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CVVFA October 27, 2002 Booster Meeting

Emmitsburg, Maryland

October 27, 2002

The meeting was called to order by **President C. J. Bens** at 1:30 p.m. The Invocation was given by **Assistant Chaplain Ray W. Mowen**, followed by the Pledge to the Flag. He asked that everyone remember those who are ill or have lost a member of their family.

We were welcomed to Emmitsburg by **Kirby Keefer** from the Fire Academy.

President Bens introduced **Maryland State Firemen's Association President Gene Worthington** and **Second Vice President Robert Jacobs**. President Worthington welcomed everyone to Maryland.

Roll call of the general membership was taken. Those members representing one or more companies were asked to respond to only one company with the number of delegates and guests present, and to respond "here" or "present" to the other companies they represent. There were 48 members and 9 guests present for a total of 57 persons in attendance, representing 27 companies.

Recording Secretary Louise Dell read an e-mail from Second Vice President J. Allen Brennan who had hurt his back and was not able to attend the meeting; an e-mail reporting that Delaware Board Member John L. Mitchell had recently undergone successful by-pass surgery; an e-mail from Robert Shimer reporting that the family of Frederick Imhoff, who passed away on March 31, had not received any response to their several inquiries re death benefits; and an e-mail received from Jim Werner re the fire trucks that were sold at the Convention--he wanted to purchase several. His e-mail was referred to Guy Flory. The letter from the Volunteer Fire Department and Rescue Squad of West Lanham Hills re the CVVFA not accepting their invitation to hold the next States Presidents meeting at their fire station was read. The response to them from President Bens was also read. (A copy of these two letters are attached to these minutes.)

Roll call was taken by
**Recording Secretary
Louise E. Dell:**

OFFICERS

- President Charles "C.J." Bens - present
- First Vice President Wm. Dean Simpson - present
- Second Vice President J. Allen Brennan - **excused**
- Third Vice President Hugh M. Harris - present
- Fourth Vice President Marshall N. Younker - present
- Treasurer George J. Dove - present
- Financial Secretary James J. Wharry - present
- Recording Secretary Louise E. Dell - present
- Home Office Manager Stephen E. Heefner -

CVVFA Scholarships

If you are enrolled or accepted to a two or four year college or university and are a pursuing degree in Fire Science, Emergency Medical Services or a related field such as fire investigation or research you may be eligible for a CVVFA Scholarship.

DOWNLOAD APPLICATIONS (DOC)

>> [Kenneth E. Butts Memorial Scholarships](#)

>> [J.R. Haines Memorial Scholarship](#)

CVVFA Downloads

Here you will find all forms, applications and information related to the CVVFA

CVVFA Links

A letter was received from Advertising Manager Robert Romig. See the Advertising Manager's report for the letter.

OFFICERS REPORTS

President C. J. Bens - I have not been at the Fire Academy for 8 or 9 years. It is a pleasure to be here and also a pleasure to drive through the mountains on such a beautiful day. I was not able to attend the National Memorial Service in Washington, DC, and I took a few moments before our meeting to look at the bricks and read some of the memorial plaques. It was a humbling experience as I read some of the names of claimants my company has taken care of over the years.

Since our wonderful Convention in Berkeley Springs, I am another year older. I have attended the Virginia State Firemen's Convention in Hampton, VA; the West Virginia State Firemen's Convention in Morgantown, WV; the Delaware Volunteer Firemen's Conference in Dover, DE; the New Jersey State Firemen's Convention in Wildwood, NJ; the Virginia Rescue Squad Convention in Virginia Beach, VA; and the New Jersey First Aid Squad Convention in Ellenville, NY.

First Vice President Wm. Dean Simpson - Since our Convention at Berkeley Springs in August I have attended the following events: Delaware State Conference at Dover, DE; Delaware Valley

Chief's Association meeting; 9-11 Service and Special Event Day; attended viewing of Nancy Logan, wife of CVVFA member Paul Logan; and attended my home company meetings.

Before you start your trip home today, take a few minutes and enjoy the beautiful Academy grounds and witness the changing of the season. Take a walk up to the Fallen Firefighters Memorial wall, take a few deep breaths of fresh air, and think how lucky we really are.

Second Vice President J. Allen Brennan - Excused. No report.

Third Vice President Hugh M. Harris - Since the Convention in Berkeley Springs/Hancock, I have attended the Virginia State Firemen's Convention in Hampton, VA, and the West Virginia State Volunteer Firemen's Association Convention in Morgantown, WV. In September, also attended the 80th Annual Convention of the Prince George's County Volunteer Fire and Rescue Association in Laurel, MD. This is also the 100th Anniversary of the Laurel Volunteer Fire Department and they hosted the event. Other activities included numerous meetings with the Prince George's County Fire Commission and the Association trying to get funds due the 36 volunteer Fire Departments for their operation.

Fourth Vice President Marshall N. Younker - Since the Convention I have attended my home station meetings twice a month. I have also been attending my home county

present

- Advertising Manager Robert C. Romig - **excused**
- Chaplain Charles E. Barnhart - **excused**
- Assistant Chaplain Ray W. Mowen - present
- Attorney Howard S. Cohen - present

BOARD OF DIRECTORS

- Stephen P. Austin (DE) - present
- John L. Mitchell (DE) - **excused**
- Robert P. Cumberland (MD) - present
- Wayne A. Baker (MD) - present
- Guy M. Flory (PA) - present
- Richard P. Jones (PA) - present
- Lee C. Holler (VA) - present
- Larry W. Smallwood (VA) - present
- Stephen C. McBee (WV) - **excused**
- Harry C. Alt (WV) - present

PAST PRESIDENTS IN ATTENDANCE

- George J. Dove (1965)
- Larry W. Smallwood (1977)
- Wayne A. Baker (1982, 1990)
- Harry C. Alt (1983, 1991)
- Charles E. Myers (1988, 1992)
- Stephen P. Austin (1993)
- Robert P. Cumberland (1995)
- Ray W. Mowen (1997)
- Joseph W. Bukowski (1998)
- Lee C. Holler (1999)
- Stephen E. Heefner (2000)

Here are a list of helpful links!

- >> [Congressional Fire Services Institute](#)
- >> [Delaware Volunteer Firemens Assoc.](#)
- >> [Firehouse.Com](#)
- >> [Firemen's Association State of NY](#)
- >> [Maryland State Firemens Assoc.](#)
- >> [National Volunteer Fire Council](#)
- >> [Pennsylvania Fire Institute](#)
- >> [ResponderSafety.Com](#)
- >> [United States Fire Administration](#)
- >> [Virginia State Firefighters Assoc.](#)
- >> [West Virginia State Firemens Association](#)



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association meetings. During the week of September 11, 2002, I attended several services for those lost one year earlier. I have also been taking time to try to get my station and neighboring stations membership more interested in what the CVVFA is doing. I am trying to get a more active group to assist the Association.

Treasurer George J. Dove

- General Account - \$3,675.52
- Death Benefit - 2,979.00

The Convention cost was \$7,616.90 and at the present time I still have a few rooms to be paid for.

Since the Convention, I have had three more deaths in my family. It's not easy right now but we are working on it. Sorry if I made anyone mad or you couldn't get in touch with me.

Financial Secretary James J. Wharry - Since the Convention, we have finished verifying the conversion into the Microsoft Access system. I have found that the laptop is too old to read the new system into, since it does not have the memory capacity that is required. I have taken it to be checked out and it cannot be upgraded--it lacks memory and the ability to add. I would like you to consider purchasing a new laptop computer that will be able to take the new Database.

I continue to get requests for information and dues payments. I have not been able to get the dues notices out for 2002 yet but that should be accomplished shortly. We have 112 companies and 1,091 members.

I have designed a new membership card, but have been unable to print them in the system. I will print them and type in the names and dates until I am able to do them on line. I would like to thank Past President Joe Bukowski for his assistance in confirming all the data in the new data base.

Thanks to the National Fire Academy for allowing us to meet here.

Recording Secretary Louise E. Dell - The minutes were transcribed, reproduced and mailed to appropriate individuals. Letters were sent as requested.

Home Office Manager Stephen E. Heefner - I would like to thank the National Fire Academy for hosting today's meeting. Special thanks to Maryland Director and Past President Robert Cumberland for assisting me in securing today's meeting place. Also thanks to all of you here today for attending. Your responsiveness was greatly appreciated. I hope you enjoy the rest of your day. Please visit the gift shop located in Building D and the Memorial Site. Limit your photos to the Memorial Site ONLY.

Special events are planned for both the March and May Booster meetings--hope to see you there. I believe everyone had a good time during our Convention and plans are underway for our next Convention in Taneytown, MD. Information and registration forms will be mailed some time after the March 2003 Booster meeting.

With the help of my wife Anita and members of the Volunteer Fire Company of Halfway, I produced and mailed approximately 1,200 Newsletters to Association members and member companies. I contacted the new Sleep Inn here in Emmitsburg, MD, and reserved the Sleep Inn as our host motel for our 2003 Convention. The Inn is approximately 8 miles from Taneytown.

I attended the Delaware Volunteer Fire Association Conference and the Installation of

Officers Banquet of the Keyser Volunteer Fire Company.

Just a pleasant reminder that we still have NO contracts for the 2004 Booster meetings and Convention!!!!!! Can anyone help?

Advertising Manager Robert Romig - Sorry that I cannot be with you all at this, my first Booster meeting, as your Advertising Manager, but I am spending some quality time with my family in North Carolina.

I have provided you with a draft copy of the ad program letter to be ready to go out the first week of January (copy attached). Your comments or suggestions are welcomed.

My game plan is to send a packet of these letters to each Officer of our Association hoping that everyone will at least be able to get an ad from their department, county fire service organizations and state organizations. Everyone has contact with vendors that sell us all the necessary items we need to operate our departments, therefore, we already have a list of potential advertisers. All you have to do is ask.

Together we can make this program/ad book a successful venture. Please don't put this info in file 13, let's all work to make it work.

I took it upon myself to have the guys in the Art Room at Choice Marketing design some CVVFA letterhead. I will need envelopes also, and with your permission, I will go ahead and have the letterhead and envelopes made up.

I have also enclosed a revised membership application for review/comments. I believe that it looks more professional and is more user friendly than the one I filled out to join the Association. It will also provide us with a little more info on department members.

I would like to solicit new department members to join our Association. My intentions are to review the membership list that Financial Secretary Wharry sent to me, use my research material in the office and then create a mailing list of departments say within 50-100 miles of Hagerstown, Maryland, that we might possibly get to join our great organization. I hope to have this list developed and reviewed by some of the Officers by the end of the year.

I do have some other items that I would like to discuss, but will wait until our Board of Directors meeting in January, so that I can explain them and get answers back face to face with the Officers.

I am looking forward to making the program book a success but will be counting on all of the Officers of the Association to be "TEAM" members! I am the conductor of the orchestra, but you all are the musicians. Without you, I can't make much music.

If anyone needs me the best way is via e-mail as I check it almost every day. You can get my by pager also every day. (e-mail: BobRFire17@aol.com, pager 302-784-0251,)

I look forward to seeing you all at the Board of Directors meeting.

Chaplain Charles E. Barnhart, Jr. - Excused. No report.

Assistant Chaplain Ray W. Mowen - No report.

Attorney Howard S. Cohen - No report.

COMMITTEE REPORTS:

Archives/Historical Committee - Don M. Ringer - Guy M. Flory - No report.

Auditing Committee - Gerald L. Holtry - No report.

Budget & Finance Committee - George J. Dove - No report.

Constitution & By-Laws Committee - Wm. Dean Simpson - Progress. Howard C. Cohen - The By-laws were not in as bad a shape as expected. I compiled a complete set of Convention minutes from 1988 to 2002 and tracked the By-law development. The provision to cover Officer lodging at Convention, which many thought still a part of the By-laws, was actually deleted around 1996; it is NO LONGER part of the By-laws.

It was interesting to note the controversy that erupted around '88-'89 over a proposed amendment that would have made it easier and faster to amend the By-laws; this proposal eventually failed. I hope shortly to offer my own proposal for amending the By-laws. We have several By-laws laid on the table in 2001 which we didn't second vote this year. It's unfortunate that we were not being appropriately tracked, but it's not a problem and we'll vote them next year. I will have copies of my matrix for next Convention, for anyone interested. Someone should take responsibility to keep more careful track of the state of the By-laws, and particularly any pending proposals that are up for voting.

Convention Committee - Wayne A. Baker - Plans are moving along for the 2003 Convention to be held in Taneytown. Home Office Manager Stephen Heefner reported that he had contacted the Sleep Inn in Emmitsburg (see enclosed sheet which gives the address and phone number of the Inn.)

The Inn has 79 rooms. Last year at Berkeley Springs we had 58 rooms, which was all of the rooms and I think we had some overflow at another nearby motel. At our Booster meeting in March I will have a list of second and third choice hotels and camp grounds in the area.

There are 79 rooms at the Inn, however, they would only let me block off two groups of rooms. I have 30 rooms blocked off for Officers and our guest speakers, which I will take care of as I did last year. If I took care of you last year, you can pretty much figure that I will take care of you this year. The second block of 20 rooms, that is listed under the Cumberland Valley Firemen's Association, are available. That gives us 50 out of the 79 rooms. We can have all 79 rooms if you get there and sign in.

The cost of the rooms is \$67 plus 5% sales tax per night. One person - \$67, two persons - \$67, three people, four people, five people - \$67. If you want a suite it's \$77 per night.

You should make your reservations as soon as possible.

President Bens - The Convention Committee had a brief meeting just prior to this meeting today to discuss a short outline to be passed on to future Convention committees to help them in their planning. This will give them an idea of what their responsibilities are--what information is to be distributed when, deadline dates for various submissions, etc. Another meeting will be held in the near future--probably at the Board of Directors meeting in January.

Credentials Committee - Marshall E. Bricker - No report.

Fire Person of the Year - Louise E. Dell - No report.

Fire Prevention Committee - Charles E. Myers - No report.

Legislative Committee - Stephen P. Austin - Steve called on Bob Cumberland to report on the Federal Legislation that the National Volunteer Fire Council is supporting. Bob discussed the pending changes in the Public Safety Officers Death Benefit Program that would add presumptive heart attack coverage within 24 hours of the member responding to an alarm. (A copy of Bob's report is attached). Bob also discussed a letter from Harold A. Schaitberger, General President of the International Association of Fire Fighters (copy attached).

Steve Austin reviewed the problems arising from the IAFF's stance on their members volunteering on their days off. Steve stressed this is a serious situation. It is not about career vs volunteer firefighters. It is about the union leadership exercising a portion of the IAFF Constitution that until now was rarely exercised. All career firefighters across the Nation and Canada that volunteer on their days off could be impacted. Over 40 Maryland firefighters have had charges brought against them at this time. Several questions were taken on this and other legislative subjects.

Membership Committee - C. J. Bens - No report.

Memorial Committee - Chaplain Charles E. Barnhart, Jr. - Excused. No report.

National Emergency Responder Institute - C. J. Bens - No report. Read a letter (copy attached) from Stephen Austin to Mr. Jeffery Dyer, United States Fire Administrator, giving a report on the grant.

Parliamentarian - Howard S. Cohen - No report.

Pennsylvania Delegate - Charles E. Myers - Gave a summary of his activities since Convention to the present time. A complete report will be given at Convention.

Publicity Committee - Alan Matheny - Absent. No report.

Public Relations Committee - Stephen C. McBee - Absent. No report. Hugh Harris reported that there was an item in the Maryland Fire Dispatch.

Resolutions Committee - Joseph W. Bukowski - Reminded Directors that resolution forms are due at the May meeting. Please don't wait until the last minute to get these forms in. Once they are turned in to me, I will make copies and turn them over to the appropriate committee, which is chaired by Louise, with members Steve Austin and Charles Myers, who will make the selection for the Fire Person of the Year.

Scholarship Committee - Joseph W. Bukowski - Scholarships are due March 1. The forms are on the CVVFA web site, and are easy to download. I do want to point out two things to the

Constitution and By-law Committee (1) Article IV, Section 14, that should be changed to \$1,500. We have two scholarships, one at \$1,000 and one at \$500. (2) Article VIII, Section 2, deals with dues. Back in 1999, the motion was made and passed that of the dues of \$15 per year for a company, association or department, that \$10 of that will be designated to the Scholarship Fund. Right now, the way that article reads, it says that all dues will be deposited to the General Fund.

I recommend that the Scholarship Committee should have a representative from Virginia. I ask that our Treasurer, George Dove, be added to the Committee.

Topics Committee - Stephen P. Austin - No report.

Web Page Committee - Stephen P. Austin - On ResponderSafety.com - we got some excellent results in North Carolina. Thanks to a number of you, we went down there and assisted in putting on a program. The feedback was so good that we have been invited back in January. Financially we may not be able to do that but would be interested in finding some people who could go down. It doesn't require a large number of people--mainly people who can teach and who have been through our training session. We had a combination of EMS, police and fire people there and it was an excellent session.

Right after that, the following week, we went to the IAFC meeting in Kansas City. We had quite a number of people visiting our booth. As a result of that we received a request from several other organizations for us to teach at their businesses. We continue to get all kinds of requests to make displays and presentations, but due to our limited finances, we are not able to do so at the present time.

We got about 10 pop-up signs that were given to us--these are very expensive. You see them along the side of roads where they are being used extensively now.

We really would like to have your help. If you are watching ResponderSafety.com, it is being updated about once a week. Our web page was updated on October 20 and a lot of good information was included.

Separate from anything that we do for ResponderSafety.com, we pay Firehouse.com \$100 a month to maintain our web page. We paid them \$1,000 to design it. \$100 a month is a bargain to host it and update it. CVVFA.org is free. There is someone there, Chris Hebert, who is the co-founder does our page for free--who does our web page. No one else does anything on our page. Chris is a career firefighter in DC and is a volunteer at Hyattsville VFD. He is the co-founder of Firehouse.com and he is doing volunteer work for us. He does a tremendous amount of work for us. The trouble is that he is not as timely as we would like. That has been a problem because sometimes he gets tied up, for instance Fire House was covering all the Memorial Services and they have people in New York and people in Washington, who say we can't do this right now.

I have been working with President Bens and Bob Romig on this. The issue with CVVFA.org is that most of our hits, most of those people who visit our page, come through Firehouse.com, which gets 75,000 hits a day. Through their page, where we are linked, they see us and a lot of people come into and visit our page who know nothing about us. Also, Bob Romig spoke with one potential designer who saw the design of our page and said that he wouldn't change it one bit.

I talked with Chris personally, face to face, and asked him if he would give the codes to us so that we could update it and he said he could not because they are the same codes that update Firehouse.com. They don't want the codes to get out so that someone could mess with the Firehouse.com web page. The issue for us is this. We can continue as we are and work with Firehouse.com and try to get them to update our page in a more timely fashion. Chris says he would like to update our page on a more timely fashion but he can't always guarantee it.

We could move to another web designer, have someone else power it for us and that would cost us to redesign the page and would also cost us a fee every month--I don't know how much that would be. But, it would cost us some money every month to have the page updated. We couldn't guarantee that we would get as many hits on it as we do through Firehouse.com because Firehouse.com is the number one web page. It is up to the Officers and members of this Association to decide if we are going to make a change. If you make a change, I will still write articles and try to help in any way I can. Again, we need your input with articles for the web page. Please get them to me and I will forward them to Chris.

After further discussion, **MOTION BY ROBERT CUMBERLAND, SECOND BY CHARLES**

MYERS, TO CONTINUE WITH FIREHOUSE.COM. MOTION CARRIED.

MOTION BY HOWARD COHEN, SECOND BY ROBERT CUMBERLAND, THAT A LETTER OF APPRECIATION BE SENT TO CHRIS HEBERT FOR ALL THE WORK HE HAS DONE FOR US. MOTION CARRIED. President Bens will write the letter and furnish a copy to the secretary for her records.

UNFINISHED BUSINESS:

Howard Cohen raised the question as to whether anything had been done on the question of the audit. Nothing has been done so far and we need to follow up on this.

President Bens stated that Larry Smallwood had given him the name of a company that could do a CVVFA flag for us. George Dove reported that the figure he had was in the range of \$700. John Mitchell had pledged \$200 toward the purchase of a flag. The subject was tabled until more information is available.

NEW BUSINESS:

Joe Bukowski presented the idea of our having made and selling "Holy Bears" (see circular enclosed), one for firefighter (blue bear) and one for EMT (red bear) with the CVVFA emblem and e-mail address on the back. He had a sample of each. It was his idea, for a fund-raiser, that we order 500 of each and sell them for \$10 each, or \$15 each via the web page. Each of the 10 State Directors, President and Vice Presidents will be given 25 of each to sell. Any one else wishing to sell them would be welcome. A third bear with ResponderSafety.com on the back could be ordered in the future if we so wish. A \$2,500 deposit is required if we decide to order the bears. When the bears are delivered, an invoice for the remaining \$2,500 will be sent.

Much discussion was held on cost of ordering additional bears, amount to be charged if an individual purchases two bears, i.e. two for \$15.00, etc. After discussion, **MOTION BY HUGH HARRIS, SECOND BY ROBERT CUMBERLAND, TO PURCHASE THE 1,000 BEARS. MOTION CARRIED.**

The Treasurer will have to transfer funds to the General Fund to cover the deposit.

President Bens brought up some items that Bob Romig had discussed in his letter.

1. Bob's idea about getting his idea about advertising to the Directors (see enclosed). He will be advised to go ahead.
2. Letterhead - President Bens will furnish Bob with a copy of the letterhead he (C.J.) designed with the CVVFA Logo at the top left and the names of pertinent Officers names, addresses, etc., listed down the side. (See the letter from President Bens to the West Lanham Hills Fire Department.) Bob should order letterhead and the necessary envelopes for his use.
3. Revised Membership Application Form - The form was given to Attorney Cohen who review and revise it. He will then forward a copy to Bob Romig.

Question was raised as to whether the National Fire Academy is on our rolls. They are on the general mailing list maintained by Financial Secretary James Wharry. A suggestion was made that they be made Honorary Members of the Association.

A request was made for a list of the trophies sponsored by the Association. Guy Flory will furnish the list.

Harry Alt brought up the subject of Death Benefits and the amount of time it takes for completion of the transaction. After much discussion, it was decided that we need to clarify the procedures used to process these claims so we can respond more quickly.

Robert Cumberland suggested that the Constitution and By-laws Committee review the procedure for handling the death benefit claims. Ray Mowen suggested that the Home Office Manager, the Financial Secretary and the Treasurer get together and work out a procedure to be followed.

President Bens read a note from Mike Dillon, Long and Foster and Firefighter Advantage, reporting that they have a data system that they will gladly make available to the CVVFA that will eliminate the need to purchase a laptop. They will convert the data for free.

SUGGESTIONS FOR THE GOOD OF THE ASSOCIATION:

Hugh Harris reported that he has an uncle who is very well off and getting up in age. Hugh spoke with him and the uncle will donate portions of his estate, after his family is taken care of, to scholarships. Hugh asked him to consider making a donation to the CVVFA Scholarship fund and his uncle agreed to giving 10% of his estate to the CVVFA Scholarship Fund. Hugh needs to meet with Attorney Cohen and Scholarship Committee Chair Joe Bukowski to get the appropriate forms and procedures to be followed in regard to this.

REMINDER: There will be a Board of Directors meeting on January 5, 2003, at 12 noon at the Volunteer Fire Company of Halfway, MD. Light refreshments will be served. The Convention

Committee is reminded that there will be a briefing meeting just prior to the Booster meeting and committee members are asked to be present at 11:30 a.m.

The next Booster meeting will be held on March 16, 2003, at 1:30 p.m., at the Citizens Fire Company #1, 301 Mulberry Street, Newport, PA. There will be a St. Patty's Day Dance at the fire house on Saturday, March 15. Everyone is invited to come and have a good time.

Dean Simpson reported that he had spoken with John Mitchell who is doing very well after his bypass surgery and he hopes to be at the next meeting.

The Benediction was given by Assistant Chaplain Ray W. Mowen.

Unanimous motion to adjourn.

The meeting adjourned at 4 p.m.

Respectfully submitted,

Louise E. Dell
Recording Secretary

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Home Office Manager: Stephen E. Heefner
11018 Clinton Avenue
Hagerstown, MD 21740