



Frederick County Fire and Rescue Advisory Board Meeting

Meeting Minutes

APPROVED

Date: August 9, 2021 1900 hours

Location: WebEx Virtual Meeting

Attendance:

Battalion 1 (Todd Johnson).....	Present
Battalion 2 (David Fox)	Absent
Battalion 3 (Nelson Smith)	Present
Battalion 4 (Micky Fyock)	Absent
Battalion 5 (Allen "Frank" Davis)	Present
Career Rep (George Lane)	Present
Career Rep (Vacant).....	Vacant
Citizen Rep (Vacant).....	Vacant
Citizen Rep (Gunnar Pedersen)	Present

Nonvoting Reps:

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 James May)	Present
Volunteer Fire & Rescue Services (Deputy Chief Shane Darwick)	Present
Local #3666 (President Stephen Jones)	Absent

Guests: None

**Frederick County Fire Advisory Board Meeting
August 9, 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. David Fox, Battalion 2 Representative
2. Micky Fyock, Battalion 4 Representative
3. Jan Gardner, County Executive
4. Stephen Jones, Local 3666 President

III. INTRODUCTION OF GUESTS:

None.

IV. APPROVAL OF PREVIOUS MEETING MINUTES:

Motion to approve July minutes:

VOTE: YES: 5 NO: 0 ABSTAIN: 0 PASSED

V. BOARD MEMBER COMMENTS:

Chairman Johnson stated that in-person meetings are scheduled to resume in September.

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:

Dr. Fillmore stated that he did not have anything to report for the August meeting.

C. Fire & Rescue Division Director, Chief Tom Coe

Training

Recruit Classes 30 & 31 began on July 26th with a total of 50 recruits. They are slated to graduate in mid-February 2022.

Facilities

Construction continues on the Northgate Fire Station. The roof is being installed, as well as the brick facade and the apparatus bay floors. Targeted opening date of mid-February 2022.

PSTF parking lot construction continues. Project expected to be completed by the middle of September.

Facility renovations at the new Logistics warehouse on Tilco Drive continues to progress. Hope to move to the new facility in December of this year.

Apparatus

Engine 291 currently with vendor in Hagerstown. Once equipped, it will temporarily run out of the Guardian Hose Company prior to the opening of the Northgate Fire Station.

DFRS Events

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

Will offer support to the Great Frederick Fair and the National Fallen Firefighters Foundation Annual Memorial Service this fall.

Budget

Will be presenting a budget adjustment request to County Council on August 10th to advocate for staffing improvements to the Point of Rocks Fire Station.

CIP Projects

Knox Box Key Secure System has been installed in all apparatus.

Working with APS on the new fire station alerting project to be kicked off in the near future.

Radios

Reached out to Jefferson County regarding Board Member Smith's concern about radio inoperability. We have provided them with the radio identifications needed and they are actively working to resolve the issue.

D. President, FCVFRA, James May:

President May stated that he did not have anything to report for the August meeting.

E. Local #3666, President, Stephen Jones:

As President Jones was absent, no report was given.

VIII. COMMITTEE REPORTS

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

Assistant Chief Position

Received several applications. Interviews will begin soon.

Operations Committee

The next meeting will be on August 17th. The Structure Fire Response Guideline was voted on and passed at the last meeting and is currently with the Policy Review Committee.

Cadet/Internship Program

Currently have 10 students enrolled. Looking for part-time instructors.

PPE Voucher Program

Information sent to all Chiefs regarding the process for the new vendor, MES.

Accreditation

Continue to keep all documentation current and feed accurate and timely information into the database.

B. EMS Committee

No report.

IX. DISCUSSION ITEMS

A. Old Business

Accreditation Ordinance Change

The Bill was passed and is now in effect.

Chairman Johnson asked if the Battalion Representatives received any information from the Presidents and Chiefs to be presented this evening.

Question Asked: “Are we in violation with COMAR in regards to the 10 list?”

Chairman Johnson replied that the MSFA is separate from the Frederick County Fire Rescue Advisory Board.

Question Asked: “If COMAR points to the MSFA for the 10 list, we have to follow that, correct?”

Chairman Johnson stated that is correct, but what does it look like when we go to accredit it.

Chairman Johnson proposed that the Company’s continue to submit the 10 list.

FRAB Representation

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

Question Asked: “Could someone who has past involvement in fire and rescue services in other jurisdictions be a Citizen Representative for Frederick County FRAB?”

Chief Coe replied that Citizen Representatives are not to be affiliated with the fire rescue system in any capacity other than as a consumer and must be a citizen of Frederick County.

B. New Business

2022 General Assembly

The County is looking for legislative ideas for the 2022 Maryland General Assembly session. If anyone has any legislative ideas tied to the fire service, please submit them to Chief Coe by September 15th.

Election of Chair and Co-Chair

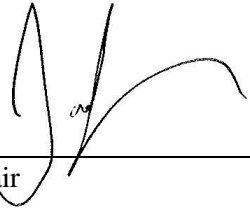
Frank Davis motioned that the current Chair and Co-Chair remain the same.

VOTE: YES: 5 NO: 0 ABSTAIN: 0 PASSED

X. ADJOURNMENT

The meeting adjourned at 7:31 p.m.

APPROVED



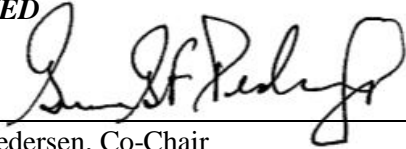
Todd Johnson, Chair

APPROVED

11/8/2021

Date of Approval

APPROVED



Gunnar Pedersen, Co-Chair

APPROVED

11/8/2021

Date of Approval