



# Frederick County Fire and Rescue Advisory Board Meeting

## Meeting Minutes

APPROVED

**Date:** August 10, 2020, 1900 hours

**Location:** WebEx Virtual Meeting

**Attendance:**

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).....	Absent
Career Rep (Kevin Schmidt) .....	Present
Citizen Rep (Susan Reeder Jessee).....	Absent
Citizen Rep (Gunnar Pedersen) .....	Present

**Nonvoting Reps:**

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

**Guests:** None

**Frederick County Fire Advisory Board Meeting  
August 10, 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. George Lane, Career Representative
3. Susan Reeder Jesse, Citizen Representative
4. Jan Gardner, County Executive
5. Alan Hurley, FCFVRA President
6. Stephen Jones, Local 3666 President

**III. INTRODUCTION OF GUESTS:**

None.

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

Motion to approve March minutes as corrected: Moved by Susan Nicol  
Seconded by David Remsburg

**VOTE:    YES:    6    NO:    0    ABSTAIN:    0    PASSED**

**V. BOARD MEMBER COMMENTS:**

Chairman Johnson thanked everyone for their work during this time.

**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:**

**COVID-19**

County and State are doing well. Continue to be responsible and remember as we go into fall we have to be mindful of Influenza as well as COVID-19. Looking forward to having a vaccine and getting everyone vaccinated as soon as we can.

### Ketamine

State would like to reinforce that Ketamine is not just a drug for people who are out of control or belligerent. Ketamine is used medically. Protocol will probably be changed to read "protective sedation".

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

### Recruit Classes 26 & 27

Classes have graduated and resulted in 51 new employees out in the field.

### Recruit Class 28

Class will graduate on September 26<sup>th</sup>.

### Recruit Class 29

Class is slated to start on January 4<sup>th</sup> with 30 members. Conditional offers are out to the candidates.

### Recruit Class 30

New eligibility list for July 2021 class. Age limit has been lowered to 18.

### Northgate Fire Station

Project is out to bid. Hope to have bids back by the end of August. Groundbreaking to be held in October.

### Grants

Received AFG COVID-19 Supplemental Grant for PPE in the amount of \$132,081.

Two grants still pending – AFG for Thermal cameras and SAFER for 22 additional positions.

### COVID-19

From March 16 – August 9 Frederick County responded to 9,789 Emergency Medical Services incidents. Of those, 1,304 were treated as if the patient was suspected as possibly having COVID. Confirmed that 203 patients transported did have COVID. Have only had 4 responders who have tested positive for COVID, who have all healed and returned to duty. Since March 16<sup>th</sup> we have had 76 personnel quarantined. Currently have 5 members in quarantine awaiting test results.

Continue to monitor PPE levels. Thanks to Emergency Management, Frederick County Health Department and Frederick Health Hospital.

Just completed a round of antibody testing.

### Apparatus

Took delivery of two newly re-chassis ambulances, which will be going to Green Valley as Ambulance 259 and Westview as Ambulance 318. Took delivery of 3 Battalion Chief vehicles, 2 ALS chase cars and 2 EMS Supervisor vehicles. Still awaiting delivery of one ALS chase vehicle. Currently working on FY21 vehicles to include 1 engine for Northgate Fire Station, 2 ladder trucks, an ambulance and a Mobile Command and Communications vehicle.

### ATR Team

Independent Hose Company will end their relationship as the host company with the Advanced Technical Rescue Team effective November 1, 2020. The ATR Team will transition from a function of the Independent Hose Company to a County managed combination technical rescue team.

Thanks for the Independent Hose Company and ATR Team for their service which dates back to 1992.

### Annual Report

The 2019 Annual Report is out. Please visit the DFRS website to view the document.

### Volunteer Corporations

Chiefs Fox and Coe have been on tour visiting with the leadership of the Volunteer Corporations. Good informational sessions thus far.

### 2021 General Assembly

The County is looking for legislative ideas for the 2021 Maryland General Assembly session. If anyone has any legislative ideas tied to the fire service, please submit them to Chief Coe by September 7<sup>th</sup>.

#### **Question Asked: "Will the request for legislative items also go out to the County Association and individual companies?"**

Chief Coe replied: The letter received was specific to the Fire and Rescue Advisory Board, but we are interested in any legislative ideas from the fire service. I'll be glad to share that letter across the fire service, but the item I shared tonight is specific to this body.

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

As President Hurley was absent, no report given.

#### **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 has not met since February. The next meeting will be August 18<sup>th</sup>, at Independent Hose. This will be an All Chiefs meeting.

#### CARES Act Program

County Executive Gardner has committed \$1.9 million to help Volunteer Fire/Rescue Companies who have been adversely affected by the pandemic. The reimbursement program is underway and 16 of 25 companies have participated.



#### Funding Matrix System

The Internal Audit Division is creating a review of the funding program. Seven companies will be assisting the auditors.

#### ImageTrend

We have begun a program where RMS systems dump call response information into the membership database. Have discovered some flaws, but optimistic that this will help to make the membership database a state of the art program.

#### Gear Up

Orientation classes have resumed with social distancing. Instituted a program where they have a COVID Compliance Officer, who conducts wellness checks and ensures safe practices within the classroom. Program has been trimmed down to 2 weeks.

#### Compliance Training

Training is out.

#### PPE Voucher Program

Program started on July 1<sup>st</sup>. Currently have 7 out of 100 vouchers used with 5 companies participating.

### **B. EMS Committee**

No report.

## **IX. DISCUSSION ITEMS**

### **A. Old Business**

#### Accreditation Update

Accreditation process will re-start. We will start the review process on August 18<sup>th</sup>. Books will be reviewed from 8/18 to 9/13. A final report will be given to the Advisory Board on October 12<sup>th</sup>.

#### Ordinance Change

By-law changes did occur and are current on the FCVFRA website. Chairman Johnson will re-visit what was looked at for changes that we wanted to pass on to the County Executive to move the Ordinance changes forward.

#### FY21 Proposed Ambulance Transport Fee Program Rules and Regulations

No change since there was not an official meeting in July.

#### Journeyman Proposal

Will start discussions again in October.

**X. ACTION ITEM**

Closed Session - In accordance with Maryland Annotated Code General Provisions, Article 3-305, Susan Nicol made a motion to move into a closed session to discuss a personnel matter. David Remsburg seconded.

**VOTE: YES: 5 NO: 0 ABSTAIN: 1 PASSED**

**XI. ADJOURNMENT**

The meeting adjourned at 7:43 p.m.

*APPROVED*

*Absent*

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Todd Johnson, Chair

*APPROVED*

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Date of Approval

*APPROVED*

  
\_\_\_\_\_  
Gunnar Pedersen, Co-Chair

*APPROVED*

9/14/2020  
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Date of Approval