Executive Committee Minutes
Sudlersville Volunteer Fire Company
February 7 – 8, 2015

The meeting was called to order on February 7, 2015 at 9:00 a.m.

President Keller appointed Benjamin Kurtz as Acting Chairman, due to the Chairman and Vice Chairman being unable to attend the day session.

AUDIO DIFFICULTIES AT THE BEGINNING OF THE MEETING; AUDIO WAS NOT RECORDED UNTIL PRESIDENT KELLER SPOKE.

Members present: Ben Kurtz, Mark Bilger, Mike Faust, Dan Stevens, John Fisher, Chuck Walker, Richard Smith and Justin Towles.

Opening Prayer was given by Chaplain Harry Hetz.

President Keller – see report
• The texting and driving will be presented at the convention
• Ron Watkins is in the back to take pictures
• There will be a presentation at this meeting.
• Presentation – Del Marva Power presented a check for the convention of $12,500.
• Bel Air Steve Cox thanked all for the standby at the LODD.

1st VP Johnie Roth – see report
• Table cloths received and used today
• Polar Bear plunge in January
• Please don’t forget to sign up for a committee for next year
• Send in any/all corrections to your information
2nd VP Mike Davis – see report
- Moving back to Maryland
- Baby born 12/16/14, everyone doing fine
- Spoke of NREMT testing
- Concerns of the helo not being called when necessary and SYSCOM not sending one when needed

Secretary Doyle Cox – see report
- Credentials are coming in, but slow
- **Action item** - Approve the minutes of 12/6&7, 2014
- Received a letter from Avalon Shores dissolving their membership to the MSFA; have been a member since 1943
- Last meeting discussion on by-law change – members have a copy. Written by Mike Farlow - **action item**

**MOTION BY John Fisher, 2nd by Mike Faust to approve the minutes of December 6/7, 2014 at Pocomoke City….PASSED.**

Chief Chaplain John Long – see report

**Bessie Marshall Fund Elaine Huttenloch** – see report
- 24 cases paid to date for $21,600.
- Lottery tickets are coming back - $9,486 collected
- Thank you for the Sunday donations

**Fire Prevention Ambassadors** Stacy Holden, 1st Runner Up Brittany Hill – see report
- Workshops coming up May 17th
- Brittany passed her EMT and will test NREMT
- Both will do the Polar Bear Plunge in January 2016

**NFPA PRESENTATION** Kim O’Malley – what is offered on the NFPA website.

**FINANCE TEAM:** Ron Siarnicki, Fred Cross, Steve Cox – see report
- Three documents sent to members of committee
- 1099, W2G mailed and filed with IRS
- Direct deposits done
- Appropriations fund balance is down
  - NVFC Membership Program
  - Fire Prevention Grants
- Contract services of $3,000 have to get bids, per Federal Government, need pre approval
- PNC credit card issued for SAFER Grant committee
- Final reports being done
- **Financial Secretary** Mitch Vocke – dues notices sent out 12/15/14, with only 37 outstanding invoices.
• **Budget Committee** Steve Cox – no written report
  - 5315 line item adjusted
  - Budget looks solvent
  - Travel re imbursement – correct info will be posted under budget on web page
  - 2016 Budget – documents going on line in next few weeks. Asking for goals from committees for budget use, deadline May 1st
  - If a committee does not submit a form, monies will not be put in their account
  - By-laws – ask for an amendment to change the reporting date and the reserves.
  - Request for action: possibility for food at committee meetings
    - Request the Executive Committee rescind the action that was done under PP Worthington(2002-2003) to not pay for food.
    - #2 - the committee will submit a dollar amount as part of budget for that committee
    - Authorization to open an account for telephones at 17 State Circle. These lines were paid for by the State and MSFA is responsible now.

**MOTION: Mark Bilger, 2nd by John Fisher to rescind the motion/action taken in 2002-2003 to not pay for food at committee meetings….PASSED**

**MOTION: John Fisher, 2nd by Justin Towles if a given committee submits a line item for food in their budget, it will be considered by the Budget Committee…PASSED**

**MOTION: Richard Smith, 2nd by Justin Towles to open an account for three (3) telephone lines at 17 State Circle, Annapolis, at the state rate.** Mark Bilger asked about DATA lines, R.Siarnicki said Comcast handles the data and the contract is with MSFA. **PASSED**

Fred Cross thanked everyone for cards and prayers for Pat.

**CONVENTION COMMITTEE:** Ron Siarnicki, Tom Mattingly PP, Wylie Donaldson, Dave Lewis PP, Ken Bush, Danny Davis PP, Roger Steger – see report
  - Went to Gerald Dennis’ retirement dinner in OC (worked at the convention center)
  - Looked at the Performing Arts Center, holds 1200 seated – beautiful facility. Another road trip later to finalize things. Discussions of another phase already.
  - 1st mail out has been sent
  - Meeting with Signus and partnering with Firehouse convention and MSFA convention, they will market ours as well as theirs
  - Franklin Square band will perform at the convention at no charge
  - Presidents’ banquet will be at the Clarion Hotel
  - PP Danny Davis – bag stuffing, need help. Will be seating families. Recipients of awards will be notified so they will be there.
  - PP Dave Lewis – exhibits
• PP Tom Mattingly – production: stage in same location; moving along just fine.
• 125th Anniversary Tom Mattingly: meeting scheduled with Water Witch; 1st event will be in Baltimore, 2nd in Frederick. Logistics are being worked on
• Ken Bush – program:
• Ron – met with Tourism in OC to discuss the cost of hotels and food.
• Coupon books available again
• MSFA Store is not working, would like to abolish it and let vendors take care of the products. The mugs, shirts for convention will still be done.

MOTION BY MIKE FAUST, 2ND BY JOHN FISHER TO ABOLISH THE MSFA STORE AND GO WITH A VENDOR...PASSED

Discussion by Mark Bilger, Justin Towles about the surplus and vendors, Chuck Walker
• PP Dave Lewis talked about the Monday night bingo; Gloria Lewis is taking over this activity.
• PP Tom Mattingly mail out has been mailed, keep reports short and to the point.

NATIONAL FALLEN FIRE FIGHTERS FOUNDATION RON SIARNICKI
• Memorial service will be in Emmittsburg in October is the same weekend as the Dover race, cannot be changed due to commitments on both.
• 1st Cancer Summit in DC was held to discuss the epidemic in the fire service – 4 times greater in the fire service.
• Hired 2 positions to take care of the paperwork
• Presentation after lunch today and will be in the training room to answer questions.

STANDARDS/NFPA OVERVIEW COMMITTEE KEN BUSH (see report)
• An opinion for a standard inspection for a member company making re-application for MSFA membership…it is recommended that no additional inspection would be necessary to approve the application.

MARYLAND FIRE AND RESCUE INSTITUTE STEVE EDWARDS (see report)
• Mark Bilger – MD Weekend being on Valentine’s Day

R ADAMS COWELY SHOCK TRAUMA CENTER MS. CLAPP (see report)
• Did a Power Point presentation

MD EMERGENCY MANAGEMENT AGENCY Clay Stamp (see report)
• Took over January 21, 2015
• Summer 2014 MEMA staff moved to Owings Mills
• MJOC has completed an upgrade of the communication infrastructure
• SEOC in June 2014 completed a renovation of the facility
• MD has established four (4) response operations status levels (see chart in report): 4-lowest gray, 3-green, 2-yellow and 1-highest red
• MEMA has six (6) regions within the state and has been assigned a Regional Liaison Officer (RLO)
• MD Emergency Preparedness Program (MEPP) 4 mission areas:
  o Prevention/Protection
  o Response
  o Recovery
  o Mitigation

MIEMSS Dr. Seaman, Dr. Alcorta / EMS COMMITTEE Bill Dousa (see reports)
• NREMT testing – presented data on the testing
• SYSCOM/EMRC renovation is going well
• Ebola decreasing
• EMS Care is in Ocean City April 29 – May 3, 2015
• All jurisdictions using eMeds
• Sub-committee to the Infectious Disease, need a representative from the volunteers to serve on the committee. Trying to develop a check list for volunteers as well as hospitals.
• March a joint state-wide Ambulance Safety meeting
• Justin Towles asked about the length of the EMT class and if tele-commuting could be done
• Mark Bilger – measles in MD; make sure immunizations are up to date. Protect yourselves. In MD about 99% of the children are vaccinated.
• 1st VP asked about the paying of the 2nd and 3rd testing on the NREMT testing. Is an issue and being looked at. Asked about the reverting back to NREMT and not re-certiing Maryland EMT; no stats available as yet.

MSP AVIATION Captain Steve Konold Assistant Commander
• Transition to the AW139 is complete
• Trooper 1 ribbon cutting maybe in March
• Gave some stats
• Dauphines are for sale – 2 have been sold
• Mark Bilger asked about the reduction in the MSP helo – is due to the transition to the new aircraft.

WAYS & MEANS Lou Jonske (see report)
• Asked Chair of Convention for a good place to sell tickets
• About $8000 ahead of last year
• Spring Fest is May 7 – 10, anyone that can help please come down
• Returns are slow coming in, get your companies to send a check in

Chaplain Hetz gave the blessing for Lunch
PRESENTATION BY MONSANTO, SUDLERSVILLE VFC – Mike Faust introduced Rick Veers. Sudlersville VFC was presented a check for $2500 on behalf of Village View Farm who won and wanted the funds to go to Sudlersville.

HOMELAND SECURITY Christine and Carl Frank – developed a device “The Range Device”. This is a basic device for departments with a smaller budget. TRX Systems. A presentation was made.

President Keller requested an appointment to the Treasurer’s office for someone to oversee the SAFER Grant. PP Roger Steger swore Drew into office.

MOTION BY JUSTIN TOWLES, 2ND BY CHUCK WALKER TO APPOINT DREW CARROLL AS THE ASSISTANT TREASURER TO OVERSEE THE SAFER GRANT....PASSED

MOTION BY MARK BILGER, 2ND BY JACKIE OLSON PP TO APPOINT RICHARD SMITH AS ACTING VICE-CHAIR OF THE EXECUTIVE COMMITTEE FOR TODAY...PASSED

TRAINING COMMITTEE DAN STEVENS REPORTED FOR KINGSLEY (see report)
- Tele-conferencing discussed as part of the meetings
- 10-year plan discussed
- MD Council of Academies has a seat for a representative from this committee, Leon Fleming has been designated.

NATIONAL VOLUNTEER FIRE COUNCIL DAVE LEWIS PP (see report)
- Final parts for the all state membership is being worked on
- Board Meeting in Virginia April 17/18

SAFER GRANT OVERSITE COMMITTEE DAVE LEWIS PP & PHIL HURLOCK PP
- Awarded $2.2 million to MSFA and MD Fire Chiefs in June
- Almost lost the grant because of lack of participation from MD Fire Chiefs, Dave took over and is making progress
- Rules on how to operate have been approved and attached to report, forms have been made and adopted by the Oversite committee
- Need to hire a Grant Coordinator and a Project Manager to manage the grant distributions. Documents attached to report

MOTION BY JUSTIN TOWLES, 2ND BY RICHARD SMITH TO ACCEPT THE JOB DESCRIPTIONS AND ALLOW THE HIRING OF A PROJECT MANAGER AND A GRANT COORDINATOR (GRANT IS A 4-YEAR GRANT FROM SEPTEMBER 2014 – SEPTEMBER 2018)...PASSED
EMS COMMITTEE BILL DOUSA (see report)
- Minimum Ambulance Standards Committee –
- 2016 Protocol will take about 45 minutes and ALS 90 minutes
- eMEDS – MIEMSS is working on putting a tab on eMEDS for the short form and will populate the report.
- Expiration on the DuoDote Mark 1 Kit is coming up
- Failure rates of NREMT was discussed at the meeting
- Next meeting March 29th at Potomac Heights
- Mark Bilger asked if the committee had heard of students or counties going back to the first responder certification because of the hours of the EMT classes

MD DNR/FORESTRY MONTE MITCHELL (see reports x 2)

MD FIRE MARSHAL OFFICE MARK GERACI (see report)
- 13 vacancies
- Karen McMahon has been promoted to Deputy Chief on the Eastern Shore
- 10 fire deaths to date – 62 deaths in 2014
- Like us on facebook

RISK MANAGEMENT CHIP JEWELL (see report)
- Watching the workers comp situation
- Have a claim with the new car – Bambi won
- 1st VP Roth – WC has anything changed, smaller departments could go under with a large claim to hit them. Presumption Laws……new Secretary of Labor to be appointed, will have a meeting with her to address this issue. Will post in the Trumpet.

STATEWIDE INTEROPERABILITY CHIP JEWELL
- MD First Radio System continues throughout Maryland- in second area now
- Will need a MSFA rep to replace me on the committee
- Public Safety broadband summit in Virginia
- Issue for volunteers to access the broadband on personal devices, NVFC is working on this
- Asst. Secretary Copado asked about the incident in DC with jurisdictions not being able to talk to each other. Chip said DC failed to activate the switch in the tunnel to allow this.

FIRE PREVENTION/LIFE SAFETY TERESA CRISMAN (see report)
- Lori Denbow – Miss /Jr. Miss Fire Prevention; applications on line, due dates May 1st for Miss and March 31st for Jr. Miss
- Cindy Wright Johnson – Risk Watch (see report), have put a DVD on “What to Expect When You Dial 9-1-1”, if anyone wants on contact me
- March 28th training at 0900 at MFRI HQ
CONSTITUTION/BYLAWS COMMITTEE STEVE SCHENIN (see report)
  • Received a proposed bylaw change from Executive Committee and one from Attorney Farlow

LEGAL STEVE COX (see report)
  • Following 27 bills

MOTION BY JACKIE OLSON PP, 2ND BY JUSTIN TOWLES TO ALLOW THE LEGISLATIVE COMMITTEE TO MAKE A JUDGMENTY DECISION WITH CONSULTING WITH THE PRESIDENTS ON BEHALF OF THE ASSOCIATION….PASSED

PRESIDENT’S VEHICLE STEVE COX (see report)
  • Minor repairs to 2nd VP vehicle

DIVERSITY OF THE VOLUNTEER FIRE SERVICE BILL HILDEBRAND – have not met because not sure which direction to go. Need some input. Jackie Olson PP started committee and needs input from each county with how they operate career/volunteer, etc.

GRANTS STEVEN BARRY (see report)
  • SAFER application period opened 2/9/15 and remains open until 3/6/15. Fire Prevention to open on Monday 3/16 (not confirmed)
  • Firehouse Subs Grant applications are open and have a deadline of 3/15/15
  • FM Global has Fire Prevention Grant applications until 4/1/15

RECRUITMENT & RETENTION COMMITTEE JOE CHORNOCK (see report)
  • Meeting at Wheaton VRS 1/20, thank you to the department for dinner
  • Attended the Florida Fire Chief’s Association R&R workshop in Daytona Beach on January 24/25. Got a lot of useful information
  • Recruitment website is still a work in progress
  • FROG was held December 12-14, 2014 in Frederick County
  • Statewide Recruitment Day is April 12, 2015
  • MD State Fair is August 29 – September 7, 2015, will have a table for the week

MARKETING COMMITTEE JOHN DENVER/MIKE FAUST (see report)
  • Discussed doing videos to target specific groups in training classes

PUBLIC RELATIONS RON WATKINS (see report)
  • Pictures have been taken for all the books
  • Will pictures be put on the website? Ron said he does not know

50-50 Sandi Lutz $207.50 – winner is Darby Byrd

Meeting tomorrow will be 0930, wear red tomorrow for National Heart Month

Hospitality room opens tonight at the hotel

Adjourned until Sunday – Chaplain Hetz gave benediction
Sunday, February 8, 2015

The Meeting was called to order by Chairman Abrecht at 0930 hours.

Chief Chaplain prayed and gave a word of inspiration

2\textsuperscript{nd} VP introduced PP and guests in attendance

LAMSFA President Anne Price Davis introduced her officers present

President Keller announced those that got awards last evening at banquets. Mike Faust was presented a check for $500 and proceeds from lunch Saturday.

**STATISTICAL COMMITTEE BARRY JOHNSON** (see report)
- 199 responses from 2014 for a total hours of 11,727,285.24
- Report of companies that submitted is attached to report
- Working on a complete website redesign, if you have any pictures to add to the slide show send them to Barry

**VCAF CRAIG HARMAN** (see report)
- Discussed new online application system
- As of January 11, 2015 the VCAF balance was in excess of $23 million
- Concerns about Walkersville VRC withdrawing their loan application because of the request from MD Military to provide updated documentation. The Board was not happy with the settlement process and went to another loaner.
- Applications reviewed at the January VCAF meeting:
  1. Mount Savage VFD of Allegany County – request $322,500 for replacement of a 15-year old engine. Discussion on repayment and if they could make the payments...VCAF recommendation not to move forward.
  2. Rawling VFD – request a grant for $122,000 and a loan for $241,405.50 for a total of $363,405.50. Due to inadequate financial documentation, VCAF recommendation not to move forward.
  3. Representatives are present to answer questions. Hurlock VFC request $718,444 to purchase a new aerial platform to replace the current 1994. Since the company it was purchased from is out of business and parts are getting scarce it is the recommendation of VCAF to move forward with their request.

**MOTION BY DAN STEVENS, 2\textsuperscript{nd} BY JOHN FISHER TO APPROVE HURLOCK’S REQUEST FOR $718,444 TO PURCHASE A NEW AERIAL PLATFORM...PASSED**

**VOLUNTEER TRUMPET MIKE DIXON** (see report)
- Chair asked about advertisers – there are none
- Concerns of articles not getting in, articles will get in, maybe a next issue
NATIONAL FALLEN FIRE FIGHTERS FOUNDATION RON SIARNICKI, JACKIE OLSON

- Conference will be held in Annapolis in June. Sponsorship for events is needed. Asked if MSFA will be a co-sponsor of the Crab Feast; maybe $1000. Has finance team been informed of this, yes…it is not necessary for a motion as money is in budget.

INCENTIVES PROGRAM STUART CARTER (see report)
- Thank you to Ex. Comm. for their congratulations on my award received last night
- LOSAP for Counties – no change
- MD State tax program – continue to protect SSN, but it is required for submittal. Website is protected.
- Advise all County Point Coordinators of the increase to $3,750 for 2014 tax year; will increase $250 each year up to $5,000. Letter was sent to all coordinators to give to companies
- 502SU form for multiple things to claim

TRANSPORTATION TOM FLINT & WILLIAM FRAZIER (see report)
- Letters were sent to all County reps early in June of the companies that did not certify, asked for a response by September 15th, deadline gone no response. Report on line, (66) companies have not returned certifications.
- MVA has been contacted and tags will be flagged from renewal: PP Olson stated we should not send anymore letters, just move forward. John Fisher – take action.
- Need a rep for Caroline County

HISTORICAL & ARCHIVES (see report)
- Request mugs listed on handout, want Challenge Coins
- ELAINE HUTENLOCH spoke, but could not hear her

$602 was collected for the fire fighter from Solomons that lost his house. He was on stand-by and on the first piece in to his own house fire. Dan Stevens will make sure he gets the money.

1 st VP Roth please fill out a form to serve on the committees – today

Steve Cox - $1,000 is in the budget and does not require an Ex. Comm. Vote

ACTION ITEM: BY-LAW DRAFT
- Richard Smith received an email about being suspended v just suspended from the convention. A lot of discussion re the by-law change and what to do…Secretary Cox pointed out that this is only a draft and can be changed. Stu Carter said to go back to the counties to withhold monies
  Any further action will be done on conference call
REQUEST OF THE PRESIDENT KELLER

MOTION BY RICHARD SMITH, 2ND BY JUSTIN TOWLES TO REMOVE THE CHAIR TOM DEAN OF THE PLANNING COMMITTEE AND APPOINT RYAN WINPIGLER AS CHAIR...PASSED. DISCUSSION ON THE HEALTH AND OTHER OBLIGATIONS OF TOM DEAN.

Jackie selling 2014 convention mugs 2 for $20

EXECUTIVE COMMITTEE COMMENTS:
• John Fisher
• Justin Towles: new County Executive, hopefully a new Chief also. Commend Leg Comm. For work in Annapolis, we need to work on getting new younger members
• Charles Walker: video on reducing fire fighter deaths 9.5 minutes long, worth the viewing on U-Tube
• Ben Kurtz: new County Ex, cutting a lot of things
• Richard Smith:
• Doyle Cox: committee should have a copy of the financial proposal on your computers
• Dan Stevens: congrats to John for his award; most commissioners in three counties are new after the election; thank you for the donation to Mike from Solomons; radio system – new in St. Mary’s, Charles just went to MDTs
• Mark Bilger: new Co. Ex and Fire Chief in Howard County; Carroll Co. several new commissioners; training center on schedule
• PP Roger Steager received the President’s award from OC
• Chuck Walker: Tribute ceremony on August 1st to honor John Hoglund and others as well
• Chuck Abrecht:
• President Keller: Chief of Sudlersville presented a check; will be lunch

Chaplain Long said a prayer and gave the blessing for the meal

MOTION BY RICHARD SMITH, 2ND BY CHUCK WALKER TO ADJOURN...PASSED

Respectively submitted,

Shirley L. Copado
Assistant Secretary
MOTION SUMMARY

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