

Frederick County Fire and Rescue Advisory Board Meeting

Meeting Minutes

APPROVED

Date: May 13, 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)	Absent
	Battalion 4 (<i>Vacant</i>)	<i>Vacant</i>
	Battalion 5 (Mike Duble)	Present
	Career Rep (Brandon Burke)	Present
	Career Rep (Anthony Gramiccioni).....	Present
	Citizen Rep (Mark Kirchman)	Present (phone)
	Citizen Rep (Gunnar Pedersen)	Present

Nonvoting Reps:	Frederick County Executive (Jessica Fitzwater).....	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)	Present

Guests: None

Frederick County Fire and Rescue Advisory Board Meeting

May 13, 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. Nelson Smith, Battalion 3 Representative
2. Jessica Fitzwater, County Executive

III. INTRODUCTION OF GUESTS:

None.

IV. APPROVAL OF PREVIOUS MEETING MINUTES:

Motion to approve April minutes: Moved by David Fox
Seconded by Mark Kirchman

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**

EMS Updates

Whole Blood to be available to select patients after July 1st.

Return to conducting Ultrasounds, primarily for cardiac patients.

Protocol

Protocol updates need to be completed.

iii. **Fire & Rescue Division Director, Chief Tom Coe**

Division Updates

Congratulations to those recognized at the FCVFRA Award Ceremony and the Chamber of Commerce Public Safety Awards.

Attended the Congressional Fire Service dinner.

Frederick County was the host for the National Fallen Firefighters Memorial Service where Battalion Chief Chris Morlan and Past Chief Mark Fisher were recognized.

Provided support to the Frederick Running Festival.

Firefighter/Paramedic Theresa Kratochvil received the Paramedic of the Year award from the local American Legion and VFW and has received the National Paramedic of the Year from the VFW. Lieutenant Kevin Trevey received Firefighter of the Year from the American Legion and VFW.

County Executive's proposed budget for FY25 includes recommendations for 2 additional Lieutenants in the Fire Marshal's Office, staffing at Wolfsville and an EMS Captain.

EMS Week May 19-25, 2024 "Celebrating 50 Years of EMS – Honoring our past, Forging our future".

Medic 4 permanent staffing will occur on May 18th.

Motorola P1 CAD system deployed on April 23rd.

Recruitment efforts are underway for the next application process May 1 – June 30, 2024. To date we have received 300 applications. Class set to start January 2025.

Maryland Fire and Rescue Service Memorial Service will be held on Sunday, June 2nd in Annapolis, where Battalion Chief Morlan and Chief Fisher will be added to the memorial.

iv. **President, FCVFRA, James May**

President May congratulated the FCVFRA awards winners.

v. **Local #3666, President, Stephen Jones**

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

b. Committee Reports

i. **Director of Volunteer Fire & Rescue**

Operations Committee

Both the Emergency Services Certification List and Command Officer Annual Training & Certification policies are in draft and need to go through the approval process. These two policies along with the Lithium-Ion Battery draft policy will be up for discussion and vote at the All-Chiefs meeting June 11th.

PPE Voucher Program

The next PPE sizing date is May 22nd from 3-5:30pm at Logistics, 1501-B Tilco Drive. End of year Vouchers must be used by June 30th.

Annual Compliance Training

Volunteer personnel had until 1600 hours April 30, 2024, to complete the training. Approximately 602 completed, still have some than need to complete the training. FCG Learn is closed for 30 days for maintenance and will reopen on June 1st. Biggest issue is logins and multiple email address.

Work-Based Learning Internship Program

Graduation is May 14th at the PSTF from 1200-1300. We are excited to announce we are waiting for approval by FCPS and the State for running a two-year completer program with Juniors and Seniors.

Fire Police

Traffic Incident Management and CPR training were conducted in April.

Planning Workgroup

The workgroup met on April 2nd. Nothing to report.

Budget

The VFRS Base Budget included BLS medical supplies, Personal Protective Equipment, and increased cost of vehicle, building and liability insurance, as well as an appeal for insurance deductibles.

Gear Up Class

New wrap on GEAR UP vehicle. GEAR UP Class started May 6th, with 10 registered. Recruiting event at the Childrens festival was very successful. On going High School visits are being conducted.

Volunteer Awards Banquet

Was held in Walkersville on April 15th.

Training

Battalion Community Stop the Bleed scheduled for May.

Maryland weekend at the NFA is now June 8th and 9th.

Special Events

2024 Frederick running Festival Sunday May 5th went well. Rain was a factor.

IAP Emergency planning is under development for Gran Fondo Maryland- Sunday September 15, 2024.

The Great Frederick Fair pre-fair security team meeting scheduled for June 6th.

Planning for 4th of July has started.

VI. OLD BUSINESS

a. CY 2024 Accreditation Process

- Received information from Company 12.
- Companies 8, 14 and 30 have been given 30 days to provide additional information.
- Companies 16, 22 and 30 have been placed in Accreditation Warning Status.
- All companies are in good standing with the Maryland Department of Assessments and Taxation.
- Review completed by HIPAA Compliance Officer.
- Apparatus inspections and testing requirements have been completed.

VII. ACTION ITEM(S)

a. Vote on Policy 1.01.06 Chain of Command

Motion to approve policy 1.01.06 Chain of Command: Moved by Anthony Gramiccioni
Seconded by Brandon Burke

Discussion of the policy ensued.

VOTE: YES: 3 NO: 4 ABSTAIN: 0 FAILED

b. Vote on Policy 5.00.03 Volunteer Rank Structure

Motion to approve policy 5.00.03 Volunteer Rank Structure: Moved by Anthony Gramiccioni
Seconded by Brandon Burke

Discussion of the policy ensued.

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

VIII. COMMENTS AND ANNOUNCEMENTS

Todd Johnson

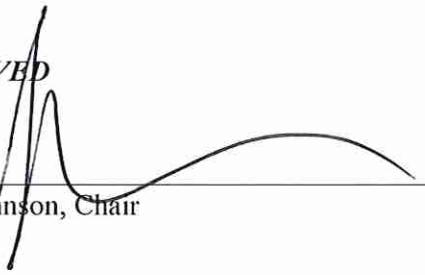
OSHA 1910.156 appears to incorporate NFPA standards into Emergency Response standards.

IX. PUBLIC COMMENT

None.

X. ADJOURNMENT

The meeting adjourned at 8:35 p.m.

APPROVED

Todd Johnson, Chair

APPROVED

Gunnar Pedersen, Co-Chair

APPROVED
6/10/2024
Date of Approval

APPROVED

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