



Frederick County Fire and Rescue Advisory Board Meeting

Meeting Minutes

APPROVED

Date: July 08, 2019, 1900 hours

Location: Winchester Hall
3rd Floor Hearing Room
12 E. Church Street, Frederick, MD 21701

Attendance:

Battalion 1 (Todd Johnson)	Present
Battalion 2 (David Remsburg).....	Present
Battalion 3 (Susan Nicol)	Present
Battalion 4 (Micky Fyock)	Absent
Battalion 5 (Doug Orner-pending appointment by County Council)	Absent
Career Rep (Warren "Jay" Schwab).....	Absent
Career Rep (Kevin Schmidt)	Absent
Citizen Rep (Susan Reeder Jessee).....	Present
Citizen Rep (Gunnar Pedersen)	Present

Nonvoting Reps:

Frederick County Executive (Jan H. Gardner)	Absent
Jurisdictional Medical Director (Dr. Jeffrey Fillmore)	Present
Fire & Rescue Services (Interim Chief Tom Coe)	Present
Volunteer Fire & Rescue Assoc. (President Eric Smothers)	Present
Volunteer Fire & Rescue Assoc. (Chief Kevin Fox).....	Present
Local #3666 (President Stephen Jones).....	Present

Guests: None

**Frederick County Fire Advisory Board Meeting
July 08, 2019**

I. CALL TO ORDER:

Chairman Todd Johnson called the meeting to order at 7:02 p.m.

II. ROLL CALL OF VOTING AND NONVOTING MEMBERS:

Absent was:

1. Micky Fyock, Battalion 4 Representative
2. Doug Orner, Battalion 5 Representative (pending appointment by County Council)
3. Warren Schwab, Career Representative
4. Kevin Schmidt, Career Representative
5. Jan Gardner, County Executive

III. INTRODUCTION OF GUESTS:

None.

IV. APPROVAL OF PREVIOUS MEETING MINUTES:

June meeting minutes could not be approved due to the lack of a quorum.

VOTE: YES: 0 NO: 0 ABSTAIN: 0 PASSED

V. BOARD MEMBER COMMENTS:

Chairman Johnson reminded citizens to Turn Around, Don't Drown.

A moment of silence was observed for Volunteer Firefighter Michael Powers who passed away on June 25th.

VI. PUBLIC COMMENTS:

None.

VII. EX OFFICIO MEMBER REPORTS:

A. Frederick County Executive, Mrs. Jan Gardner:

As County Executive Jan Gardner was absent, no report was given.

B. Jurisdictional Medical Director, Dr. Jeffrey Fillmore:

Dr. Fillmore stated that he did not have anything to report for the July meeting.

C. Fire & Rescue Interim Division Director, Chief Tom Coe:

Chief Tom Owens

Chief Owens retired on June 30th. I will be serving as the Acting Division Director. Kenny Poole will be the Acting Deputy Chief of Emergency Services.

Northgate Station

Continuing to progress, working with the architect refining the interior floor plan and officially siting the building on the property.

Green Valley Station

In the final phase of securing an architect. Hopefully, by next month we can announce the selection.

Recruit Class #25

Remains in session with 25 recruits, currently in Emergency Medical Technician Training. Graduation is scheduled for September 27th.

Recruit Class #26

Conditional offers have been sent. We expect the class to have 30 members and will start on October 28th.

SAFER Grant

There has been some activity from FEMA inquiring with questions about our application. We have responded to those questions and are still awaiting an announcement of an official award, which has not been received yet.

Question Asked: Is there anything different about this year's application as opposed to previous years?

Chief Coe replied, the only difference this year was the delay of award that was tied to the Government shutdown that happened earlier in the calendar year. The SAFER Grant as well as the Assistance to Firefighters Grant have not started the award process yet.

Question Asked: Were there any other questions with the other SAFER Grants?

Chief Coe replied, yes. Usually that's a sign that the grant is moving through the process. Typically, the grant evaluators will reach out for some jurisdictional specific questions and clarifications, of which we were able to provide very quickly.

Thank You

On behalf of the Division, I would like to thank all of the Frederick County Companies, the members of the Fire-Rescue community, both in County and our Mutual Aid departments that supported us during the passing of Drue Jones, as well as Mike Powers. The support that was offered, both career and volunteer, to help the organization get through a trying month was very much appreciated.

D. President, FCVFRA, Eric Smothers:

Condolences

My condolences to members who have lost loved ones over the last couple of weeks. We appreciate everybody's support.

Convention

The convention was held two weeks ago. Congratulations to all award recipients. A full list of awards will be posted on our website.

EMS

The next EMS Committee meeting will be on August 24th in Baltimore County. Currently we are trying to make sure that everybody has completed all of their updates for Paramedics and EMT's that was due July 1st. Michael Cole will be working on a list of providers that did not complete the updates.

Accreditation

Most, if not all, books have been completed or still in process.

Election of Officers

The Election of Officers will be on July 18th at Myersville. So, this is potentially my last meeting as President.

E. Local #3666, President, Stephen Jones:

President Jones stated that he would like to thank everyone for their support during the untimely passing of his father.

F. Volunteer Fire and Rescue Association, Director, Kevin Fox:

Operations Committee

The Operations Committee did not meet in June due the Maryland State Fireman's Convention.

Assistant Chief Position

Second interviews have been conducted. A decision will be forthcoming on the final selection.

G. EMS Committee, Eric Smothers

It has been a quiet summer, other than the certifications that I mentioned earlier.

VIII. DISCUSSION ITEMS

A. Old Business

Accreditation Process

Chief Fox stated that there is not much to update, other than Company 7 has not turned in a manual. I have been in contact with the departmental leaders and they are advising that it is completed and should be handed in this week.

An update from last month's meeting where Chairperson Clarke reported that Companies 3, 10 and 23 hadn't turned anything in. They have since turned in and are in his possession to review. The other manuals that have previously been reviewed are still in County Internal Audit being reviewed.

Question Asked: So everybody is up to speed, they have everything turned in?

Chief Fox replied, everyone but Company 7.

Question Asked: So that means that there was no action to withhold funds?

Chief Fox replied, there hasn't been, no.

Protective Clothing Replacement

Chief Coe stated that the measurements have been completed for career and volunteer workforce. There are a few stragglers that weren't available because of being off due to medical ailments or unavailable on their scheduled day. We are making contact with those folks to get them completed. The measurements have been forwarded to the vendor and we are looking at a 90-day lead-time on getting the PPE in.

Chief Fox added that he is currently working on getting a make-up date for Volunteers that need to be sized.

Question Asked: So we are going to wait until we get the full list to put the order in?

Chief Coe replied, No, the order has already been submitted.

B. New Business

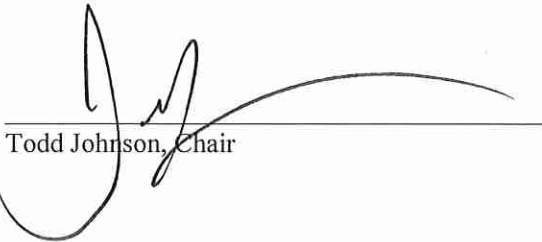
FRAB Appointments

Gunnar Pedersen was approved as the Citizen Representative and Doug Orner, member of Company 6, Emmitsburg, is going to be the new Battalion 5 Representative pending appointment by the County Council.

IX. ADJOURNMENT

The meeting adjourned at 7:20 p.m.

APPROVED



Todd Johnson, Chair

APPROVED



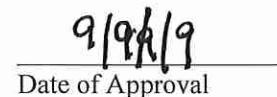
Date of Approval

APPROVED



Gunnar Pedersen, Co-Chair

APPROVED



Date of Approval