



# Frederick County Fire and Rescue Advisory Board Meeting

## Meeting Minutes

APPROVED

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

**Location:** WebEx Virtual Meeting

**Attendance:**

Battalion 1 (Todd Johnson).....	Present
Battalion 2 (David Remsburg) .....	Absent
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) .....	Present
Citizen Rep (Gunnar Pedersen) .....	Absent

**Nonvoting Reps:**

Frederick County Executive (Jan H. Gardner).....	Present
Jurisdictional Medical Director (Dr. Jeffrey Fillmore) .....	Present
Fire & Rescue Services (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:** None

**Frederick County Fire Advisory Board Meeting  
November 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. David Remsburg, Battalion 2 Representative
2. Micky Fyock, Battalion 4 Representative
3. Gunnar Pedersen, Citizen Representative

**III. INTRODUCTION OF GUESTS:**

None.

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

Motion to approve October minutes: Moved by Susie Nicol  
Seconded by Frank Davis

VOTE: YES: 6 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:**

CARES Funding

Reminder to all Volunteer Corporations that CARES funding is available until December 30th.

COVID-19

Coronavirus is expanding in the County and State. Reminder to field personnel to continue to follow best practices.

Paramedic Class 6

Welcome to the new paramedics who graduated this week.

**B. Jurisdictional Medical Director, Dr. Jeffrey Fillmore:**

Paramedic Class

Brief graduation ceremony was held for the five students of Paramedic Class 6. Started interviews for next class, which will start in January. A total of 17 people are eligible for that class.

#### COVID Vaccine

The State is moving toward a vaccine program. Anticipating that the State will have a prioritization of who gets the vaccine first. Paramedics have been approved to administer the vaccinations.

#### **Question Asked: "Is the County partnering with the Military or Health Department?"**

Dr. Fillmore replied: The vaccine is supposed to come to the Health Department. Chairman Johnson added that the hospital and Health Department will receive the vaccine directly.

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

##### Testing

Apparatus hose testing, MIEMMS ambulance inspections and Work Performance Evaluations have been completed. In process of completing annual driver's in-service testing.

##### Northgate Fire Station

Pre-construction kickoff meeting was held last week.

##### Fiscal Manager

DFRS has hired a new Fiscal Manager who will start on November 23<sup>rd</sup>.

##### FY22 Budget

Budget process is underway. This is a condensed budget process that needs to be completed by mid-December.

##### Grants

The Assistance to Firefighters Grant for thermal imaging cameras was denied by the Department of Homeland Security. Working on alternate plans to replace and update our thermal imaging cameras.

##### Paramedic Class

Excited on the success of class 6 and excited to get class 7 underway.

##### COVID-19

Continued concern regarding COVID-19 responder fatigue. As of today, there are 10 employees, both career and volunteer that are in quarantine. Four of those are from work related exposures and six are from non-work related exposures. That brings our total over the last 10 months to 133 personnel that have been quarantined. Through the 10 months, there have only been 5 positive emergency services responders. Four of which have healed and returned to work and the final one is convalescing well and will be returning back to duty soon.

#### **Question Asked: "Did anyone have to quarantine more than once?"**

Chief Coe replied: There are some who have repeated.

#### **Question Asked: "When they quarantine are they tested during that time?"**

Chief Coe replied: It depends on the situation. We have a very fixed menu that our Safety Office prescribes based on the situation. Symptomatic personnel are tested right away. Asymptomatic personnel wait a period of time to determine the applicability of testing.

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

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

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

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

**VIII. COMMITTEE REPORTS**

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

Operations Committee

The Operations Committee met on October 20<sup>th</sup> at Walkersville Volunteer Rescue Company. Multiple committee reports were provided. The next meeting will be December 15<sup>th</sup>.

Member Affiliations

Battalion Chief Cole reminded all companies that they need to approve member affiliations within the MIEMMS database in a timely manner.

All Hazards Incident Command Policy

Policy was voted on a few months ago and is currently in place. Working on 6 other policies that are directly related to this policy.

Rural Water Supply

Workgroup is actively trying to update policy and develop training.

**B. EMS Committee**

No report.

**IX. DISCUSSION ITEMS**

**A. Old Business**

Accreditation Update

Have received all manuals from all Companies. Have one manual that needs to be reviewed.

Chairman Johnson stated that the Ordinance Change workgroup will meet next week.

Journeyman Proposal

Discussion on the first four courses of action of the proposal.

**1. Frederick County adopts policy that Frederick County volunteers at the Journeyman level will be the sole source for recruit positions with-in academies offered by Frederick County Division of Fire and Rescue Services (DFRS).**

Chief Coe stated his concerns regarding the achievability of sole sourcing. In the current recruitment process, we provide additional hiring points for an applicant who has certain education criteria and accomplishments. For example higher education degrees, volunteerism, coming from existing career experience, military experience and those who hold National Registry Paramedic licensure.

President Jones agreed that sole sourcing would be unattainable.

George Lane commented that we would be handcuffed if we hired solely in county.

Frank Davis commented that it was his understanding that this would not replace the hiring process.

2. **Those wishing to be hired as firefighters in Frederick County must join and participate in a Frederick County volunteer station (participate includes requirements of DFRS SOP 5.00.03 IV.A.1 Probationary Firefighter, and passing the County background investigation).**

Chief Coe stated that new hires have a two-tier background investigation prior to hiring. Would the County background investigation as listed in item 2 be completed by the Volunteer Corporation?

3. **These volunteer members will be known as Apprentice Firefighters while they are obtaining certifications specified in DFRS SOP 5.00.03 IV.A.4 Firefighter III (EMT required for IV.A.4.a.1).**
4. **They must also meet the minimum riding requirements specified in DFRS SOP 5.00.05.**

Board to review items 5, 6 & 7 for discussion at next meeting.

#### **B. New Business**

##### County Finance Regulation

The workgroup looked at past disallowances, express needs and clearer definitions as stated in the Summary of Changes.

Motion to accept changes to County Finance Regulation: Moved by Susie Nicol  
Seconded by Susan Reeder Jessee

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

**Question Asked: "Did it go to the full Association for vote?"**

Chief Fox stated that it did not, as they have not met within the 90 day timeframe.

Chief Coe expressed kudos to Chief Fox and the workgroup on a job well done!

**Question Asked: "The change to land, structures and vehicles, is that new?"**

Chief Fox replied: The change was to define vehicles as all on-road/off-road to clarify the definition of a vehicle.

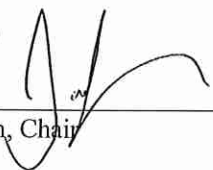
##### Fire/Rescue Planning Workgroup

Chief Coe stated that there has been a lot of discussion regarding the history of the Planning and Research Committee that exists within FCVFRA. A plan was submitted to the FCVFRA Executive Committee that would modify the function of that committee, who it reports to and who the members of it are. The committee would be a more diverse make up to include the Career Firefighters Association, representatives from the FCVFRA, as well as administrative and command staff from the Division of Fire and Rescue Services. Currently not at a point to present a final product to the FRAB. More information to come.

Frank Davis stated that he thinks it's a great initiative.

- X. ADJOURNMENT  
The meeting adjourned at 8:07 p.m.

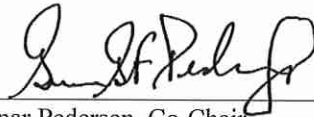
*APPROVED*

  
\_\_\_\_\_  
Todd Johnson, Chair

*APPROVED*

12/14/2020  
Date of Approval

*APPROVED*

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

*APPROVED*

12/14/2020  
Date of Approval