

# Garrett County Emergency Services Board

Meeting Minutes  
for  
January 19, 2007

Members present:

Ed McLellan  
Brad Frantz  
Terry Spear  
David Betz  
Jamie Rodeheaver  
Todd Dyche

Guests:

Dave Ramsey

The meeting of the Garrett County Emergency Services Board was held in the Garrett County Commissioners meeting room at the County Courthouse.

Chairman McLellan opened the meeting 14:00 hours. Minutes of the January 11, 2007 meeting were approved.

Chairman McLellan briefed the members present on the highlights of a meeting between himself, Brad Frantz and the County Commissioners, topics of discussion included:

- 1) Role of the ESB as an advisory Board to the County Commissioners and our accountability to the County Commissioners
- 2) Sunshine Laws applies to meetings of the ESB
- 3) Executive sessions are permissible
- 4) The ESB can set our own guidelines for public comment from guests, including the right to set a time limit for public comments
- 5) It is not required that we advertise our meetings
- 6) Information flow is directly from the ESB to the Garrett County Commissioners

Discussion followed regarding the hiring of a contract person to work on the establishment of a LOSAP in Garrett County and other duties to assist Emergency Managements mission and the emergency service providers in Garrett County. It was decide to recommend to the County Commissioners to hire a full-time contracted position to fulfill those duties. The committee then reviewed and agreed upon a draft job description to be submitted to the Commissioners. Ed and Brad will present this info to the Commissioners at their next meeting.

Ed shared a letter prepared for the Garrett County Comprehensive Plan Review Committee outlining the ESB position on future development in Garrett County and the need to include emergency services.

Terry Spear reviewed the draft definitions for inclusion in the LOSAP materials. Discussion followed regarding reporting procedures and standards for LOSAP.

The topic of public comments to the ESB was discussed; it was the consensus of the Board not to schedule any public comments at the present time as we are still in the early stages of our mission.

Brad Frantz will schedule Ken Queen to be present at our next meeting to discuss LOSAP further.

The next meeting will be held on February 8, 2007 beginning at 16:00 hours in the Garrett County Commissioners meeting room. Adjournment was at 16:25 hours.

Terry Spear  
Secretary