



Frederick County Fire and Rescue Advisory Board Meeting

Meeting Minutes

APPROVED

Date: January 11, 2021 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)	Present
	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

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

Guests: None

Frederick County Fire Advisory Board Meeting
January 11, 2021

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. Susan Reeder Jessee, Citizen Representative
2. Jan Gardner, County Executive
3. Dr. Jeffrey Fillmore, Jurisdictional Medical Director

III. INTRODUCTION OF GUESTS:

None.

IV. APPROVAL OF PREVIOUS MEETING MINUTES:

Motion to approve December minutes: Moved by Gunnar Pedersen
Seconded by Susie Nicol

VOTE: YES: 8 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 Division Director, Chief Tom Coe

COVID

Currently have 26 career/volunteer members in some form quarantine or isolation. Down 13 from last month.

Working with the Health Department to vaccinate career and volunteer staff. By this Saturday, over 50% of the career workforce will have been vaccinated. Invitations sent to over 1100 operational volunteers.

Fire & Rescue is assisting the Health Department at vaccination clinics in both support roles and serving as vaccinators.

Northgate Fire Station

Scheduled to receive the Notice to Proceed on January 19th.

Apparatus

Ambulance 339 has recently been placed in service, providing service to the citizens and surrounding comminutes of Spring Ridge.

Completed the pre-construction conference for Engine 291, which is schedule to be delivered in July. Scheduled for pre-construction conferences for the truck for Urbana and the truck for Brunswick in March. Expect delivery of those pieces of apparatus around October.

Training

RC 29 started on January 4th. Currently has 27 recruits.

Paramedic Class 7 has begun with 16 students (2 volunteers and 14 career members)

RC 30 – still in recruitment process. Class is slated to start July 1st. Received over 1800 applications. Will soon be launching an online written test.

Planning Workgroup

The FCVFRA Planning & Research Committee will transition to a new Frederick County Fire Rescue Planning Workgroup. The first meeting will be held on 1/19.

Director Volunteer Fire & Rescue Services

Kevin Fox retired on Dec. 31st. His position has been posted and applications will be accepted until 1/15.

FY22 Budget

Still working on the FY22 budget. Had phase two of CIP meetings last week. Looking forward to presenting the operational budget request for FY22.

Grants

Reminder that the Assistance to Firefighters Grant cycle is currently open.

Question Asked: “The volunteers, specifically the MFRI classes have been banned from the Training Center. Is this set in stone? Will it be revisited? “

Chief Coe replied: We have stopped MFRI from using the PSTF for January and February, due to the increase in the Coronavirus numbers in Frederick County. We have not banned volunteers from using the Training Center. They can still use the facility in coordination with Training staff.

Question Asked: “Is the computer lab open?

Chief Coe replied: Yes.

Question Asked: “What’s the percentage of firefighters that are taking the vaccine? Both career and volunteer.

Chief Coe replied: The career numbers are between 60-65%. I do not have the volunteer numbers yet.

D. President, FCVFRA, Alan Hurley:

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

E. Local #3666, President, Stephen Jones:

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

VIII. COMMITTEE REPORTS

A. Volunteer Fire and Rescue Association, Assistant Chief, Shane Darwick:

Operations Committee

The Operations Committee met virtually on December 15, 2020. COVID topics included updates to the Operational Guidelines, Wellness Checks, Testing, Vaccinations, Stats, and Impact on Operations.

COVID-19 Vaccine for Operational Volunteers

Sign up was sent out January 7th and Vaccine will be administrated January 11th thru January 16th.

Records Management System

The RMS (ImageTrend) and Membership Database is communicating call response information. We continue to work with software programmers on issues with State reporting system completion percentages that send incomplete information to LOSAP database. All reports are complete through December.

Compliance Training 2021

Planning in progress.

Standard Operating Procedures

Steering Committee is currently revising several policies into one Structure Fire Response Policy.

PPE Voucher Program

Process began on July 1, we started with 96 sets of PPE and to date 14 companies have requested 55 vouchers. We continue to hear concerns from companies who have taken in more members than they have available vouchers. A survey on the program was sent out and responses are being evaluated on how to improve the program.

B. EMS Committee

No report.

IX. DISCUSSION ITEMS

A. Old Business

Accreditation Update

Review of comments from the Battalions regarding the proposal to modify the process to verify compliance.

Battalion 1 was generally in favor of the proposal.

Battalion 3 hasn't met due to the holidays and scheduling issues, however they are in favor of going with the database and regional staffing.

Chief Coe commented that the sub-committee needs to look at defining what their interpretation of personnel sharing between departments is.

Chairman Johnson asked that everyone get with their Battalions for input and submit comments by January 20th.

Journeyman Proposal

Discussion on courses of action 8 & 9 of the proposal.

- 8. Journeyman Firefighters must maintain a high level of participation to be considered for employment; those with higher call numbers (i.e. greater experience) will be offered positions (PT and FT) first.**

Question Asked: "Has anyone spoken with Human Resources regarding this proposal, as far as offering someone employment solely off of that?" "Is that going to be an issue moving forward?"

Chairman Johnson replied: We have not approached any other County Divisions yet.

- 9. Apprentice Firefighters will be assigned to a shift in stations with DFRS personnel for mentoring; Journeyman Firefighters may move between shifts.**

Chief Coe expressed his concern regarding the current situation that we are in, where the division has taken on 90 new hires that we are currently mentoring. Also, we want to make sure the lines of communication, responsibility, supervision and authority are clear.

Micky Fyock commented that Battalion 4 has discussed this proposal and would like to see a Cadet program rather than a Journeyman program.

Motion to endorse pursuing a Cadet program in lieu of the Journeyman Proposal:

Moved by Micky Fyock

Seconded by Kevin Schmidt

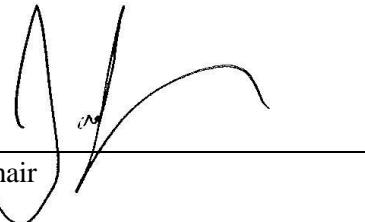
VOTE: YES: 8 NO: 0 ABSTAIN: 0 PASSED

X. ADJOURNMENT

The meeting adjourned at 7:51 p.m.

APPROVED

Todd Johnson, Chair

A handwritten signature in black ink, appearing to read "Todd Johnson". It is written in a cursive style with a prominent loop on the left and a flourish on the right.

APPROVED

2/8/2021
Date of Approval

APPROVED

Gunnar Pedersen, Co-Chair

A handwritten signature in black ink, appearing to read "Gunnar Pedersen". The signature is fluid and includes a stylized 'G' at the beginning.

APPROVED

2/8/2021
Date of Approval