



Frederick County Fire and Rescue Advisory Board Meeting

Meeting Minutes

APPROVED

Date: June 14, 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)	Absent
	Battalion 5 (Allen "Frank" Davis)	Present
	Career Rep (George Lane)	Present
	Career Rep (Kevin Schmidt).....	Absent
	Citizen Rep (Susan Reeder Jessee)	Absent
	Citizen Rep (Gunnar Pedersen)	Present

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 (Shane Darwick)	Present
	Local #3666 (President Stephen Jones)	Absent

Guests: None

Frederick County Fire Advisory Board Meeting

June 14, 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. Micky Fyock, Battalion 4 Representative
2. Susan Reeder Jessee, Citizen Representative
3. Kevin Schmidt, Career Representative
4. Stephen Jones, Local 3666 President

III. INTRODUCTION OF GUESTS:

None.

IV. APPROVAL OF PREVIOUS MEETING MINUTES:

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

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

V. BOARD MEMBER COMMENTS:

Chairman Johnson thanked Susie Nicol and Dave Remsburg for their service to the board.

VI. PUBLIC COMMENTS:

None.

VII. EX OFFICIO MEMBER REPORTS:

A. Frederick County Executive, Mrs. Jan Gardner:

COVID-19

Thanks to everyone during the pandemic and vaccination effort.

FY22 Budget

The County Council adopted the FY22 Budget in May.

FCVFRA Awards

Congratulations to everyone who was recognized.

Accreditation Bill

Currently before the County Council.

B. Jurisdictional Medical Director, Dr. Jeffrey Fillmore:

EMS Staffing

Thanks to the County Executive for the approval of additional staffing in the EMS office.

Protocols

Everyone should have had the chance to complete the online exam.

Chairman Johnson stated that the ALS information within the BLS protocol is confusing.

Dr. Fillmore stated that he would inform the state of the concern.

Question Asked: “Battalion 5 is having a problem meeting the stroke protocol, what can we do?”

Dr. Fillmore stated that he can discuss with the state.

C. Fire & Rescue Division Director, Chief Tom Coe

FY22 Budget

Thanks to the County Executive for the continued support with the budget.

COVID

Currently have zero career or volunteer responders in quarantine or isolation.

Updated response protocol implemented on June 1st.

Continue to assist with Countywide vaccination efforts.

FCVFRA Awards

Attended the ceremony on June 7th recognizing several significant efforts on individual incidents, as well as life-long achievements and service.

Training

RC 29 continues with 16 recruits and is slated to graduate on July 16th. The graduation of this class will coincide with the start of 24-hour coverage at Guardian Hose in Thurmont.

Working through the conditional offer process of RC 30 & RC 31. Each class will have 25 recruits and will begin on July 26th.

Paramedic Class 7 continues with 13 students.

Facilities

Progress continues on the construction of the Northgate Fire Station. Targeted completion date of December 25th and targeted opening date of February 2022.

Apparatus

Final inspection of Engine 291 is slated for July 6th.

DFRS Events

A make-up graduation will be held on July 15th for Recruit Classes 26, 27 & 28.

Promotional and annual awards ceremony to be held in early September.

Annual Certifications Processes

Pumps Testing was completed last week.

Technician promotional process was recently completed.

Safety

The annual Maryland burn ban is in effect from June 1st – September 1st.

Only sparklers and ground based fireworks are legal in Frederick County.

D. President, FCVFRA, Alan Hurley:

President Hurley thanked everyone for their participation and attendance at the FCVFRA Awards.

E. Local #3666, President, Stephen Jones:

As President Jones was absent, no report was given.

VIII. COMMITTEE REPORTS

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

COVID-19

Monthly conference call was held on May 23. Topics of discussion included operational concerns and policy revisions.

Cadet/Internship Program

Thanks to the County Executive for funding the program, which is generating a lot of interest.

Records Management

Meeting monthly to ensure records management compliance.

Gear Up

Class started on June 2nd.

PPE Voucher Program

Program is coming to an end. All PPE has been spoken for. Allotted 135 sets of PPE in FY22.

Life Safety Committee

A safety house and trailer (used for transport) have been purchased.

Operations Committee

There was no meeting in May. The next meeting will be June 22, 2021.

Planning Workgroup

The workgroup met on May 11th. Topics of discussion included the Fire Rescue Service Delivery Plan and a request from Brunswick Ambulance Company to re-chassis an ambulance.

Training Committee

MFRI classes have resumed and fall schedule has been posted.

In-Service training is in progress.

B. EMS Committee

No report.

IX. DISCUSSION ITEMS

A. Old Business

Accreditation Ordinance Change

Chief Coe stated that the Bill was presented last week.

County Executive Gardner added that the public hearing on the Bill is July 13th, with the final vote on July 20th.

FRAB Representation

Chief Coe thanked Susan Reeder Jessee, Kevin Schmidt, Dave Remsburg and Susie Nicol for their service to the Board.

Names have been recommended to the County Executive for the Battalion 2 and Battalion 3 representatives. They will go before the County Council on July 6th.

We have not received any nominations for the Career Representative. The County will re-advertise the Citizen vacancy after July 1st.

X. ACTION ITEMS

Draft Policy 03.00.11 – Purchase of New or Replacement Apparatus

Question Asked: “If a request comes up for a replacement or new piece of apparatus, is it heard by the planning workgroup?”

Chief Coe replied: Yes. Previously it would have gone to the FCVFRA Planning and Research Committee. That committee has since been rejuvenated and is now the Planning Workgroup.

Motion to approve the policy: Moved by Susie Nicol
Seconded by Gunnar Pedersen

VOTE: YES: 4 NO: 2 ABSTAIN: 0 PASSED

Policy 04.00.09 – Mobile and Portable Radios

Question Asked: “Is the purpose to have one vendor provide all the radios in the County and is there a contract for maintenance that covers all radios?”

Chief Coe replied: Yes, there is a maintenance contract and we have a single vendor for maintenance and repairs.

Policy approved by unanimous consensus.

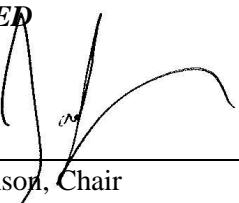
XI. CLOSING COMMENTS

Chief Coe inquired on the update of the Presidents meeting regarding the details of the accreditation process.

President Hurley stated that a meeting date has been set, but he could not recall the date. President Hurley will contact Chairman Johnson to confirm the meeting date.

XII. ADJOURNMENT

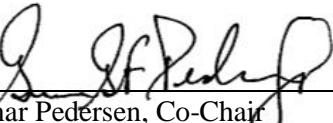
The meeting adjourned at 7:45 p.m.

APPROVED


Todd Johnson, Chair

APPROVED
7/12/2021

Date of Approval

APPROVED


Gunnar Pedersen, Co-Chair

APPROVED
7/12/2021

Date of Approval