



Frederick County Fire and Rescue Advisory Board Meeting

Meeting Minutes

APPROVED

Date: March 11, 2024 1900 hours

Location: Winchester Hall
1st Floor Meeting Room
12 E. Church Street, Frederick, MD 21701

Attendance:	Battalion 1 (Todd Johnson).....	Present
	Battalion 2 (David Fox)	Present
	Battalion 3 (Nelson Smith)	Present (phone)
	Battalion 4 (Micky Fyock)	Absent
	Battalion 5 (Mike Duble)	Absent
	Career Rep (Brandon Burke)	Present
	Career Rep (Anthony Gramiccioni).....	Present
	Citizen Rep (Mark Kirchman)	Present
	Citizen Rep (Gunnar Pedersen)	Present (phone)

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 (phone)

Guests: None

Frederick County Fire and Rescue Advisory Board Meeting March 11, 2024

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. Mike Duble, Battalion 5 Representative
3. Jessica Fitzwater, County Executive
4. Jeffrey Fillmore, Jurisdictional Medical Director

III. INTRODUCTION OF GUESTS:

None.

IV. APPROVAL OF PREVIOUS MEETING MINUTES:

Motion to approve February minutes: Moved by Mark Kirchman
Seconded by Anthony Gramicciioni

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

V. REPORTS:

a. Ex-Officio Member Reports

- i. **Frederick County Executive, Ms. Jessica Fitzwater**
As County Executive Fitzwater was absent, no report was given.
- ii. **Jurisdictional Medical Director, Dr. Jeffrey Fillmore**
As Dr. Fillmore was absent, no report was given.
- iii. **Fire & Rescue Division Director, Chief Tom Coe**

Thank You's

Chief Coe thanked everyone for the invitations to attend their annual banquet.

Division Updates

DFRS is keeping an eye on the OSHA 1910.156 proposed rule.

The DFRS Advance Life Support Educational Program has completed the CoAEMSP site visits for reaccreditation.

Special Order for Annual Compliance Training has been issued. Career staff need to complete by 4/3 and Volunteers by 4/30.

Continue to progress with Law Enforcement, Emergency Management, Emergency Communications and IIT partners for the implementation of the new Computer Aided Dispatch system. Switch over is slated for 4/23.

Recruit classes 36 & 37 continue to progress.

Recently completed Battalion Chiefs promotional process, with 8 eligible candidates.

Congratulations to Technician Austin Nelson on his promotion to Technician.

Will be distributing several EMS Excellence Awards later this month.

DFRS did submit an Assistance to Firefighters Grant in the amount of \$474,480.

Currently researching a possible SAFER Grant application.

Purchased pediatric transport devices and a modern single pole equivalent to the Hare Traction Splint.

iv. President, FCVFRA, James May

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

v. Local #3666, President, Stephen Jones

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

b. Committee Reports

i. Director of Volunteer Fire & Rescue

LOSAP

County Executive approved the proposed Ordinance for benefit changes to the LOSAP. A public hearing is scheduled for April 2, 2024.

Operations Committee

An All-Chief's meeting was held on February 20, 2024. Updates were provided on ImageTrend, the CAD project, Aircraft policy, Structure Fire Command Policy, Chain of Command and Volunteer Rank Structure policies, and the draft Lithium-Ion Response policy.

Battalion 1

Chiefs agreed to discontinue the Battalion 1 duty program.

PPE Voucher Program

Fitting dates are March 13th & 21st.

Work-Based Learning Internship Program

Students are completing the FF I class and will start FF II on March 18th.

Fire Police

A mandatory meeting, that included training, was held on February 10th. The Fire Police have been outfitted with appropriate PPE, additional radio batteries and Guardian Angel personal lights.

Planning Workgroup

The workgroup did not meet on March 5th due to a lack of action items.

Budget

Met with County Executive. Appeals and base budget items are under consideration.

Gear Up Class

Next class starts tonight, March 11th, with over 10 students.

Training

Additional training added for Fire Police CPR in March, Battalion Community Stop the Bleed in May, and Battalion Community Hands Only CPR in June.

Accreditation

Process is underway. Letter and 10 List were due on February 29th. Peer review process will start tomorrow.

VI. OLD BUSINESS

a. CY 2024 Accreditation Process

Looking for help for Peer review process.

VII. NEW BUSINESS

a. 2023 Annual Report

The 2023 Annual Report has been published. Copies were distributed to members via email and print.

b. FY2025 Fire and Rescue Budget Presentation

A PowerPoint presentation regarding the FY2025 budget was distributed to members and reviewed.

VIII. COMMENTS AND ANNOUNCEMENTS

Chief Coe

There will be a Town Hall meeting with the Maryland Deaf Community Center on March 14th.

DFRS has partnered with Frederick County Parks & Recreation and several partner agencies to host our first Junior Firefighter Day on June 20th.

The Key City Fire Conference will be held March 14-16.

Nelson Smith

Term expires this June.

Compliance Training dates for Volunteers.

Search and rescue exercise in Brunswick.

Todd Johnson

Frederick County has identified the need to address citizens that witness a traumatic event.

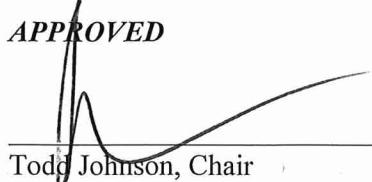
IX. PUBLIC COMMENT

None.

X. ADJOURNMENT

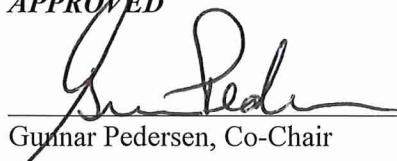
The meeting adjourned at 8:16 p.m.

APPROVED



Todd Johnson, Chair

APPROVED



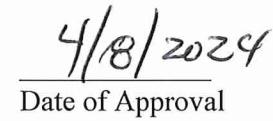
Gunnar Pedersen, Co-Chair

APPROVED



Date of Approval

APPROVED



Date of Approval