



**Burtonsville Volunteer Fire Department
Board of Directors Meeting Minutes
June 7, 2022**

Call to Order: The meeting was called to order by President Cadogan at 19:03 on June 7, 2022. The meeting was held in-person. President Cadogan announced a quorum was met and the meeting was being recorded.

Attendance: Board Members: Mark Bulla, Tami Bulla, Chester Cadogan, Jamie Calderon, Christine Dunn, Leonard Newman, Jessica Prentice, Michael Ryman
Guests - Recruiter/Volunteer Coordinator Katie Bulla; Office Manager Suzanne Miles; Kelly Barnard

A Board Poll, per Section 11 of the Bylaws, was made by President Cadogan on May 12, 2022: To advance Ms. Miles one week of pay, to synchronize her payroll with other staff and match the terms of her contract. The Board shall reconcile this advance by incorporating it as a portion of her next Merit/COLA pay increase. This will allow us to resolve the matter without any interruption to Ms. Miles pay, avoid any “payback” requirement, and allow us to avoid any issues with ADP. The motion passed with greater than 2/3 approval.

1	President	Chester Cadogan	
2	Vice President	Tami Bulla	Yes
3	Fire Chief	Michael Ryman	Yes
4	Secretary	Jessica Prentice	Yes
5	Treasurer	Mark Bulla	Yes
6	Board Member	Jamie Calderon	
7	Board Member	Glenny De La Cruz	Yes
8	Board Member	Christine Dunn	Yes
9	Board Member	Len Newman	Yes
10	Board Member	Simone Robers	Yes
			8
			80%
		Two Thirds	70%

A. Approval of Minutes: May 2022

The May 2022 minutes are attached. A motion was made by Len Newman, seconded by Christine Dunn, to approve the May 2022 minutes. The motion passed unanimously.

B. Treasurer's Report – Mark Bulla

See attached report for April 16 through May 15, 2022. Highlights discussed by the Treasurer were:

1. Same line items discussed last month are still at or above where they should be for the year (37% of budgeted year).
2. Expenditures are in line with expected. Income is well behind where we should be for the year (37% of year), but we haven't yet received SAFER, EMST or AMOS funds for the year.
3. A motion was made by Chief Ryman, seconded by T. Bulla, to approve the Treasurer's report. The motion passed with one abstention.
4. When the change from Quick Books desktop version to online version was made, an annual fee was incurred. A motion was made by T. Bulla, seconded by Chief Ryman, to authorize a \$900 line item be added to the budget for Quick Books online annual fee.

C. President's Report – Chester Cadogan

1. 75th Anniversary Celebration – Wonderful, well planned, well executed event. Thanks to Christine Dunn for planning the event.
2. President absence June 16-28 – The President will be present for the BVFD Membership meeting on the 15th. Vice President Bulla will cover the President's absence.
3. Payroll update – Payroll is approved by the President, with Chief Ryman second and Ms. Miles as an emergency backup. The payroll schedule has been adjusted so all employees are on the same schedule and payroll is issued after the pay time period (per Board poll above). Leave requests are made, approved and tracked in ADP; leave can be manually updated if needed (e.g. same-day sick leave requests).
4. Open House 2022 – Currently planned for Saturday Oct 1, 2022 (moved from Oct 9 so as to not conflict with National Fallen Firefighters Memorial weekend). So far, the County has not provided clarity as to whether fall events like the Open House can be held.
5. National Night Out conflict – Event conflicts with Board meeting. May need to hold the Board meeting later in the evening or move the meeting to another night.
6. Committee update – The list of committees and their members are attached. Multiple corrections to the list are required. Membership Committee: N. Sheybani and H. Lee are to be removed, L. Gomez is to be added, and spelling of G. Jamsa's name corrected. By-Laws Committee: Robers is S. Robers and Jones is G. Jones. Open House and 75th Anniversary, Jones is G. Jones. May add an additional committee for Retention. Some discussion followed as to how long this membership list applies since it is late being finalized/distributed, and how to promote committees (for example during Membership Meeting times).
7. Auxiliary fundraising – Auxiliary is hosting a fundraiser every 1st Friday of the month at Jersey Mikes. The advertisement issued by Jersey Mike's still says BVFD instead of BVFDA.

Advertisements created by the Auxiliary have already been corrected. Jessica to follow up with Auxiliary whether Jersey Mike's can change their form.

8. Leadership profiles – Reminder to Board members to send updated profiles.
9. Taxes update – 2021 Filing extension request was approved by the IRS (extension is until Nov 15). The accountant was provided comments on the draft filing, which have been incorporated, though discussions about some line items are still ongoing (e.g. assignment of line items between managerial expenses versus operational expenses). An updated draft is expected within the next few days. Aiming for Board approval of the filing at the July Board meeting.
10. MSFA conference 2022 – Gary Jones will be the BVFD delegate to the conference. One item up for vote is the renaming of the Association to more accurately reflect the purpose and composition of the association. A motion was made by T. Bulla, seconded by M. Bulla, to instruct the BVFD delegate vote for option (c) “Maryland State Fire and EMS Association”. The motion passed. A motion was made by T. Bulla, seconded by L. Newman, to vote against Question #2 and have our delegate make it known that “fireman” is not an appropriate term and should be changed to “firefighter” throughout their documents. The motion passed. A motion was made by T. Bulla, seconded by L. Newman, to instruct our delegate to vote in favor of Question #3. The motion passed. The last item up for vote is the election of a Second Vice President of the Association. A motion was made by T. Bulla, seconded by Chief Ryman, to instruct the BVFD delegate to vote for “Paul Sullivan, Jr.” for Second Vice President.
11. Working on AMOS submission. A motion was made by T. Bulla, seconded by L. Newman, to authorize the Chief and President to submit the AMOS 508 application by the June 30, 2022 deadline. The motion passed. The application requests funds towards paying off the rescue squad.
12. Monopole – A crane was found on BVFD property and working on the monopole without notifying BVFD. S. Miles has left messages with Sprint and is waiting to hear back. President Cadogan or S. Miles will update the Board when an update is available.
13. A. Smith has submitted written resignation from the Board.

D. Vice President's Report – Tami Bulla

See attached report. Highlights and additional information discussed by the Vice President were:

1. BVFD hosted mental health training. Trainers informed T. Bulla that they normally receive \$250 donations for their time. Since BVFD is a charity with a tight budget, BVFD instead gave them \$50 towards gas expenses and a gracious verbal “thank you”.
2. Poor response to email and in-person requests for gift cards and/or other donations to the BVFD for the 75th anniversary. Does this suggest a decline in appreciation for the fire/rescue service?
3. Poor turn out of people to help set-up and tear-down for the 75th. Those that did show up, though, helped a lot.

4. T. Bulla went to the Auxiliary June fundraiser at Jersey Mikes. There was little BVFD representation at the fundraiser. For the future, we need to have a more visible presence (e.g. set up a table).
5. T. Bulla proposed to the Board that we do a special fund request in honor of the 75th anniversary of the BVFD. Could be a one-time direct mailer or a big on-line fundraiser (maybe with the first 75 donors getting a gift/reward). See attached report for more details about how these options could be executed. This would be a one-time supplemental request in June timeframe, supplementing the normal fall mailer. A motion was made by T. Bulla, seconded by C. Dunn, to authorize a social media campaign with a premium for a \$75 or higher donation and approve spending the cost of the coins not exceeding \$650 dollars and handling it all online.
6. Burtonsville Day – promote the event frequently leading up to the event day.
7. Sitting on the Association Board

E. Fire Chief's Report- Michael Ryman

See attached report. Highlights and additional information discussed by the Chief were:

1. Sitting on the Association Board is very time consuming and not fun. Poor response to survey on strategic planning, maybe due to lack of understanding about what the Association is/does.
2. The citizen Chief Ryman nominated for an EMS award and who recently received the award, died recently during in ATV accident, which Station 15 responded to.
3. June data will be shared within the next week. Chasing the usual people for lack of compliance completing reports; Chief Ryman to start writing these people up in the future.
4. Staffing remains an issue. Board members to lead by example and help fill these gaps, and encourage others to also.

F. Office Manager's Report - Suzi Miles

1. Fund drive – \$9722 received since January. For fall fund drive, we will include the 75th anniversary in our appeal
2. Squad payment for \$106,004.53 due July 22. Typically would have AMOS 508 funds by then, but there is a possibility the County could be late dispersing funds. Currently have ~\$49000 in BVFD AMOS account.
3. Tax exempt certification expires September this year. State of Maryland provided an online link to renew the certification, but website is down until end of June.

G. Recruiter/Volunteer Coordinator's Report – Katie Bulla

See attached report.

1. Chief Ryman complimented K. Bulla on how well she has gotten up to speed and is doing managing the membership data.

H. Standing Committees

1. Auxiliary (Auxiliary liaison J. Prentice) – A recurring Jersey Mike's fundraiser 1st Friday of every month starting in June. The annual flea market sponsored by SSVFDA will be held Sept 17, 2022, and the BVFDA is planning on purchasing a table. Planning to attend

Burtonsville Day, and asked whether the antique truck attend (probably not likely). Started brainstorming demonstrations that could be held at Open House (e.g. 911 calls, Close Before You Doze, sell hot dogs, etc.). Tentatively chosen Dec 10, 2022 for Selfies with Santa (pending board approval). C. Dunn raised concern that the relationship between the Board and the Auxiliary, while not contentious currently, is also not collaborative. In an attempt to build a more collaborative relationship, propose dedicating the September Board meeting as a relationship building meeting with the Auxiliary invited. Both parties to propose topics for discussion at the September meeting.

2. Membership Committee (J. Calderon) –
 - a. Eric Hauser and Joann Hegbe have resigned.
 - b. Alison Brown is back to active status as of 5/19/22.
 - c. Sara Samadani on school leave through June 23. She becomes active EMS at that time, unless she submits request for additional school leave.
 - d. Parsa Samadani – On the recommendation of Chief Ryman, a motion was made by J. Prentice, seconded by L. Newman, to extend probation until August 2022. The motion passed.
 - e. Have 6 new applicants (3 EMS, 3 fire).
 - i. A motion was made by T. Bulla, seconded by C. Dunn, to grant membership to Andrew Tiry, Nhyira Ghunney, Anthony Rojas, Leya Givviness and Terrell Eaton. M. Bulla expressed concerns about Nhyira Ghunney being able to balance classes at UMBC with taking EMT and becoming an active member without taking school leave. J. Calderon said this was probed deeply during the interview and the candidate felt strongly that she could adjust any semester schedule to accommodate EMS training. The motion passed unanimously.
 - ii. Jacob John Buchert – live-in candidate. Currently lives out of area doing wildland firefighting, so will be unavailable for the entire summer. Plans to move into area to start Montgomery College for medical technology program at end of summer. Proposing to vote him in now, so he can get started immediately once he moves here. Disclosed during his interview a disorderly conduct in 2019 that didn't show in K. Bulla's background check but that could pop up during county background check. A motion was made by T. Bulla, seconded by L. Newman, to grant membership to Buchert membership. Motion passed with 1 vote against.
 - iii. Auxiliary candidate Lois Rhoades attended the May info session and is now pending an interview with the Membership Committee.
 - f. Membership Committee meeting tomorrow.
3. 75th Anniversary (C. Dunn) – no report
4. Peer Support (C. Dunn) – helped one member who reached out for help
5. Bylaws Committee – first meeting has been scheduled for next week
6. SAFER Grant Tuition Reimbursement and Gentilcore Scholarship (C. Dunn) – will be sending email soon about submitting applications for reimbursement of spring semester tuition. \$2523 left in Gentilcore account, ~\$16,500 left in SAFER account.
7. Grants/United Way/CFC/BGE (S. Robers) – no report

I. Reading of Communications - none

J. Old Business - none

K. New Business - none

L. Good of the Order - none

M. Executive Session – Discussed ADA accommodation request from a pending new member. No update from the County on the status of his request.

A motion was made by T. Bulla, seconded by L. Newman, to adjourn the Jun 2022 Board of Directors meeting; the motion passed. The meeting was adjourned at 21:21.

Submitted by Jessica Prentice, Board of Directors Secretary

Attachments

1. May 2022 Minutes
2. Treasurer's Report
3. President's Report – Committee List
4. Vice President's Report
5. Fire Chief's Report
6. Recruiter/Volunteer Coordinator's Report
7. Membership Committee Report



Membership
Calderon (Chair)
Bulla T
Prentice
Barnard
Brooks
Sheybani
Watson
Lee H
J Gamsa

By-Laws
Bulla T
Robers
Barnard
Wade S
Jones

Recruiter Hiring
Bulla T (Chair)
Cadogan
Prentice
Robers
Dunn C
Calderon
Ryman

75th Anniversary
Dunn C (Chair)
Bulla T
Goodarzi
Jones
Meacham
Robers S

Facilities
Ryman (Chair)
Cadogan
De La Cruz

Open House
Jones
Meacham
Smith (Chair)

Member Support Services
Dunn C (Chair)
Bulla T
Cadogan

Quartermaster
Flores (Fire)
Prentice (EMS)

Scholarship
Dunn C

Staffing Calendar
Noel (Fire)
Watson (EMS)

Grants Management
Robers S



Vice President's Report: June 2022

I offer the following report as a brief summary to the Board of Directors on activities since the last meeting report:

1. I have continued to work with the new Recruiter/Officer Manager in regards to training and learning BVFD processes, etc.
2. I attended the EMS Meeting on May 16th, during EMS Week. Chief Ryman presented EMS shirts to team members and while attendance was not stellar, it is good to resume these in-person meetings.
3. I hosted mental health training on May 18th, as part of Mental Health Awareness month. We had approximate 18 attending, less than I had hoped, but we will continue to seek out external presenters. Good feedback from attendees.
4. I attended the MCVFRA Meeting (virtually) on May 19th as the BVFD Alternate.
5. I completed the MCVFRA Strategic Planning Survey, in support of their Strategic Plan. I hope all Board Members did as well.
6. I attended the Harrisburg Fire Expo with the new Recruiter on Friday, May 20th researching current recruiting initiatives and materials in Pennsylvania.
7. I worked on gift card solicitations for the 75th Anniversary celebration.
8. I assisted the 75th Anniversary Committee with the event set up and clean-up on May 21st. The event was a success, but we suffered from a lack of Committee assistance and Christine Dunn and Megan Meacham deserve recognition for carrying the load.
9. I served as "Acting President" during the week of May 23rd, while President Cadogan was out of the Country. There were no major issues or concerns.
10. I attended the Membership Information Session on May 23rd. It was really good to see five new candidates in-person. We are going to work towards in-person format for all future info sessions, interviews, and orientation sessions.
11. I assisted EMS Master Prentice with a one-on-one Member meeting on May 29th.
12. I attended the Burtonsville Placemaker Planning meeting with the Volunteer Recruiter on June 1st.
13. I attended the MCVFRA Board Meeting (virtually) on June 1st.
14. I participated and promoted the Auxiliary's fundraiser via Jersey Mike on June 3rd.
15. Throughout the month, I provided daily administrative support to the Fire Chief and President to meet standard management demands of the Department. I hope all Board Members also reviewed materials shared, draft policies, and updates from leadership.
16. I have set up a Membership Committee Meeting with the new Recruiter for Wednesday, June 8th at 7pm to review processes and maximize team coordination.
17. I began developing a proposal for a possible "special" 75th anniversary fundraiser I would like the Board to explore/consider (details below).

75th Anniversary Fundraiser Concepts for Discussion

Basically, I want us to consider possibly exploiting the major milestone a bit:

- I would like us to consider doing a one-time only direct mail (letter without a follow-up),
OR
- Doing an on-line virtual fundraiser.
- I sit on a couple of other Boards and they were talking about leveraging special events/times/anniversaries.

Direct Mail Options

- ONLY ask prior actual donors to consider a special \$75 donation in honor of our 75th.
- ONLY ask those who HAVE not given, to make a special donation to recognize the 75th.
- Target non-apartments, or whatever we choose.
- The industry leaders all say that a direct mail program should allow you to identify high dollar donors, individuals who have made a notable donation, as excellent prospects for making a specific gift, when directly solicited.
- We would have to pay Choice Marketing for mailer and postage.

On-line Options (no direct mail costs)

In this option, the first 75 donors of at least \$75 receive a specially designed 75th Anniversary Keepsake Coin (a variation of the one for event attendees). This should cost us less than \$500... the direct mail option appears to have greater costs and management demands. I found a fulfillment option that would manage the packaging and shipping aspect of the coins. So \$5 for coin, \$5 for fulfillment, \$65 clear on each \$75 donation. Little impact on BVFD personnel. Our donations spiked during COVID. We are still ahead of pre-COVID figures. But... let's at least talk it through at the Board Meeting.

2018	\$52,233.96	5.99%
2019	\$54,932.46	6.11%
2020	\$72,546.00	7.34%
2021	\$64,347.00	6.80%

Respectfully Submitted,

Tami Bulla

6/5/22

Burtonsville



VOLUNTEER FIRE DEPARTMENT, INC.

June 2022 Membership Operations Report

*I will be at work and unable to attend.

Staffing:

- 1. Please continue to work to fill open shifts. Weekend and Monday night drivers have been the hardest openings to fill lately.**
2. A special thanks to those who continue to step up and provide additional staffing or move to provide coverage.
3. If you have the ability to and are minimum staffing for fire or EMS please try to assist with the GAP period (1700-1900) Monday-Friday. Even 1 minimum staffing member makes a huge different.
4. VOIC's and senior personnel, please ensure that duty night checklists are submitted for EVERY shift.
5. Summer vacations are coming. Please give advance notice and work with others to cover shifts. Sliding from one night to another in the same week does not fill a hole, it just moves it.

Apparatus:

1. E715B is OOS for significant pump repair.
2. Please leave utility vehicles in a better condition than you found them.
3. Please ensure utility vehicles are signed out when utilized. Failure to do so will result in loss of that privilege.
4. When utilizing fuel cards to fuel utility vehicles please be sure to input the information correctly. A fuel card has been connected to each utility key.

Training:

- 1. Please submit completed drill sheets on every duty night unless prevented by calls.**
2. Personnel taking classes are expected to follow the training notification policy for communication of class statuses, grades, etc.
3. Prob. EMS Samadani continues to ride aide calls. Prob. EMS Ramos should start aide calls in the next few weeks.
4. The annual MIEMSS BLS protocol update training is live. Please ensure this is completed. It is a state requirement to maintain an EMT license.
5. Fall EMT schedules have been announced. We are actively working to pre-register new personnel.

Operations:

1. **SAMS Hours logging is coming back up as a monthly issue. Personnel must log hours each duty night. We will not be providing extra time at the end of each month to log hours moving forward.**
2. Please make sure sleep-in times are posted each duty night.
3. Drivers of all units should review and ensure familiarity with OOS criteria and the defect reporting systems. Additional training is coming on these items due to a few recent issues.

Misc.:

1. Please ensure that the dayroom is not being utilized as a bunkroom. Personnel should not be planning to sleep in the dayroom.
2. Professional appearance is important. Please ensure the uniform policy is being followed on your duty night. Sweatpants are not appropriate uniform attire prior to 2100 hours.
3. If you eat anywhere besides the kitchen, especially the board room or training room, please do not leave food related garbage in those rooms. Either take out the trash or use another receptacle.

Probationary and Junior Management

1. I am responsible for the management of these classes of membership. If your 1-year anniversary is coming up, you will likely hear from me.

Facilities

1. We have been approved to have the SCBA compressor and fill station replaced by MCFRS. This is a \$66,000.00 project. We are hoping to have an ETA soon.
2. The firehouse aprons (front and rear) replacement ETA is now Fall of this year. The large pot holes have been temporarily filled.
3. We are waiting on the final round of mattress and bed replacements.
4. MCFRS received a grant for LED lighting upgrades in firehouses. Every light in the firehouse will be switched over to LED soon. Most of the lights will have motion sensors for energy savings.

COVID Response:

1. PPE for calls remains the same and MUST be followed and documented in FireApp and eMeds.
2. As of 6/12: 238 PUI responses by BVFD personnel, with 74 patients testing positive.
3. Please remember that I still need to be notified of every PUI transport

Incidents: Since last meeting

5/18/22- House Fire- 8300 Will Street- Laurel
PE715, T715, C715

5/19/22- One trapped- SB 29 prior to county line
RS715

5/27/22- One trapped- SB95 at Old Gunpowder Rd
RS715, C715

6/3/22- ATV accident - 1116 Briggs Chaney Rd- Fatal (dayside)
PE715, RS715, M715, C715 as VDC700

Data: May 2022

Calls- (unit responses)

Calls	Unit
A715	234
M715	255
PE715	181
T715	181
RS715	82
C715	11

Failure to Respond

Unit	Total	Gap	Weekend	Weeknight	A	B	C
A715	8	4	4	0	1	4	3
RS715	9	2	6	1	4	4	1
T715	2	0	1	1	1	0	1
Total	19	6	11	2	6	8	5

Call Standing by Personnel: As of 6/1/2022

Name	Calls		Name	Calls
Terwilliger, Hannah	137	1	Ryman, Michael	159
Barnard, Kelly	100	2	Bulla, Mark D	105
Hong, Jaewon	80	3	Brooks, Akil	34

BVFD June 2022 Minutes

Cadogan, Chester	72	4	Ruiz Flores, Luis	30
Sheybani, Nima	69	5	Davis, Thomas	29
Calderon, Jamie	65	6	Parco, Andrew	29
Chrosniak, Lauren Grace	60	7	Gallagher, Kyle	28
Zheng, Mei Y	56	8	Mokosso, Terence	24
Prentice, Jessica	55	9	DeLeon, Sierra	13
Newman, Leonard	55	10	Robers, Brandon J.	4
Brown, Cameron D	53		Saval, Harry M	4
Mathew, Rohith George	52		Williams, Jr., Bryant-Alonzo	3
Samadani, Parsa	52			
Smith, Alexis	50			
De La Cruz Vasquez, Glenny	42			
Gebremedhin, Brhan A	38			
Taylor, Shelby	32			
Ramos, Jason	28			
Newman, Michael	24			
Harter, Shelly	23			
Lopez-Puentes, Roberto	18			
Hauser, Benjamin Roland	17			
Shastry, Anagha	12			
Austin, Kristopher	8			
Samadani, Sara	8			
Brown, Allison	7			
Bulla, Tamera G	1			



Board of Directors Meeting: Recruitment and Retention

June 7, 2022

VOLUNTEER COORDINATING

- **Working on a [Prototype Member Hub](#)**
 - Uses the Weekly Staffing Sheets to auto calculate Leave and Incentive Points.
 - I just started working on it on Thursday, so there is a ways to go.
 - So far I have brought over the information from every weekly staffing sheet so far this year and have the leave tracker working
 - Still need to add in area on the weekly sheets that captures the information from additional shift and gap coverage in order to have the Incentive tracker auto-generate
- **Inactive Member Outreach**
 - **Park, Jong** - Have been working with him to reschedule his Physical and come in to recert CPR with Chester. Physical scheduled for August
 - **Wong, Myles** - Hoping to return in July, and was curious about what was necessary to get back up and running.
 - **Hegbe, Joann** - Got in contact, unsure if she will be able to return due to school, awaiting documentation.
 - **Samadani, Sara** - Got in contact, will need to extend school leave, awaiting documentation.
- **Physicals / SAMs Hours**
 - Working on a way to keep track and remind members to take care of these things without adding to the deluge of emails.
 - Did outreach for all those who have received first or second notices to schedule their physicals
 - Did outreach for all those who have not consistently updated their SAMs hours
 - Looking to add some sort of capability to make the SAMs hour tracking part of the Member Hub.
- **Retention Survey**
 - EMT Smith and I are interested in preparing a survey for our membership that covers topics related to Recruitment and Retention.

RECRUITING

- Created new [Membership Committee Hub](#) for tracking Applicant progress, scheduling/tracking interviews, and collecting data points on the membership process.
- Worked with the MC for several interviews, many applicants to present to the BOD.
- Created online fillable versions of documents. Including the Application, References forms, and a combined Interview checklist/questions document.
- Had a well attended May Info Session! And we have 6 applicants ready for the next one! I will work with the MC to schedule.

Applicants In each Stage	
Inquiry	4
Info Session (Invited)	0
Info Session (Confirmed)	0
Post Info Session (Total)	14
Waiting on Applications	12
Waiting on References	2
Interviews	0
Recommendations	6

June 2022 Board of Directors Meeting: Recruitment and Retention

SOCIAL MEDIA

Ad Summary (May 2-June 2)

Reach: 13,688 (+9.8%)
Engagement: 168 (+100%)
On-Facebook leads: 2 (+100%)
Messaging Started: 3 (+100%)
Total Budget Spent: \$145

Post Summary (May 2-June 2)

Facebook Page Reach: 22,823 (+53.3%)
Instagram Reach: 1,702 (+110.4%)
New Facebook Likes: 20 (+82%)
New Instagram Likes: 14 (-64%)

Takeaways / Notes

- There was a connection issue for half the month with Meta and Instagram, that has been rectified now, but some dedicated Instagram content would be good to bolster up our follower numbers on that service.
- Did some tweaking to the target audience, which ended up favored by people in New Jersey and Pennsylvania to a higher percentage than Maryland, so that is interesting. Will continue tweaking!
- I downloaded TikTok... we'll see how that goes.

EVENTS

- **Lancaster Fire Expo**- Attended the expo on May 20, 2022. Very few recruiters were working the event, but got lots of ideas from various booths for future events.
- **Burtonsville Lions Club** - attended their meeting last month, will be attending this month, hoping to continue the relationship between the department and the Lions, and collaborate on events and fundraisers in the future.
- **Firefighter Fridays** - First Friday of every month for the rest of the year, Jersey Mike's is holding a fundraiser for the BVFD auxiliary. Started on June 3, 2022. Created a graphic that can be used for this purpose monthly and scheduled those posts for the next two months.
- **MCVFRA Luncheon** - Set up a monthly lunch with Satchel, and opened it up to the rest of the LFRDs as an informal meeting to discuss ideas and foster more communication and collaboration between LFRDs and MCVFRA recruitment. (Friday June 10 at Dogfish Head Alehouse in Gaithersburg.)
- **MSFA Conference in OC** - Will be attending for the week of June 18-24. We do not have a booth, but I will be participating in all events as BVFD's representative, (I will also make John wear one of the kid's plastic helmets to also participate in the representation.) Hoping to gather ideas for recruitment and retention, as well as hand out LOTS of business cards.
- **Coffee with a First Responder** - Megan setup this great event at Starbucks on June 25, I've made some graphics and will be continuing to work with her to make it happen!



**MEMBERSHIP COMMITTEE REPORT
JUNE 7, 2022 BOARD OF DIRECTORS MEETING**

THE FOLLOWING STATUS CHANGES ARE PRESENTED FOR ACTION				
	MEMBER'S NAME	CURRENT STATUS	REQUESTED STATUS	VOTE
	Eric Hauser	Prob FF	Resignation submitted	
	Joann Hegbe	Inactive EMS	Resigning to relocation out of area	
	Allison Brown	School Leave	Returned to Active EMS status as of 5/19/2022	
	Sara Samadani	School Leave	School Leave through June 23 - reverts to Active EMS at that time	
	Parsa Samadani	Prob EMS	Chief recommends extending probation until Aug 2022 BOD meeting	Yes

THE FOLLOWING APPLICANTS ARE PRESENTED FOR BOARD ACTION					
	APPLICANT	CATEGORY	DATE OF INTERVIEW	PENDING	RECOMMENDED
1	Andrew Tiry	EMS	5/16/2022	Physical/ background	Yes
2	Nhyira Ghunney	EMS	5/17/2022	Physical/ background	Yes
3	Terrell Eaton	Fire	5/11/2022	Current member at Takoma Park	Yes
4	Anthony Rojas	Fire	5/25/2022	Physical/ background	Yes
5	Jacob John Buchert	Fire	5/26/2022	Physical/ background document	Discussion
6	Leya Givviness	EMS	5/31/22	Member at Laytonsville- just needs annual physical	Yes

THE FOLLOWING MEMBERS / APPLICANTS ARE PENDING FUTURE ATTENTION		
	APPLICANT	Known Details
1	Lois Rhoades	Auxiliary has already voted her in. She attended May 2022 info session. Needs BVFD interview
2		39