in touch with Rick Kosko of the Fire Marshal Office, Skip Menzies, or him. They will be moving the Server that receives the files and moves them to the Fire Marshal’s Office, to the MIEMSS Data Center before Thanksgiving. This is an attempt to ensure a higher level of availability for the Server. The hot topic of their meeting was the need for better reporting, and improvements to the fire reporting systems across the state. They should take the Fire Incident Reporting System just as EMAIS is being taken. They believe the CADD System may be required for this, with all jurisdictions loading calls to the same system. They

Executive Committee Meeting Minutes November 6-7, 2004 – Page 8

reviewed the new MSFA Website design with VP Sachs and Balta, and agreed it looks good and should be easy to use, and we should start to see it within a week or so. With the new website they would like to start the on-line Store too. They have a communications issue with the Special Activities Committee, as they are in need of photos of their inventory and the retail cost of those items. They hope by the 2005 Convention, to have every Form used by the Association, be fillable and produce a printed copy on-line. One of their goals is to look at providing an interactive way for Committee Chairs to enter information on their pages directly from the website. President Jacobs asked that they review a proposal to provide credit card authorization, with the expectation to provide the convenience of credit card purchasing to the MSFA activities at the MSFA Convention, etc. He asked they use just one company and replace our Pay Pal agreement with that company. They will provide an update on implementing this suggestion at the February 2005 Executive Committee meeting. Our Host Company has changed its hosting plans and the committee is in the process of moving our sites to the new plan. With the new plan, they get a lot more space and some other additional features at a lower cost. He supplied with this report, answers to a few frequently asked Questions About The MSFA Website.

CONVENTION & CONFERENCE – Chair King presented and discussed his written report. He thanked everyone that helped with the Convention last year and he'll double your pay if you help again this year. He discussed the most positive events at the 2004 Convention and said the areas of most concern were the lack of attendance during the sessions and the breaks in the main floor program. There will be new surprises with the Opening Ceremony, and the Joint Officers Banquet will be held again at the Convention Center again this year at the request of President Jacobs. He said the 2005 Convention will be held on 18-24 June. The Convention Center has to be reserved several years in advance so the future Convention dates are: 17-23 June 2006, 16-22 June 2007, and 14-20 June 2008. T. Mattingly discussed the 2005 Program Book that is now getting started. He said the printing company (George Klear of Leonardtown) we have used many times and who has been a big asset and friend to the MSFA, died last week. Our condolences go to his family, who will continue in his work. He said when you receive your department packet of information take your ad form and send it with your Copy Ready information ASAP. W. Donaldson discussed the Convention Exhibits for 2005. The Exhibit packets will be going out to our prospective vendors by the first of the year. Special Exhibit pricing and spacing will be made available to member departments. Please have your department take advantage of these savings. The Program committee (Ken Bush and Ron Siarnicki) have stated forming the main floor program, and the training and educational seminars. Anyone (or committee) having suggestions or desire to have a program must contact them as soon as possible. Leonard discussed the continued cooperation MSFA receives from Ocean City from the Mayor on down to the last employee, and they realize the importance of the MSFA Convention and Conference each year to Ocean City. The committee has made arrangements for discounted rooms at several of the Hotels and Motels in Ocean City (The Grand Hotel, Francis Scott Key, the Princess Bayside, and Princess Royal). He again thanked the more than 200 individuals that assist with the many aspects of the Convention and they are still looking for a few good people willing to give their time to assist with the Convention in 2005. Leonard said the Beach Party needs to be revamped, so any ideas please let him know. They are considering having two Golf Tournaments (in lieu of one) as it has been very popular and over applied for in the past. A donation was made at this time (from the Convention Golf Tournament and the Boot Drive) of \$7600 each to the National Memorial and the Maryland Memorial. Chair Don Mooney accepted the donation on behalf of the Memorial Committee. Tommy said the profit of the Golf Tournament comes from the Hole Sponsors (not from the players) and he challenged every department to sponsor a Hole in the 2005 tournaments.

EMERGENCY APPARATUS OPERATOR'S LICENSE – Chair Steger had no written report but gave an update on the license cards. He said the Date for Grand-Fathering the license (1 October 2004) has passed. There has been some conflict in obtaining the cards as each department has to go thru their County Executive. He reiterated the three ways to legally drive an emergency apparatus in Maryland

Executive Committee Meeting Minutes
November 6-7, 2004 – Page 9

(Have a commercial driver's license Class A or B, Have a non-commercial driver's license Class A or B, Have a Class C regular driver's license and the Emergency Vehicles Operators Card). To qualify for the Emergency Operator's Card, you must complete an EVOC course, and meet the in-house requirements of your department.

FIRE PREVENTION – Chair Collins presented and discussed his written report. The committee discussed the letter from Harford-Cecil VFA's regarding Miss Fire Prevention, and the committee has agreed to their request. Billboards are presently located at Rt-40 West of Cumberland and Rt-50 in Berlin. Tom Collins is working on Billboards on Rt-40 Cecil County, Rt-1 Easton and Frederick County Rt-15. The seasonal billboards for Thanksgiving and Christmas will go up this month. He said Miss Fire Prevention (Michelle Gallion) has been doing an outstanding job this year and he had a copy of her report and the events she has attended. The Risk Watch Program is presently in over 200 schools (11 added this year) in Maryland. The committee is now working to get the Program into schools in Howard, Montgomery and Baltimore Counties. The Smoke Alarms for the Hearing Impaired number 1700 alarms now in service. Peggy Webb is working on a design to be used on hand out brochures. As of 26 September there were 64 fire deaths in Maryland. Their next meeting will be on 16 January 2005 at Laurel VFC. They displayed at this time the latest billboard Fire Prevention sign that will be displayed in Western Maryland on Rt-219. The next one will go up in Southern Maryland. They hope with the Grant they will be displayed even more throughout the state.

INCENTIVES – Chair Joan Robison presented and discussed her written report. The committee continues to monitor the counties for legislative update in their respective programs, and they continue to furnish information to those counties without LOSAP. She included with her report a chart showing Qualifying Volunteers by county for 1996 – 2003, and Qualifying Volunteers by county by Years of Service for Tax Year 2003. The increase in qualified Volunteers in 2003 was partly due to the years of service being reduced to three years, and partly due to former members becoming active again. She received a request from P. Hurlock for Queen Anne County who is starting a program working with VFIS. Pennsylvania Legislative Administrator Jim Hertzler and State Senator Michael O'Pate have proposed a \$250 Tax Credit for qualifying firefighters, and they want to use our program as a model for theirs. They will introduce a Bill similar to our TIP, and Joan has offered to assist them in any way. She further discussed her 2004 Maryland Percentage Method Withholding Tables that shows the amount that each county volunteer received from TIP.

NATIONAL FALLEN FIREFIGHTERS FOUNDATION – Board Member King thanked Richard Yinger for his support and many hours of work on framing the prints that are given out each year to the survivors. Work has begun on the total remodeling of the Chapel that is named after Chief A. Marvin Gibbons. It is going back to the original look, both interior and exterior. He thanked the many people and organizations for their efforts and service over the Memorial Weekend in October 2004. They are trying to obtain a donation from UPS for the shipment of the prints that are sent to the survivors across the country each year, but have received no reply to date.

RURAL WATER SUPPLY – Chair Alexander presented and discussed his written report. The committee last met on 12 October 2004 at the Winfield Community VFD. They will submit the Dry Hydrant Design and Installation Tips they received from MDE, and continue to submit one line water supply reminders to the Trumpet for publication. They are currently assisting Laytonsville VFD in hosting a rural water supply drill for this late fall or early next spring. The South Carroll Water Supply drill will be moved to the fall of 2005. They are creating a Dry Hydrant Standard, including a standardization of connection size and thread. Currently Maryland has about 6 or 7 different threads on Dry Hydrants. They probably cannot do anything with this due to the different areas around the state; however, they do plan to look further in to this. The committee will assist the MDE permit process for dry hydrant installations where a DNR Grant is involved. The next committee meeting will be held in January 2005, day, time and location to be determined later.

Executive Committee Meeting Minutes
November 6-7, 2004 – Page 10

AWARDS – Chair Graf presented and discussed his written report. He presented the final version of the Bob Shimer Administrator of the Year Award. He discussed the updates and the printing of the new Awards Manual. They are asking for information from all Awards Chairs, to inform them of all updates so they can produce a 2004 Awards Manual. The badge and pin are being worked on for the Shimer Award. They are now considering a Cadet Of the Year Award, and looking for more information on the idea. D. Cox discussed the MSFA Ribbons and the “MSFA” coming off of the ribbon. If this happens, contact Doyle for a new Ribbon (Bar) for \$6.00 (at MSFA cost). If anyone wishes to purchase the ribbons you have already earned, contact the committee so they can be ordered.

GEMAC/SERC – Terry Thompson had no written report but said they met about two weeks ago and he is working on the Sub-Grant committee, and a meeting is scheduled in about two weeks at MFRI to talk about the Grant process. The Annual Report has to be submitted to the Governor and it should already be finalized.

MEMA FIRE SERVICE PERSONNEL GROUP – Chair Thompson had no written report but said he talked to Dennis Beard and they will be getting all parties involved together for a meeting in December 2004.

CADETS – Chair Thompson had no written report but discussed the Cadet Program. A survey has been sent out to see what is out there now. They discussed how the kids are being instructed, so they are now asking MFRI to assist in how the Cadets are being instructed now. He said the Secretary of Labor needs to tell us what Cadets can (or not) do. We need to know so we don't open our selves up to the wrong thing. We are being told our Cadets cannot do certain things, but on a recent poster seen in Carroll County, for example, they saw a 14 year old ROTC girl coming off a tower (75 ft in the air) at Camp Frederick. He hopes to have more information for us by the February 2005 meeting. D. Mooney discussed the two different classes (age groups) of kids as Cadets and Juniors. Apparently even the Boy Scouts are running into these types of problems. Skip Jewell said the Boy Scouts are an organized group with parental consent and part of an organized program, and fire fighting is employment, and that's the difference between the two with the implication being very clear. V.P. Sachs discussed the age groups and said Fire Fighting is different and very explicit that you can for those 16 to 18 years of age. If you are under 16 years of age, however, you cannot.

INDIVIDUAL MEMBERSHIP – Doyle Cox presented and discussed his written report. In trying to provide services and benefits for the Individual Members, they are now being invited to join the State Employees Credit Union (SECU). The committee has requested the Executive Committee approve this concept and authorize President Jacobs to sign and forward a letter (after it is reviewed by our Attorney) to the Credit Union indicating we are interested in becoming affiliated with the Credit Union. The following motion was made by W. Donaldson and seconded by D. Alexander:

MOTION: To authorize President Jacobs to sign and send a letter to the State Employees Credit Union indicating our interest in becoming affiliated with that Credit Union. After discussion, motion was approved by all.

MARKETING – Chair Underwood They are still working on a DVD with numerous action shots of fire/EMS and Ladies Auxiliary, to be used for displays at different conventions, open houses, etc. If anyone has any digital pictures they would like to donate, put them on a CD and give them to someone on the committee. Frank discussed the Individual Membership and what they have scrapped and salvaged what they could and what they now have. They now have discounts in Baltimore, and they have talked with Jeep (Chrysler dealer) and they have authorized us a \$500 discount on a new or used vehicle. This offer is the same offer being made to the Military and the offer is time limited. He has now received a letter from Honda and they will work with them to see what they can get. He has also increased the Gift Certificate locations. He said the more you buy the more free items you will get. Dell will now give us a

Executive Committee Meeting Minutes
November 6-7, 2004 –Page 11

12 percent discount on their computers. After June of 2005 it will cost you \$20 to join the MSFA Individual Membership.

17 STATE CIRCLE – Chair Austin presented and discussed his written report. The roof and the rest of the building have been painted and look good. He will be putting up Holiday decorations next week.

SAFETY – Chair Olson presented and discussed her written report. She listed their meetings for the next 8 months, and the next meeting will be 21 November at Williamsport Co-29. They held a Safety Seminar on 11 October, “When Things Go Wrong”, with guest speaker Gordon Graham, and one on 29 October with Chief Billy Goldfeder the guest speaker. They are trying to partner with Baltimore County Vol. Firemen’s Association to have one combined seminar in September 2005. The Hybrid Vehicle power point presentation is being updated to reflect the new Hybrid vehicles on the market as of November 2004. The Smith Statham Award Information will be sent out to all companies in January 2005. They are working on a Survival Brochure (in time for the convention in June) to help with preparations for talking a vacation and taking care of yourself on the way to and from your vacation. They plan to put safety topics in the Trumpet and Maryland Dispatch starting in January 2005. Their primary Safety message this year will be “Scene Safety at Highway Incidents – Traffic Hazards”. They are trying to coordinate with the Cumberland Valley Firemen’s Association to coordinate this message. They also plan to set up Safety Seminars at the 2005 MSFA Convention in Ocean City. They also plan to do the Russ Healy Airbag Demonstration again this year at the Convention in June. They have their Safety display set up this weekend at this meeting that contains pocket masks and safety information brochures available for the taking.

STANDARDS/NFPA – Chair Huttenloch presented and discussed his written report. He said NFPA will be meeting next week. He discussed the proposed important highlights of that meeting: NFPA 1977 - Protective Clothing and Equipment for Fire Safety in the Woods (Chainsaw Foot Protectors). They have found in the woodland a lot of foot injuries and the need for foot protection. They no longer need an over-boot for protection, and it is a lot easier to run without the over-boot. NFPA 1452 – Guide for Training Fire Service Personnel to Conduct a Dwelling Fire Safety Inspections. This goes along with NFPA 1380 – New Sprinkler System for Domestic Housing. The guideline is there to cover the inspection on both homes and apartments. The following are being reviewed and updated: NFPA 1003 is the plan to revise all of the qualifications for airport firefighting (volunteer and career). NFPA 1035 is the review to revise all of the qualifications for public fire and life safety education. NFPA 1581 is a review of infectious control regulations to conform to the Homeland Security requirements. This now has two Homeland Security people on the committee and this helps the fire service people get the needed shots, etc. Also covers the requirements for sanitizing your vehicles (apparatus) when on a call that involves a Hazmat substance. NFPA 1936 is a review on the standards for power rescue tool standards. All of the equipment will be interchangeable with other department’s equipment. NFPA 1561 is the Incident Management Systems (Homeland Security) to put them in our plans for when we have Incident Command, so they fit in.

PUBLIC ADDRESS SYSTEM – Bill Huttenloch said they have two mikes out of service at this time that is being repaired. He explained the problems with the system here today as the Fire Department has a ground problem with their outlet boxes. This is why the hum in our system was picked up so very readily.

STATISTICAL – Chair Gilroy presented and discussed his written report. He said to date, they have received 299 reports which are over 82 percent of the membership. He has 100 percent returns from 10 counties, and he included with his report, a list of those departments that have not submitted their reports. He has begun the final report for calendar year 2003, and will have it ready so the data can be used by the Legislative Committee in Annapolis this coming session. A copy will be provided to all members of the Executive Committee. He said the Safety Committee now has a place to report hepatitis and heart attacks. He asked for a replacement of Henry Purdy on the Statistical Committee. They are preparing to send out

the calendar year 2004 Forms in January 2005. Any help available to the committee is appreciated. Lynn said he is stepping down as Chair of the Statistical Committee as he plans to run for political office in LaPlata. The reports are done by calendar year, so he is stepping down at the end of this year. V.P.Sachs thanked Lynn for his many hours of service to the MSFA.

Adjournment – 1440 hours – call to order – Meeting called to order this 7 November at 0900 hours. Opening Prayer given by Chaplain Hetz. He asked everyone to remember those we have recently lost. The Pledge to the Flag was led by LA-V.P. B. McWilliams. V.P. Balta recognized the following Past Presidents: R. Dempsey (80-81), C. Riley (83-84), L. King (85-86), C. Carpenter (86-87), J. Robison (89-90), P. Hurlock (93-94), T. Thompson (03-04). Other guests were recognized including LA V.P. B. McWilliams. The meeting was turned over to Chair Abrecht who continued with reports.

MSP-AV: Capt. R. Lewis – presented and discussed his written report. He discussed the following statistics: Total Patient Transports since inception – 108,645. YTD Patient increase over 2003 – 10 percent. YTD Total Mission Load increased by 17 percent. Total scene Medevac requests up nine (9) percent vs same period last year. Law Enforcement activity up 99.3 percent. Home Land Security Patrol Checks, 1038 missions vs 229 last year. Total Search & Rescue (Code 4) requests up 0.5 percent and Code 2 (inter-hospital) up five (5) percent. He discussed the Golden Hour and that the Aviation Division strives to attain a benchmark of 95 percent compliance to the Golden Hour Delivery Threshold. Discussed factors (Beyond their control and within their control) that affect the Golden Hour Delivery. YTD for 2004 they have 94.91 percent compliance out of 3421 transports. He discussed additional initiatives and enhancements (helicopter replacement – state wide committee, 800 MHz radio capability, FLIR/Video/Microwave capability. and a Federal Partnership with the Custom Service, Secret Service, the DC Flight Paths, and Home Land Security & Defense). He thanked the many EMS and Fire personnel they have worked with, and their help in keeping their time on the ground to a minimum in getting the patient in the air. They will hold a CPR Day for Calvert County on 11 November 2004.

TRUSTEES – Chair Riley presented and discussed his written report. They have not had any disability or Line of Duty death claims since the last Executive Committee Meeting, therefore, they have not had a meeting. The total disbursement for those receiving benefits is the same as for September and October 2004, at \$13,675.00. D. Alexander asked about possibly automating the Trustee actions. C. Carpenter said it is all (Procedure Book, instructions, forms, etc) on the computer now. The Form can be printed and mailed to the committee, but not yet able to send the completed Form by email, yet. L. King said this has been on the computer for a long time, and the latest updated Procedure Book will be on there as well, within the next week.

ATTORNEY – Powell had no written report. He said the Low Interest Loan Settlements are progressing well. He has discussed the procedures with V.P. Sachs, and as a result, has revised the letter that goes to the Companies regarding (after their approval) what needs to be done to be qualified to go ahead and settle. One of the issues has been more than one member of the Company coming to him for a status report, and he has always asked for only one contact person, but this does not occur. He discussed a recent settlement in Garrett County where he was later told, the paper work was wrong. From this, he also relates in the letter that the Company's have the rights to have their Attorney review the paper work before they go to settlement. He also wants to have one member of the Low Interest Loan Committee review the applications for accuracy, before they go to Roger and settlement. He discussed the Individual Membership and conversation with Frank Underwood about the consideration that the vendors need to sign contracts so they know what they are getting and we know what to expect in return as far as using our name and logo. Frank is now taking this for consideration. When we tell the members this is what they get, we can back it up as it is now in writing. He discussed the lease for 17 State Circle, and he said he has never seen the lease and does not know of its whereabouts. This is being pursued and hopefully a copy will be obtained. He read a letter (with a signed original poster) from MBNA regarding the 9-11-01 attack on the USA. He presented this to President Jacobs, who said it will be displayed at 17 State Circle.

Executive Committee Meeting Minutes

He said obtaining the original CO's (Certificates of Origin) from the Vendors is still a problem. They do not want to give it up until they get their money. Maybe he has to contact the Vendors advising them of this need.

FIRE MARSHAL – Barnard presented and discussed his written report. He thanked the MSFA and every fire service organization that has partnered with the OSFM during the past 40 years. He said almost every region of the state currently has a vacancy in the DSFM ranks. DSFM John Tennyson and John Nelson have begun law enforcement in the Criminal Justice Academy. DSFM John Wagner of the Metro Region is completing the Academy training in Sykesville. In December 2004, Headquarters will relocate from Hampton Plaza in Towson to MSP Headquarters in Pikesville. He said the 2004 Mid-Atlantic Life Safety Conference was held on 28 September at Johns Hopkins, and thanked the MSFA for their assistance and cooperation. Fire Prevention Week 2004 had this year's theme "It's Fire Prevention Week: Test Your Smoke Alarms" which was very appropriate. Fire Death's since January of this year was 65. This is an increase of 44 percent over last year at this time. Residential structure fires accounted for 55 deaths, or 85 percent of all fire deaths recorded this year. The second PARADE National Conference will be held at the NFFA in November 2004. He said Towson University has joined the growing list of colleges and universities to install residential fire sprinkler systems in all residential dormitories on campus. He thanked D. Alexander for his work in Sprinkler in the Mt. Airy area. He thanked the MSFA and the Metro Fire Chief's Council for their efforts in supporting the OSFM in collecting the MFIRS data. However, not all departments have turned in their CY 2004 MFIRS data. As a reminder, departments that do not submit their MFIR data to the OSFM may face the loss of the Senator W.H. Amoss Funds. Those departments that have not submitted their MFIRS report, is listed on the OSFM web site. He handed out literature (Home Safety In America) from the Home Safety Council.

MEMORIAL – Chair Mooney presented and discussed his written report. They have signed a contract with Laser Light Technologies Inc (Brick Company) to market our Brick sales. After 1 January 2005 the Bricks will be marketed by Laser Technologies and we will not be selling them. This means the price of the Bricks will go up and they will be marketing mostly to businesses and corporations. The Bricks will have to be ordered on-line via the Laser Light website (www.fundraisingbrick.com) and pay through PAYPAL. They have some issues with the Architect and are in the process of setting up a meeting with him to address the concerns. They have been contacted by Mr. Gene Lynch of Smart Growth Investments L.L.C. regarding the Memorial, and they are now awaiting a proposal from him in reference to the Memorial. He discussed the possible problems with the Memorial site, etc. and will be asking the Executive Committee for help on what they should do after they receive the proposal. They will be meeting on 1 December 2004 to hear the proposal regarding the property. V.P. Sachs said the easement agreement is in escrow and we have not been challenged by the state regarding any lines. We need to wait for the proposal before we do anything. Don said they have hired an Administrative Assistant for the Foundation (Mr. Chip Riddlesberger) as of 7 October 2004. He will be reporting to Gene Worthington and will perform such duties as telephone inquiries, draft correspondence, assist with presentations, etc. He is presently at 17 State Circle.

HISTORICAL & ARCHIVES – Frank Underwood had no written report, but said the renovations on the Firefighter's Room are on standby. Otherwise, they are good to go.

FIREFIGHTER OF THE YEAR – Chair Gatton Sr. presented and discussed his written report. He said the committee has not met since the August 2004 meeting, but have been in telephone contact. They will be sending the Rules for the Firefighter Of the Year Award to all MSFA member companies via the US Mail in January 2005. They are still open for suggestions as to how to better promote this award.

PUBLIC RELATIONS & BULLETIN – Chair Watkins presented and discussed his written report. He has been in contact with new possible ad sponsors, but nothing back since sending the information they requested. He has turned over some PP pictures by disk for the year 2000 (Carl Edelin). R. Steger and C. Mattingly have their pictures and they will have a set for G. Worthington as soon as they can get together.

Executive Committee Meeting Minutes

They are looking for sources in each jurisdiction that can be contacted with news affecting local fire and EMS companies, and who will get the news published. The next Trumpet will be out in December. If any company has a big happening coming up, let him know so it can be covered and put in the Trumpet.

TRANSPORTATION – Chair Flint presented and discussed his written report. Their last meeting focused on the organization of the re-certification forms as to changes and deleted members. Letters have been prepared ready to go to MVA to flag tag holders who are no longer members of the MSFA. New tag members were also entered into the database from the certifications that have been returned from MVA upon the issuance of tag numbers. This is all they need now. They no longer need a letter from the President or Chief of the department to have the tags pulled. The \$5.00 fee is now being collected by all County Coordinators for all new tags. They have received a new MVA printout listing all MSFA logo tag holders. The printout is currently being researched to extract the Black and White tag holders. Upon completion a listing will be sent to all County Coordinators, as well as the specific company. Again they are asking help in eliminating the Black & White tags. When the new printouts are ready they will be given to all member companies to verify (that the data is correct). A printout of the current data-base was sent to MBNA at the request of Attorney Powell. This information will be used to solicit credit card applicants.

BUDGET & REVUE – Chair Kesner presented and discussed his written report. The committee has not met formally since the August 2004 meeting. There have been no requests as of this report and everything seems to be moving along well. V.P. Balta asked the committee to develop spending guidelines for the Vice Presidents, as to what is allowable, and under what budget categories they apply. Steve has talked to a few of the Past Presidents about this and they will be put into a draft form to review. The committee met yesterday regarding the Fire Laws books that will be paid at about \$35,445.00. There is \$12,300 budgeted for the books in FY-05 and another \$12,300 in FY-04. This leaves a non-budgeted balance of \$10,845. He has found this money, however, as in the 2004 Appropriations they had some money left over, and the balance on this account is now \$24,444.99. The budgeted \$12,300 has not yet been taken from the surplus amount. This will then leave a surplus balance of \$12,144.29. The committee recommends the \$10,845 needed for the Fire Laws books come from this amount, and the remaining \$1,299 be re-allocated to the Safety Committee for the funds that were withheld from them in FY-04. He said the Scholarship Committee has already over spent their FY-05 budget in the amount of \$1,055. The following Motion was made by Ben Kurtz and seconded by Bill Hildebrand:

MOTION: To approve the recommendation by the Budget Revenue Committee as stated above to use the surplus funds to make up the needed funds (\$35,445) to purchase the Fire Laws books, and the remaining \$1,299 be re-allocated to the Safety Committee. Motion was approved by all.

D. Mooney asked if funding guidelines for the Vice Presidents is really needed? V.P. Balta asked what he is actually supposed to spend his allotted funds on? T. Thompson said this is not a problem, but could be if a set of guidelines was written to specify the exact use of the funds. D. Skinner said the expenses given the V.P.'s are covered in the Constitution and By-Laws.

HONOR GUARD – Report received from J.F. Hawley, but no one here to discuss it. They reported minor changes in the Awards for the Honor Guard Competition, and felt some type of award should be given for every team competing. To allow for this, they suggest the Commanders Award be left in place, and change the other awards to reflect first thru the number of teams competing. This change was approved by the committee. It was noted that this has to be presented to the Convention and Conference Committee. The Honor Guard will assist the Special Events at the Convention as: President's Banquet, Joint Memorial Service, Opening Ceremony – Honor Guard Competition Winner, and Joint Installation of Officers. The Dover AFB Honor Guard (Sgt Mark) admitted their mistake at the 2004 Convention where they did not show up, and they have agreed to do the judging for the Competition at the 2005 MSFA Convention in June.

Executive Committee Meeting Minutes

HAZARDOUS MATERIALS – Report was received from Charles Ray, but no one present to discuss it. The committee last met on 8 September at Brooklandville. They are currently updating the Guidebook with the new DOT Emergency Response Guides. When updated, they will be working with Dave Lewis (MFRI) to disseminate the document to the member fire companies. They are working on their website project compiling the websites and links they want to include in this very useful source of information for the first responders.

SHOCK TRAUMA – Report was received from J. Spearman, but no one was here to discuss it. The report covered Patient Admissions FY2005 vs 2004, FY 2005 Patient Admissions, Beds Occupied (by month) for FY2005 vs 2004, OR Cases (FY2005 vs 2004), and Scene Patient Diversions FY2003 – 2005. It discussed their Educational Programs and their EMS website.

ACTION ITEMS –

1. Shirley Sokolowski of Field Programs Section at MFRI is retiring effective 31 December 2004, and it was asked we recognize her for service to the MSFA. D. Stevens said he will take care of this.
2. Request by the EMS Committee to send a letter to MIEMSS regarding their Scope Of Practice, stressing the number of hours for programs be kept similar to what they are now, and not be increased. President Jacobs said the letter has been written and he will sign it and pass it on.
3. Fire Laws Books – the Books vs the Books on disk. M. Bilger said the law on the books now says that part of the money given to the MSFA is to be used to publish the Laws of Maryland. What does publish mean, book format or electronically? R. Powell said the word “publish”, is broad enough to encompass disk or electronic, or paper (books). The price of the disk is about one third the cost of printing the books. R. Snader said the publishing company sells an HTML website intended version. We cannot legally put it on our website, unless the publishing company says we can. He feels we need to talk to the people that use the books, to see what their need is today. M. Bilger said we do need to update the book, and purchase it no less than every two years, preferably every year. L. King said while thinking about putting the Fire Laws Book on a disk, also consider doing the same thing to the Proceedings Book.

GOOD OF MSFA –

B. Collins discussed and displayed at this time, the new large cloth Fire Prevention Banner that was donated by the recently deceased George Klear (Leonardtwn Printing Press). D. Cox asked about the old Fire Prevention patches that used to be available. Bobby said they have a few and will look into getting more as a fund raiser.

B. Kurtz said the 75th Anniversary Banquet of the Jarrettsville VFC was last night, and Harford County’s Legislative Reception and dinner will be held on 10 December 2004 in Abingdon.

W. Donaldson discussed the new Anne Arundel County Fire Chief, saying they are still doing a wait-and-see on Chief Blackwell.

C. Moe discussed the passing of Mr. Forrester from Company 49 and their new Acting Fire Chief Sedwick. Discussed the PG County Court House fire in Upper Marlboro.

D. Alexander said a media briefing will be held next Tuesday in Mt. Airy on the First Residential Sprinkler System under their new Code.

D. Cox said Southern Maryland’s Legislation Reception will be on 17 November at the Mechanicsville VFD. He said the Vice Presidents need the MBNA Credit Cards. After discussion, Roger said he will take care of this for the three Presidents and the Secretary.

J. Guntow said the 100th Anniversary of Ocean City Fire Department, will be celebrated in April 2005. He discussed the proposed additional 5 percent increase on the property tax to help cover the shortfall of Fire Department funding in Somerset County.

B. Hildabrand said Kent and Queen Anne Vol. Fire & Rescue Association are having their 75th Anniversary on 13 November in Rock Hall.

R. Smith thanked the MSFA for their thoughts and comments in the passing of Henry Purdy, and they will be passed on to his family.

Executive Committee Meeting Minutes

S. Kesner Thanked everyone for their concern with the passing of George Blanco.

P. Sterling discussed the passing of George Blanco, and thanked everyone for their concern. As of 1 January 2005, Tom Carr will be the first Montgomery County “County Fire Chief”. They will also have an Executive Director that will work for the County Association, and for the first time, “collective bargaining” for the Volunteers. The Montgomery County Volunteer Fire Rescue Association will be the group to represent the Volunteers. They will also have a Volunteer Division Chief, appointed by the Fire Chief, who must come from the ranks of the County Association.

President Jacobs filled the vacancy left by Henry Purdy on the Statistical Committee, with Richard Smith (for Talbot County). He asked for recommendations to fill the Chair position of the Statistical Committee being vacated by Lynn Gilroy. He said the Senator Amoss Fund is being moved from the MSP to MIEMSS, or MEMA, but will require Legislative action, so any thoughts on this, let him know. D. Mooney said the Presidents and the Legislative Committee can take care of this and will be supported by the Executive Committee in their decisions.

Closing prayer was offered by Chaplain Hetz. There being no further business to come before the Executive Committee the meeting was adjourned.

Respectfully submitted,

Office of the Secretary
Leonard T. King, Sr., PP
Joseph A. Cooper
Ronald E. Watkins
Jacqueline Olson
Frank J. Underwood

MOTION SUMMARY

MOTION: To accept the recommendations of the Low Interest Loan Fund Committee and approve the Loan applications as listed above for Whiteford VFC (\$275,000), Odenton VFC (\$300,000), and the Grand application for Odenton VFC (79,801). W. Donaldson recused himself from this vote as he is a member of one of the company’s involved. Motion was approved by all.

MOTION: To authorize President Jacobs to sign and send a letter to the State Employees Credit Union indicating our interest in becoming affiliated with that Credit Union. After discussion, motion was approved by all.

MOTION: To approve the recommendation by the Budget and Revenue Committee as stated above to use the surplus funds to make up the needed funds (\$#35,445) to purchase the Fire Laws Books, and the remaining \$1,299 be re-allocated to the Safety Committee. Motion was approved by all.