



Frederick County Fire and Rescue Advisory Board Meeting

Meeting Minutes

APPROVED

Date: September 9, 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)	Present
	Battalion 5 (Allen "Frank" Davis)	Present
	Career Rep (Warren "Jay" Schwab).....	Absent
	Career Rep (Kevin Schmidt)	Present
	Citizen Rep (Susan Reeder Jessee).....	Present
	Citizen Rep (Gunnar Pedersen)	Present

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

Guests: Shane Darwick, Assistant Chief Volunteer Fire and Rescue Services

**Frederick County Fire Advisory Board Meeting
September 9, 2019**

I. CALL TO ORDER:

Chairman Todd Johnson called the meeting to order at 7:00 p.m.

II. ROLL CALL OF VOTING AND NONVOTING MEMBERS:

Absent was:

1. Warren Schwab, Career Representative
2. Dr. Jeffrey Fillmore, Jurisdictional Medical Director

III. INTRODUCTION OF GUESTS:

Shane Darwick, Assistant Chief Volunteer Fire and Rescue Services

IV. APPROVAL OF PREVIOUS MEETING MINUTES:

Motion to approve June, July, August 12th & August 22nd minutes: Moved by Susan Nichol, Seconded by Kevin Schmidt.

VOTE: YES: 8 NO: 0 ABSTAIN: 0 PASSED

V. BOARD MEMBER COMMENTS:

Chairman Johnson reminded everyone that September is National Preparedness Month – Be Prepared, Not Scared.

Susan Nichol suggested a moment of silence be observed in remembrance of 9/11.

Micky Fyock stated that he was glad that many years ago County Executive Gardner recommended the idea of the Fire Rescue Advisory Board.

VI. PUBLIC COMMENTS:

None, however Chairman Johnson reminded everyone that the public is welcome to join the meetings.

VII. EX OFFICIO MEMBER REPORTS:

A. Frederick County Executive, Mrs. Jan Gardner:

National Recovery Month

In addition to National Preparedness Month, September is also National Recovery Month or Frederick County Goes Purple. The event kickoff was last Saturday night at the Amphitheater on Carroll Creek. Various events will be held all month, with the concluding event, Music is Medicine, on September 28th.

September 11th

The 2019 September 11th commemorative event will be held at City Hall beginning at 8:30 am.

Recruit Class #25

Graduation will be held at 7:00 pm on September 27th at Frederick High School.

Recruit Class #26

Class will begin in October. Still waiting to hear about the SAFER Grant.

B. Jurisdictional Medical Director, Dr. Jeffrey Fillmore:

As Dr. Fillmore was absent, no report was given.

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

Paramedic Class 5

Currently has 9 career students and 1 volunteer student. Currently in their capstone project.

Paramedic Class 6

Will start in January with 11 career students and 2 volunteer student.

Northgate & Green Valley Stations

Progress is continuing on the planning phases for both stations.

Great Frederick Fair

Volunteer and Career personnel will be staffing EMS tents, as well as providing EMS and Fire Suppression coverage for the event. There will also be recruitment tables.

Fire Museum

The museum will be hosting a dedication of the glass etching that used to be on what was Station 1 on Church Street. The etching will be displayed in front of the Fire Rescue Museum in Emmitsburg. The dedication will be held on Friday, October 4th at 7:30 pm.

National Fallen Firefighters Weekend

The event will be held on October 5th & 6th at the National Fire Academy in Emmitsburg.

Records Management System

Contract with ImageTrend has been approved.

Patient Care Reporting Computers

Staff Report is being routed for approval to purchase new patient care reporting computers. The Panasonic CF20 is the computer that was chosen. The County will be purchasing the Reserve Unit computers as well as the computers for the ALS chase cars. The Corporations will be funding out of their EMS billing funds the computers for their individual units at their stations.

D. President, FCVFRA, Alan Hurley:

President Hurley stated that he did not have anything to report for the September meeting.

E. Local #3666, President, Stephen Jones:

President Jones stated that he did not have anything to report for the September meeting.

VIII. COMMITTEE REPORTS

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

Operations Committee

The Operations Committee met on August 20th. The only action item was a positive vote to accept the Water Supply for Suburban and Rural Firefighting Manual. The next meeting will be an All Chiefs meeting to be held on October 15th.

Assistant Chief

Welcome Shane Darwick the new Assistant Chief. Shane will be working closely with all the Companies.

Compliance Training

Training continues and is due to be completed by October 31st.

B. EMS Committee

No report.

IX. DISCUSSION ITEMS

A. Old Business

Accreditation Process

Chief Fox stated that he received the accreditation assessment forms back. As stated last month, there were six (6) fully accredited, eight (8) conditionally accredited, seven (7) in accreditation warning status and four (4) failed companies. As the Director of Volunteer Services, he has been mentoring those companies that are in the failed or warning status. Some of the issues are administrative and easily corrected.

Discussion ensued regarding the accreditation process and possible changes to the ordinance.

Protective Clothing Replacement

Chief Coe stated that the first round has been distributed. There are 185 sets scheduled to arrive between September 20th and November 15th.

Question Asked: "Will there be another round for next year?"

Chief Coe replied that we will continue annually to replace expired gear by working through the budget process.

Appointments to Fire and Rescue Advisory Board

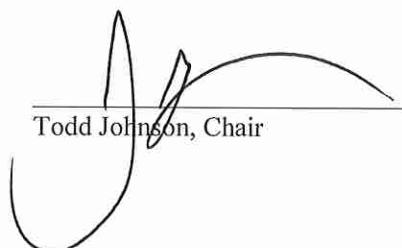
Chairman Johnson welcomed Frank Davis as the new Battalion 5 Representative. Mr. Davis stated that he is happy to be here.

President Jones added that he has received notification from Jay Schwab of his intent to step down as the Career Firefighter/Medic Representative. President Jones will send out a notification seeking a new representative.

X. ADJOURNMENT

The meeting adjourned at 7:56 p.m.

APPROVED



Todd Johnson, Chair

APPROVED

12/9/2019
Date of Approval

APPROVED



Gunnar Pedersen, Co-Chair

APPROVED

2019/2020
Date of Approval