

# Frederick County Fire and Rescue Advisory Board Meeting

## Meeting Minutes

**APPROVED**

**Date:** September 9, 2024 1900 hours

**Location:** Winchester Hall  
1<sup>st</sup> Floor Meeting Room  
12 E. Church Street, Frederick, MD 21701

<b>Attendance:</b>	Battalion 1 (Todd Johnson).....	Absent
	Battalion 2 (David Fox) .....	Absent
	Battalion 3 (Vacant) .....	Vacant
	Battalion 4 (Daniel Moré) .....	Present
	Battalion 5 (Mike Duble) .....	Present
	Career Rep (Brandon Burke) .....	Present
	Career Rep (Anthony Gramiccioni).....	Present
	Citizen Rep (Mark Kirchman) .....	Present
	Citizen Rep (Gunnar Pedersen) .....	Present

<b>Nonvoting Reps:</b>	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

## September 9, 2024

## **I. CALL TO ORDER:**

The meeting was called to order at 7:00 p.m. by Co-Chair Gunnar Pedersen, as Chairman Todd Johnson was absent.

## II. ROLL CALL OF VOTING AND NONVOTING MEMBERS:

Absent was:

1. Todd Johnson, Battalion 1 Representative
2. David Fox, Battalion 2 Representative
3. Jessica Fitzwater, County Executive
4. Dr. Jeffrey Fillmore, Jurisdictional Medical Director

### **III. INTRODUCTION OF GUESTS:**

None.

#### **IV. PUBLIC COMMENT:**

None.

## **V. APPROVAL OF PREVIOUS MEETING MINUTES:**

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

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

## VI. 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**

## Division Updates

Chief Coe expressed his gratitude to Operation Second Chance/Heroes Ridge for hosting the annual Fire Rescue Family Day event.

Recruit Classes 36 and 37 graduated on August 23rd, with the keynote speech delivered by the immediate past Deputy U.S. Fire Administrator, Tonya Hoover.

Recruit Classes 38 & 39 will start on January 13, 2025.

Nearly completed ladder testing and are currently conducting hose testing.

Chief Coe attended the County Council meeting last week, where a proposal to update EMS transport billing rates was presented, recommending a 12% increase. The Council is scheduled to vote on the resolution at their meeting on September 17th.

The Great Frederick Fair will take place from September 13th to September 21st. Attendees are encouraged to visit the various booths and greet first responders.

This week marks the anniversary of September 11th, and it is important to remember and honor the sacrifices made by first responders.

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

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

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

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

**b. Committee Reports**

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

Operations Committee

Met on August 20, 2024. Discussed the draft Communications Manual and reviewed requested edits. An updated version will be sent for final review and vote at the October meeting. The next meeting is an All-Chiefs meeting on October 21, 2024, at the PSTF.

Fire/Rescue Planning Workgroup

Met on September 3rd and approved United Fire Company's purchase of a new ambulance to replace Ambulance 39, and Brunswick Volunteer Ambulance and Rescue Company's replacement of Boat 19-2 with a new Demaree inflatable boat.

Fire/Rescue Work-Based Learning Internship Program

Began on August 21st with 13 high school students enrolled for the 24-25 school year. Four additional volunteers have joined the EMR course, running from September 3rd to November 14th. Haz/Mat Ops will follow and will be advertised on the MFRI website.

PPE Voucher Program

Next PPE fittings are scheduled for September 12th and 25th at Logistics, from 3:00 pm to 5:30 pm.

Recruitment & Retention

Frederick County will host the SAFER Retention and Recruitment Officer Course on October 26-27, 2024, at the PSTF. This two-day workshop will cover process improvements from inquiry to onboarding. Registration is now open.

Special Events

- IAP Emergency planning for Gran Fondo Maryland on September 15, 2024, is in development.
- The Great Frederick Fair IAP is complete, with Emergency Management and the Sheriff's Office involved. Plans are finalized, T-shirts ordered, and scheduling underway.

## VII. OLD BUSINESS

## VIII. COMMENTS AND ANNOUNCEMENTS

### Gunnar Pedersen

The October meeting will be held on October 14th. The November meeting has been rescheduled to November 18th due to the Veterans Day holiday on November 11<sup>th</sup>.

### Chief Coe

In the Streets will take place downtown on September 14th. Attendees are encouraged to engage with fire and rescue personnel.

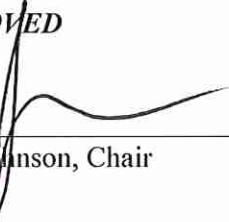
### Daniel Moré

Inquiry about the dispatch of special units.

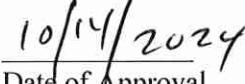
## IX. ADJOURNMENT

The meeting adjourned at 7:13 p.m.

*APPROVED*

  
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Todd Johnson, Chair

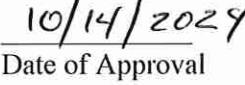
*APPROVED*

  
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10/14/2024  
Date of Approval

*APPROVED*

  
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Gunnar Pedersen, Co-Chair

*APPROVED*

  
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10/14/2024  
Date of Approval