

St. Mary's County Emergency Services Board
Thursday, November 15, 2018

1. CALL TO ORDER

Shawn Davidson, Emergency Medical Services Chief called the meeting to order at 1704

2. ROLL CALL

Members present

Hattie Norris, St. Mary's County Ambulance and Rescue President
Shawn Davidson, Emergency Medical Services Chief
JA Nelson, President of Fireboard Association
James "Mock" Mattingly, Rescue Association
Steve Facini, Fireboard Association
Dan Geary, Jurisdictional Medical Director
Mary Ann Gardiner, Recorder

Members absent

Ben Woodill, County Fire Chief
Stephen Walker, Director of Emergency Services

Approval of Minutes

I move to approve the minutes of October 10, 2018 as presented.

Motion by Hattie Norris, second by James Mattingly

Final Resolution: Motion Carries

Yea: Hattie Norris, Shawn Davidson, JA Nelson, James Mattingly, Steve Facini

3. PRESENTATION

A. Elections of Officers

Motion 1: I move to accept the nomination of Chairperson for Emergency Services Board, James " Mock" Mattingly.

Motion by Steve Facini, second by Hattie Norris

Final Resolution: Motion Carries

Yea: Hattie Norris, Shawn Davidson, JA Nelson, James Mattingly, Steve Facini

Motion 2: I move to accept the nomination of Vice-Chairperson for Emergency Services Board, Steve Facini

Motion by JA Nelson, second by James Mattingly

Final Resolution: Motion Carries

Yea: Hattie Norris, Shawn Davidson, JA Nelson, James Mattingly, Steve Facini

Motion 3: I move to accept the nomination of Secretary for Emergency Services Board, Shawn Davidson.

Motion by JA Nelson, second by Steve Facini

Final Resolution: Motion Carries

Yea: Hattie Norris, Shawn Davidson, JA Nelson, James Mattingly, Steve Facini

4. COMMITTEE REPORTS

A. Sub Committee Discussion and Appointments

Motion 1: I move to approve the identified specific committees that will serve the board in its regular course of business. The sub committees decided upon are, Advanced Life Support Steering Committee, Budget, Grants, Legislative, Revolving Loan Fund, LOSAP, Master Plan, Scholarships, Training, Recruitment & Retention and the Cadet Program.

Motion by JA Nelson, second by James Mattingly

Final Resolution: Motion Carries

Yea: Hattie Norris, Shawn Davidson, JA Nelson, James Mattingly, Steve Facini

Motion 2: I move that the people we consider for sub committees receive a letter of endorsement from their individual stations

Motion by Steve Facini, second by James Mattingly

Final Resolution: Motion Carries

Yea: Hattie Norris, Shawn Davidson, JA Nelson, James Mattingly, Steve Facini

5. OLD BUSINESS

A. By-Law Change Update

The By-Laws are being drafted. They will be presented at the next ESB meeting to the Board for approval. Once approved, we will then forward on to the Commissioners of St. Mary's County.

B. Radio Report

We have completed all radio testing, indoor and on street. The requirements of the contract have been met. There are 14 buildings that have met the contract requirements, but need signal enhancement. We are planning this project now.

However, before we sign final acceptance we have requested Harris complete a few more technical issues. The first is preventive maintenance of all mobile and portable radios. This is underway. All of our radios here in Emergency Services are completed. Leonardtown FD has been completed and we are working through the remainder. The plan is to complete this task by December 31, 2018 for all first responder radios. Another task we have asked for is P-25 Phase II capability. This should also be completed by December 31. This will double our radio capacity from 9 talk groups to 18. Why is this important? During the Great Mills High School shooting incident we were very close to capacity of our system. If we go over capacity, users will go into a que and not be able to transmit until someone stops transmitting. P-25 Phase capability is critical important to our operations. There are a few other minor issues we are addressing but that is the most important. Going forward, Harris will attend our ESB meetings and be available to comment on our activities.

Pagers - We are very close to having programming worked out and expect to begin issuing them in the coming weeks. Harris representatives were in attendance and had nothing to add to the report.

6. NEW BUSINESS - NO NEW BUSINESS

7. ADJOURN

Meeting was adjourned at 1725

I move to adjourn the meeting.

Motion by James Mattingly, second by Steve Facini

Final Resolution: Motion Carries

Yea: Hattie Norris, Shawn Davidson, JA Nelson, James Mattingly, Steve Facini

Mary Ann Gardiner, Recorder

Minutes approved by the Emergency Service Board on December 12, 2018.