

# Frederick County Fire and Rescue Advisory Board Meeting

## Meeting Minutes

**APPROVED**

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

**Location:** WebEx Virtual Meeting

<b>Attendance:</b>	Battalion 1 (Todd Johnson).....	Present
	Battalion 2 (David Fox) .....	Present
	Battalion 3 (Nelson Smith) .....	Present
	Battalion 4 (Micky Fyock) .....	Present
	Battalion 5 (Allen "Frank" Davis) .....	Present
	Career Rep (George Lane) .....	Present
	Career Rep (Vacant).....	Vacant
	Citizen Rep (Vacant).....	Vacant
	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 (Deputy Chief Shane Darwick) .....	Present
	Local #3666 (President Stephen Jones) .....	Present

**Guests:** None

# Frederick County Fire Advisory Board Meeting

## July 12, 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. Jan Gardner, County Executive

### **III. INTRODUCTION OF GUESTS:**

None.

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

Motion to approve June minutes as corrected: Moved by Gunnar Pedersen  
Seconded by Micky Fyock

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

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

Nelson Smith inquired about issues with radios and Jefferson County.

## **VI. PUBLIC COMMENTS:**

None.

## **VII. EX OFFICIO MEMBER REPORTS:**

#### **A. Frederick County Executive, Mrs. Jan Gardner:**

As County Executive Gardner was absent, no report was given.

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

## COVID

Pandemic seems to be settling down. The Executive Order that provided for several exceptional conditions during the COVID crisis will be expiring in August/September

MSFA

Eric Smothers has been elected as Vice President of the Maryland State Firemen's Association.

## Mobile Integrated Health

Attempting a statewide standardization for designating providers.

## EMT Renewal

In process of tracking EMT renewals.

Frank Davis expressed his gratitude to Dr. Fillmore for his follow up regarding the stroke issue with WellSpan Gettysburg Hospital.

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

#### COVID

Continue to move back to normal operations.

#### Training

RC 29 completed their Night Operations event this past Friday and will graduate on July 16<sup>th</sup>. The graduation of this class will coincide with the start of 24-hour coverage at Guardian Hose in Thurmont.

Paramedic Class 7 continues with 13 students, who are preparing for the National Registry exam.

RC 30 & 31 will start on July 26<sup>th</sup> with a total of 50 recruits.

Paramedic Class 8 is being advertised as of today.

#### Facilities

Progress continues on the construction of the Northgate Fire Station. The steel has arrived and the roofing structure has been started. Targeted completion date of late December and targeted opening date of February 2022.

Working with DPW on the outfitting of the new Logistics facility on Tilco Drive. Expect move from Scotty's Bus Lane to Tilco Drive sometime in December.

PSTF parking lot under construction. The new lot will consist of 90 parking spaces.

#### Apparatus

Final inspection of Engine 291 was completed.

Rescue Squad 10 will soon be back in Thurmont.

Working on specifications for the apparatus that has been budgeted for FY22. Which includes 3 replacement engines, 1 tanker, 1 replacement air unit and several support vehicles.

#### DFRS Events

Promotional and annual awards ceremony to be held on September 2<sup>nd</sup> at Frederick High School.

#### FRAB Representation

Welcome to new representatives Nelson Smith and David Fox.

Congratulations to Shane Darwick on his promotion to Deputy Chief/Director.

Thank you to President Alan Hurley for all you have done with the volunteer responders.

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

President Hurley expressed his congratulations to Deputy Chief Darwick and thanks to Chief Coe for the kind words.

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

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

## **VIII. COMMITTEE REPORTS**

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

#### Operations Committee

Met on June 15<sup>th</sup>. The Incident Command policy committee voted and passed the Structure Fire Response Guideline this guideline consolidates policies 5.00.07 Operational Guidelines for Structural Fires, 5.00.08 Safe Interior Structural Firefighter Guidelines, 5.00.09 MAYDAY, and 5.00.10 Rapid Intervention. Executive Committee informational review was done on June 29<sup>th</sup> and passed.

#### Cadet/Internship Program

Still looking for students to participate in the program.

#### Records Management

Meeting monthly to ensure records management compliance.

#### Gear Up

Class started on July 6<sup>th</sup>.

#### PPE Voucher Program

Process will begin on July 12; The budget allotment is for 135 sets of PPE with Municipal Emergency Services (MES) as our new vendor using Morning Pride Gear with improvements in delivery and zipper vs clip option on turnout coats.

#### Life Safety Committee

Safety trailer to store and transport was purchased and training on its set up will be provided shortly.

#### Planning Workgroup

The workgroup met on June 8<sup>th</sup>. Voted on a replacement ambulance for Vigilant Hose Company.

#### Accreditation

President and Chiefs met on June 24<sup>th</sup> at the Emmitsburg Activates Building.

**Question Asked: "Is there any type of announcement for the Cadet program that can be used on the company websites?"**

Chief Darwick replied that the information is on the FCFRA website.

### **B. EMS Committee**

No report.

## **IX. DISCUSSION ITEMS**

### **A. Old Business**

#### Accreditation Ordinance Change

The 2<sup>nd</sup> reading of the Bill will be tomorrow, July 13<sup>th</sup>, with the final vote on July 20<sup>th</sup>. Chairman Johnson reminded the Battalion Representatives to provide the information received from the Presidents and Chiefs for the August 9<sup>th</sup> FRAB meeting.

**FRAB Representation**

Still in search of a Citizen Representative and Career Firefighter/Union Representative

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

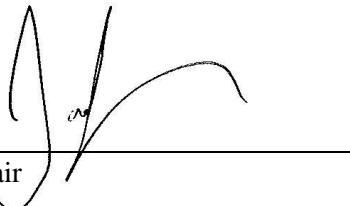
Forgot to vote/reaffirm the chairmanship and vice chairmanship at the June meeting. This will be added to the August agenda.

Will return to in-person meetings in September. The September meeting will not be televised due to the Roads Board meeting. Televised meetings will begin in October.

**X. ADJOURNMENT**

The meeting adjourned at 7:37 p.m.

**APPROVED**



Todd Johnson, Chair

**APPROVED**

8/9/2021

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Date of Approval

**APPROVED**



Gunnar Pedersen, Co-Chair

**APPROVED**

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