



Frederick County Fire and Rescue Advisory Board Meeting

Meeting Minutes

APPROVED

Date: May 9, 2022 1900 hours

Location: Winchester Hall
3rd Floor Hearing Room
12 E. Church Street, Frederick, MD 21701

Attendance:	Battalion 1 (Todd Johnson)	Present
	Battalion 2 (David Fox).....	Absent
	Battalion 3 (Nelson Smith).....	Present
	Battalion 4 (Micky Fyock)	Present
	Battalion 5 (Allen "Frank" Davis)	Absent
	Career Rep (George Lane).....	Present (phone)
	Career Rep (Anthony Gramicci)	Present
	Citizen Rep (Mark Kirchman).....	Present
	Citizen Rep (Gunnar Pedersen)	Present

Nonvoting Reps:	Frederick County Executive (Jan H. Gardner)	Absent
	Jurisdictional Medical Director (Dr. Jeffrey Fillmore)	Present (phone)
	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).....	Present (phone)

Guests: None

Frederick County Fire Advisory Board Meeting
May 9, 2022

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. Allen "Frank" Davis, Battalion 5 Representative
3. Jan Gardner, County Executive

III. INTRODUCTION OF GUESTS:

None.

IV. APPROVAL OF PREVIOUS MEETING MINUTES:

Motion to approve April minutes: Moved by Mark Kirchman
Seconded by Nelson Smith

VOTE: YES: 7 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 Gardner was absent, no report was given.

B. Jurisdictional Medical Director, Dr. Jeffrey Fillmore:

Certifications

EMT's need to ensure that their certifications are up to date.

Paramedic Class 7

Class is finishing their preceptorships. Class should add 11-12 medics to the field.

C. Fire & Rescue Division Director, Chief Tom Coe

Retirements

Congratulations to Tim Minefski and Kevin Shealer on their recent retirement.

Recruitment

Applications will be accepted from June 1st – 30th for Recruit Class 33, which is slated to begin in January.

Recruit Class 32

Class continues with 27 recruits who are getting ready to begin EMT training. Graduation will be held in early September.

Paramedic Classes

Class 8 continues with 8 students who are in the process of completing the cardiology portion of the program.

Two paramedics from Class 7 have been released to function independently.

Promotion & Awards Ceremony

Event was held on Tuesday, April 26th where we recognized 1 Battalion Chief, 5 Captains, 12 Lieutenants and 11 Technicians, as well as 12 meritorious awards that recognized nearly 40 employees.

Awards

Several Unit Citations and Excellence in EMS Awards have recently been awarded.

Staffing

Promotional processes for upcoming promotions to Technician, Lieutenant and Captain will begin in late May to early June.

Work Performance Evaluation (WPE) testing has been completed.

Apparatus

Currently in the process of annual pumps testing.

Thermal Imaging Cameras for Rapid Intervention Bags have been ordered.

Events

Several staff members attended the Maryland Fallen Heroes Day at Dulaney Valley Memorial Gardens where Battalion Chiefs Laird and Morlan were recognized.

The Maryland Fire Rescue Memorial ceremony will be held on the first Sunday in June. Battalion Chief Laird will be recognized at this event.

Question Asked: "The thermal imagers that are already in vehicles, will they be replaced or kept?"

Chief Coe replied: It depends on how the original ones were purchased. The Rapid Intervention thermal imaging cameras replaced the old Scott's that were purchased several years ago. The Scott cameras have several maintenance issues, so they are being removed from special service apparatus. The Flir cameras being added to the primary engine companies are additions.

Question Asked: "Are the WPE's done in the station on shift?"

Chief Coe replied: They are done on duty, but at the Public Safety Training Facility.

Question Asked: "When apparatus gets moved around, is there a mechanism to notify the Station/Company Officers?"

Chief Coe replied: Those schedules are typically sent out via Informational Bulletin or at a minimum the Station Officer or Corporation Chief are notified.

D. President, FCFRA, James May:

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

E. Local #3666, President, Stephen Jones:

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

VIII. COMMITTEE REPORTS

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

Operations Committee

An All Chief meeting was held on Tuesday, April 19, 2022 at Vigilant Hose Company. New business items discussed were the new Behavioral Health Coordinator, Natalie Bowers, status of county-wide ISO rating project that is under way, changes to the training request process, and status of the New CAD system. The next meeting will be moved up one week to June 14, 2022, to avoid conflict with the Maryland State Firemen's Convention in Ocean City.

High School/Internship Program

Students will graduate on May 12, 2022 at 12:00 pm at the Public Safety Training Facility.

Accreditation

Peer review has been completed. Training records are being verified and information is being requested. A final report will be given at the June FRAB meeting.

Compliance Training

Training was due on April 8, 2022. Still inputting additional company rosters that have been submitted. Program has been paused for 30 days to ensure data entry is complete. We will turn back on when it is truly operational.

Fire Police Radios

Purchase Order for radios has been completed. The radios have been assigned four Frederick Zones. The Home button takes them back to 92 Hotel, which is their assigned Fire Police talk group. Additional traffic vests and supplies have been purchased and are being distributed.

Planning and Research Workgroup

The Frederick County Fire/Rescue Planning Workgroup met on April 12th at PSTF. The group continues their discussions on updating and revising the Frederick County Fire and Rescue Service Delivery Plan and developing a list of strategic priorities for the next three years.

Recruitment & Retention

Gear Up Class 22-4 had 10 students who completed the class. Due to low enrollment the May class has been cancelled.

29th Annual Awards Recognition Ceremony

Event was held on April 18th at the Walkersville Volunteer Fire Company Social Hall. We recognized the brave, dedicated men and women who have worked diligently putting forth extraordinary efforts and lifetime achievements in support of the volunteer fire & rescue service.

FCVFRA Training Committee

Committee met on April 20, 2022. Companies 2, 3, 4, 7, 8, 9, 10, 11, 12, 14, 15, and 21 responded to the MFRI survey. This is one of the best responses we have had to the survey.

Question Asked: "Those cadets who are coming out of the program, what training level are they at?"

Chief Darwick replied: There are different levels of training throughout the year. They went through Hazmat Ops, Firefighter I, Rescue Tech, Site Ops, VME, TIMS, Gear Up, CPR, PPE, SCBA and EMR, but not EMT. Nine students completed the program from start to finish.

B. Other Committees

No report.

IX. DISCUSSION ITEMS

A. Old Business

HB1052

HB1052 – Flynn and Laird Act was signed into law by the Governor. Will take effect in October.

President Jones thanked everyone who was involved in getting the bill passed.

Question Asked: "How does that look nationwide?"

Chief Coe replied: We are the first state in the country to have a similar law like that on the books.

2021 Accreditation Process

As Chief Darwick stated previously, Peer review has been completed. Training records are being verified and information is being requested. A final report will be given at the June FRAB meeting.

Update on Northgate Fire Station

Construction is nearing the end. We plan on moving in the furniture and living items the week of June 13th. Plan to be operating out of the station the week of June 21st. The dedication ceremony is scheduled for June 27th.

Question Asked: "Any plans for the board to visit?"

Chief Coe replied: Once we are operational, I would like to schedule a tour for the FRAB members. Date to be announced at June meeting.

B. New Business

Update on the FY23 Budget

The County Executive has published her recommended budget. The Fire Rescue appeals that the County Executive has included in her recommended budget to the Council are:

22 Leave Impact Positions - \$ 1.9 million
Command Competency Training Program – just over \$105,000
Additional Logistics Technician
Paramedic and EMT for Mobile Community Health

For Volunteer Fire and Rescue:

Matrix Adjustments - \$287,000
Remaining 30 Fire Police Radios - \$105,000
Canteen Service - \$5,000

All base budget requests for both Fire Rescue Services and Volunteer Fire Rescue Services were recommended for funding.

Within the Capital Improvement Program, the Rural Water Service did get recommended for funding.

County Council will take action on the budget by the end of May.

Question Asked: “Was there anything on the budget wish list that just couldn’t squeeze out of the available money?”

Chief Coe replied: There's several in there. Moving forward in future years, we have to look at our staff at the Training Center to make sure we have the appropriate staffing for our EMS programs. In future years we are going to advocate for growth in our Fire Marshal's office.

X. ADJOURNMENT

The meeting adjourned at 7:30 p.m.

APPROVED

Todd Johnson, Chair

APPROVED


Gunnar Pedersen, Co-Chair

APPROVED

6/13/2022
Date of Approval

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