



# Frederick County Fire and Rescue Advisory Board Meeting

## Meeting Minutes

**APPROVED**

**Date:** March 9, 2020, 1900 hours

**Location:** Winchester Hall  
3<sup>rd</sup> Floor Hearing Room  
12 E. Church Street, Frederick, MD 21701

<b>Attendance:</b>	Battalion 1 (Todd Johnson) .....	Present
	Battalion 2 (David Remsburg).....	Present
	Battalion 3 (Susan Nicol) .....	Present
	Battalion 4 (Micky Fyock) .....	Absent
	Battalion 5 (Allen "Frank" Davis) .....	Present
	Career Rep (George Lane).....	Present
	Career Rep (Kevin Schmidt) .....	Present
	Citizen Rep (Susan Reeder Jessee).....	Absent
	Citizen Rep (Gunnar Pedersen) .....	Present

<b>Nonvoting Reps:</b>	Frederick County Executive (Jan H. Gardner) .....	Absent
	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).....	Absent

**Guests:** None

**Frederick County Fire Advisory Board Meeting  
March 9, 2020**

**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. Micky Fyock, Battalion 4 Representative
2. Susan Reeder Jesse, Citizen Representative
3. Jan Gardner, County Executive
4. Dr. Jeffrey Fillmore, Jurisdictional Medical Director
5. Stephen Jones, Local 3666 President

**III. INTRODUCTION OF GUESTS:**

None.

**IV. APPROVAL OF PREVIOUS MEETING MINUTES:**

Motion to approve January minutes: Moved by Susan Nicol  
Seconded by Gunnar Pedersen

**VOTE:    YES:    7    NO:    0    ABSTAIN:    0    PASSED**

**V. BOARD MEMBER COMMENTS:**

None.

**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:**

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

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

Recruit Class 26

Class graduation will be held on May 8<sup>th</sup>.

### Recruit Class 27

Class continues with 29 recruits.

### Recruit Class 28

Family Night will be held on March 13<sup>th</sup>. The class of 30 recruits will begin on March 16<sup>th</sup>.

### Paramedic Class 5

Three newly released paramedics are now out in the field.

### Paramedic Class 6

Class is making progress as they move through their course work.

### Close Before You Doze

FCVFRA's Fire Prevention/Life Safety Committee hosted a Close Before You Doze event. The event was well attended and did a good job getting the word out to citizens.

### Unit Citation

A Unit Citation event was held this morning at Station 1, recognizing the initial responding units to the house fire on Wilson Place on December 10, 2019.

### Coronavirus

Working with partner agencies on planning for Coronavirus to best serve the citizens. As of today, there are no positive tests in Frederick County.

**Question Asked: "If someone goes to their primary care physician, who has no capability for testing, what's the protocol? Do they call 9-1-1?"**

Chief Coe replied, We hope that they don't. If there are any questions, we direct the medical care provider to reach out to the Health Department for further direction. Folks don't need to call an ambulance to go to the hospital to get tested, unless they are in some sort of medical emergency.

#### **D. President, FCVFRA, Alan Hurley:**

President Hurley thanked Independent Hose Company for hosting the Close Before You Doze event at their station.

#### **E. Local #3666, President, Stephen Jones:**

As President Jones was absent, no report was given.

## **VIII. COMMITTEE REPORTS**

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

##### Operations Committee

The Operations Committee met on February 18<sup>th</sup> and discussed the following items:

- Imagetrend

BC Dmuchowski spoke on the status of NFIRS reporting system. We are still working on moving the responses from the Imagetrend system to the LOSAP program. There is no need for the companies to enter those responses.

- Pager Tone Testing  
Discussion continues on a plan to implement a Countywide call tone.
- Service Call / Patient Assist Events  
In the process of changing, the plan is for Ambulance first, then first responder, then next due.
- Incident Command Policy  
Policy was distributed for review and comment at the next meeting on April 21<sup>st</sup>.

## B. EMS Committee

No report.

## IX. DISCUSSION ITEMS

### A. Old Business

#### Accreditation Update

Battalion 1 – Contacted all 5 companies, 2 of those replied, 0 completed.

Battalion 2 – All 5 companies contacted, 2 completed, 3 scheduled.

Battalion 3 – Contacted all 5 companies, heard from 3, no specific dates as of yet.

Battalion 4 – No report.

Battalion 5 – Contacted all 4 companies, heard from 3, 2 are ready to go.

Chairman Johnson added that a reminder needs to be sent to those companies who have not responded.

March 31<sup>st</sup> will remain the deadline for the peer review process to be completed.

**Question Asked: "When would you like the reports turned in? All together or as we go?"**

Chief Fox replied, I'll take the completed reports now.

#### Ordinance Change

Cannot move forward until the By-Laws can be reviewed at the annual meeting in July.

Chairman Johnson added that there has been no change to the ten list.

**Question Asked: "Is there a committee within the Association now that is working on that?"**

President Hurley replied, Yes, Chip Jewell has a committee that is working on that.

FY21 Proposed Ambulance Transport Fee Program Rules and Regulations

Will be voted on at the Association Meeting next week. From there the FRAB would make a recommendation on it and then it would be forwarded to the County Executive for final determination.

**Question Asked: "Who would the comments go to?"**

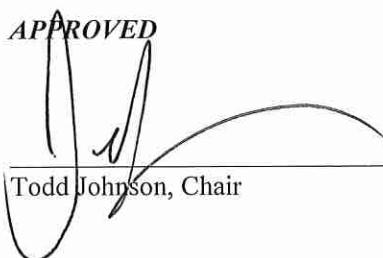
President Hurley replied, They went to the committee.

**Question Asked: "When will the comment period close, up to the meeting next Thursday?"**

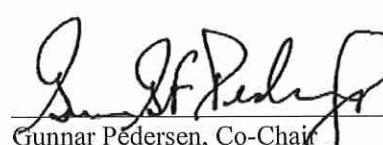
President Hurley replied, Yes.

**X. ADJOURNMENT**

The meeting adjourned at 7:22 p.m.

*APPROVED*  
  
Todd Johnson, Chair

*APPROVED*  
8/10/2020  
Date of Approval

*APPROVED*  
  
Gunnar Pedersen, Co-Chair

*APPROVED*  
8/10/2020  
Date of Approval