



Frederick County Fire and Rescue Advisory Board Meeting

Meeting Minutes

APPROVED

Date: January 13, 2025 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)	Absent
	Battalion 3 (Cassie Goodman)	Present
	Battalion 4 (Daniel Moré)	Present
	Battalion 5 (Mike Duble)	Absent
	Career Rep (Brandon Burke)	Present
	Career Rep (Anthony Gramiccioni).....	Present
	Citizen Rep (Mark Kirchman)	Absent
	Citizen Rep (Gunnar Pedersen)	Present (phone)

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)	Absent
	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 January 13, 2025

I. CALL TO ORDER:

The meeting was called to order at 7:00 p.m. by Chairman Todd Johnson.

II. ROLL CALL OF VOTING AND NONVOTING MEMBERS:

Absent was:

1. David Fox, Battalion 2 Representative
2. Mike Duble, Battalion 5 Representative
3. Mark Kirchman, Citizen Representative
4. Jessica Fitzwater, County Executive

III. INTRODUCTION OF GUESTS:

None.

IV. PUBLIC COMMENT:

Chief Coe requested a moment of silence to honor the recent Line of Duty Death in Montgomery County.

V. APPROVAL OF PREVIOUS MEETING MINUTES:

Motion to approve December minutes: Moved by Anthony Gramicci
Seconded by Cassie Goodman

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**

Paramedic Class 11

Paramedic Class 11 has started with 17 students.

Blood Program

The blood program has been approved.

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

Division Updates

In 2024, there were 40,063 responses for DFRS, reflecting a 5% increase compared to 2023.

The 2024 Annual Report should be available by the February or March meeting.

The banquet season has officially begun. Thank you to New Midway for the invitation and for organizing a successful event.

We have partnered with the CDC specific to their National Fire Fighter Registry Program and have received Gold Helmet status.

Recruit classes 38 and 39 started today with a total of 55 recruits.

Congratulations to recent retirees Battalion Chief Dave Barnes and Technician Chad Johns.

Congratulations to Battalion Chief Sean Donovan, Captain Matt Johnson, Lieutenant Erik Wilhide and Technician Brandon Burke on their recent promotions.

The legislative session in Annapolis has started.

iv. President, FCVFRA, James May

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

v. Local #3666, President, Stephen Jones

President Jones stated that he did not have anything to report.

b. Committee Reports

i. Director of Volunteer Fire & Rescue

Operations Committee:

The October Operations Committee met on Tuesday December 17, 2024. An update was given on P1 CAD along with the MDT and ePCR tablet refresh project. Both the MCI and Rehabilitation policies that were presented in October passed unanimously. The next meeting is an All-Chiefs Meeting on February 18, 2025.

Fire/Rescue Work Based Learning Internship Program

Currently have 15 students who have started Firefighter I.

Planning Workgroup

Carroll Manor Fire Company was approved to purchase a replacement of their current Boat Support vehicle with a new Pick-up to be used for the same purpose. This is a replacement vehicle not an additional vehicle.

Fire Police

2025 Fire Police Appointment Letters are out to Company Chiefs and need to be submitted no later than January 18, 2025. All new fire department members will be required to pass a background check. All Fire Police must have an annual Frederick County Physical per County policy. Appointment letters will not be accepted after January 18th.

Recruitment & Retention

Next GEAR UP Class is January 21st thru February 6th.

PPE Voucher Program

The next PPE fitting for volunteers is January 22nd at Logistics from 3:30- 5pm.

VII. OLD BUSINESS

a. Ad Hoc Committee Report

Chairman Johnson stated that committee members have been selected and the first meeting will be held on January 30, 2025 at 7:00 pm.

VIII. COMMENTS AND ANNOUNCEMENTS

Chief Coe

The two policies originally scheduled to be presented tonight, will be presented at the next meeting.

Daniel Moreé

Establishing the ESCL will be labor intensive.

IX. ADJOURNMENT

The meeting adjourned at 7:17 p.m.

APPROVED

Todd Johnson, Chair

APPROVED

Gunnar Pedersen, Co-Chair

APPROVED

2/10/2025
Date of Approval

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