



Frederick County Fire and Rescue Advisory Board Meeting

Meeting Minutes

APPROVED

Date: September 11, 2023 1900 hours

Location: WebEx Virtual Meeting

Attendance:

Battalion 1 (Todd Johnson)	Present
Battalion 2 (David Fox)	Present
Battalion 3 (Nelson Smith)	Present
Battalion 4 (Micky Fyock)	Absent
Battalion 5 (Mike Duble)	Present
Career Rep (George Lane)	Absent
Career Rep (Anthony Gramiccioni)	Present
Citizen Rep (Mark Kirchman)	Present
Citizen Rep (Gunnar Pedersen)	Absent

Nonvoting Reps:

Frederick County Executive (Jessica Fitzwater)	Absent
Jurisdictional Medical Director (Dr. Jeffrey Fillmore)	Absent
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

Guests: None

**Frederick County Fire and Rescue Advisory Board Meeting
September 11, 2023**

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. Gunnar Pedersen, Citizen Representative
3. George Lane, Career Representative
4. Jessica Fitzwater, County Executive
5. Jeffrey Fillmore, Medical Director

III. INTRODUCTION OF GUESTS:

None.

IV. APPROVAL OF PREVIOUS MEETING MINUTES:

Motion to approve July and August minutes: Moved by Mark Kirchman
Seconded by Anthony Gramiccioni

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

V. BOARD MEMBER COMMENTS:

None.

VI. PUBLIC COMMENTS:

None.

VII. EX OFFICIO MEMBER REPORTS:

A. Frederick County Executive, Ms. Jessica Fitzwater:

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

B. Jurisdictional Medical Director, Dr. Jeffrey Fillmore:

As Dr. Fillmore was absent, no report was given.

C. Fire & Rescue Division Director, Chief Tom Coe

Maryland 2024 Legislative Session

Please submit your ideas/initiatives for the 2024 session.

Division Updates

Service enhancements took effect on September 9, 2023

- 7 suppression companies moved to 4-person staffing
- Paramedic Engines 23 & 311 went into service

New Engines 23, 311 & 102 went into service. Station 10 Tanker set for training in September.

Recruit Class 35 is in session with 32 recruits who are set to graduate in November.

Paramedic Class 9 students are preparing for National Registry testing.

Paramedic Class 10 received 16 applicants who will start in January 2024.

RC36 candidates are in process of Candidate Physical Ability Testing.

Lieutenant and Technician promotional process has just completed.

Hose testing is underway.

Grants

Received FORE grant in the amount of \$150,000 (2-year grant)

Received FR-CARA grant in the amount of \$1.8 million (4-year grant)

Waiting for word on SAFER grant.

Human Resources

Advertising for Behavioral Health Coordinator.

Advertising for Data Planner.

Community Outreach Coordinator position has been filled.

Effective 9/23 Assistant Chief Barnes has requested a voluntary demotion to Battalion Chief. Battalion Chief Troy Grossnickle has been selected to fill the Assistant Chief position.

Upcoming Events

Preparing for The Great Frederick Fair.

Training

Information Bulletin to be released soon regarding the second round of Ball Road training.

D. President, FCVFRA, James May:

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

E. Local #3666, President, Stephen Jones:

President Jones stated that the County Council voted on the replacement of the vacant Career Firefighter/Medic Representative with Lt. Eddie Burke.

VIII. COMMITTEE REPORTS

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

Operations Committee

The Operations Committee did not meet in August. The next meeting is scheduled for October 17th at PSTF.

Frederick County Fire and Rescue Services Work-Based Learning Internship

Class started on August 24th with 6 students.

Working on obtaining free advertisement and mileage reimbursement.

Planning Workgroup

Met on September 5th. Updates were given on the Data Analyst position, Rescue Engine(s) plan, Ladder Trucks and setting parameters for additional units/stations. The workgroup also approved United Fire Company for the replacement of A-37. The next meeting is scheduled for October 3rd.

PPE Voucher Program

Program is underway with 110 sets gear. The next fitting will be on September 20th at Logistics.

Gear Up

Next class starts on October 9th.

Volunteer Training Coordinator

Interviews completed and a conditional offer has been made.

The Great Frederick Fair

Preparations are underway.

B. Other Committees

No report.

IX. DISCUSSION ITEMS

A. Old Business

None.

X. ACTION ITEMS

A. Vote on Updates to Policy 1.00.08 Fire Rescue Services Criminal History Check

A motion was made by Mark Kirchman and seconded by Nelson Smith to move the updates to Policy 1.00.08 Fire Rescue Services Criminal History Check for approval.

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

B. Vote on Restructuring of Policies and Procedures Manual

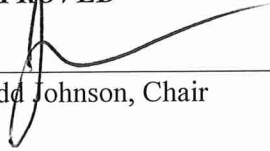
A motion was made by Anthony Gramiccioni and seconded by Mark Kirchman to approve the restructuring of the Policies and Procedures Manual.

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

XI. ADJOURNMENT

The meeting adjourned at 7:31 p.m.

APPROVED

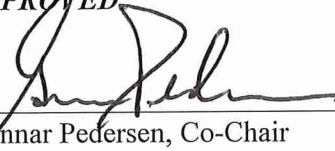


Todd Johnson, Chair

APPROVED

10/9/2023
Date of Approval

APPROVED



Gunnar Pedersen, Co-Chair

APPROVED

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Date of Approval