



# Frederick County Fire and Rescue Advisory Board Meeting

## Meeting Minutes

**APPROVED**

**Date:** April 12, 2021 1900 hours

**Location:** WebEx Virtual Meeting

<b>Attendance:</b>	Battalion 1 (Todd Johnson).....	Absent
	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) .....	Absent
	Career Rep (Kevin Schmidt).....	Present
	Citizen Rep (Susan Reeder Jessee) .....	Present
	Citizen Rep (Gunnar Pedersen) .....	Present

<b>Nonvoting Reps:</b>	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).....	Present
	Volunteer Fire & Rescue Services (Shane Darwick) .....	Present
	Local #3666 (President Stephen Jones) .....	Present

**Guests:** None

# **Frederick County Fire Advisory Board Meeting**

## **April 12, 2021**

## I. CALL TO ORDER:

Co-Chairman Gunnar Pedersen called the meeting to order at 7:00 p.m.

## **II. ROLL CALL OF VOTING AND NONVOTING MEMBERS:**

Absent was:

1. Todd Johnson, Battalion 1 Representative
2. George Lane, Career Representative
3. Jan Gardner, County Executive

### III. INTRODUCTION OF GUESTS:

None.

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

Motion to approve March minutes: Moved by Susie Nicol  
Seconded by Dave Remsburg

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

## **V. BOARD MEMBER COMMENTS:**

Co-Chairman Pedersen stated that the DFRS 2020 Annual Report gives an incredible overview of the fire service in Frederick County.

## **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:**

## Vaccination Clinics

Frederick will have a mass vaccination site in the near future.

## Question Asked: “Will that be advertised”?

Dr. Fillmore replied

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

### Vaccination Efforts

We continue to assist the Health Department with getting Frederick County vaccinated.

### COVID

Currently have seven members (5 career & 2 volunteer) in quarantine or isolation. Of those, three have tested positive.

### National Public Safety Communicator Week

April 11-17, 2021

### Training

RC 29 continues with 18 recruits. Currently in EMT portion of training.

RC 30 recruitment continues for class, which will start in July with 30 members.

Paramedic Class 7 currently has 13 students. Currently in the Cardiology portion of training.

### Northgate Fire Station

In process of pouring the building footers and running the utilities. Scheduled completion date is December 25, 2021.

### Training Administrative Coordinator

Ben Harris has been hired as the Training Administrative Coordinator.

### Mobile Data Terminal (MDT) Project

Replacement of MDT's nearing completion.

### Knox Box Project

Knox Box replacement project to start soon.

### FY22 Budget

The County Executive will be announcing her recommend FY22 Budget on Thursday.

### Planning Workgroup

Frederick County Fire Rescue Planning Workgroup continues their monthly meetings. They meet the second Tuesday of every month.

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

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

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

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

## **VIII. COMMITTEE REPORTS**

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

#### Operations Committee

No report. Next meeting on April 20, 2021 at Emmitsburg Activities Building.

### COVID

The monthly COVID Conference call was conducted on March 23<sup>rd</sup> between DFRS and Volunteer Company Fire Chief's in an effort to address COVID-19 operational concerns.

### Records Management System

DFRS and DVFRS are meeting monthly to ensure records management compliance is working well.

### Gear Up

Is being held virtually, new class starts April 12<sup>th</sup>, CPR and PPE/SCBA will be on Saturdays at the PSTF.

### PPE Voucher Program

To date we have used 72 of the 96 allotted vouchers.

### Accreditation

There will be no peer review team visit in 2021 for Corporations who were *fully accredited* for CY 2019 to review your accreditation manual. We will be following up with those Corporations who were *conditionally accredited*. Please continue to keep your documentation current and feed accurate and timely information into the volunteer database.

## **B. EMS Committee**

No report.

## **IX. DISCUSSION ITEMS**

### **A. Old Business**

#### Accreditation Ordinance Change

Chief Coe stated that the staff report has been submitted and will need to be reviewed by the County Council, if approved by the County Executive.

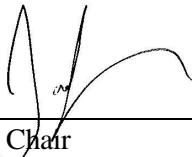
#### FRAB Representation

In June there will be 4 vacancies on the Board. Joyce Grossnickle has advertised the Citizen Representative position and has reached out to the presidents and chiefs of Battalions 2 & 3 for nominations.

## **X. ADJOURNMENT**

The meeting adjourned at 7:17 p.m.

**APPROVED**



Todd Johnson, Chair

**APPROVED**

5/10/2021

Date of Approval

**APPROVED**



Gunnar Pedersen, Co-Chair

**APPROVED**

5/10/2021

Date of Approval