

Frederick County Fire and Rescue Advisory Board Meeting

Meeting Minutes

APPROVED

Date: March 10, 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 Duple)	Absent
Career Rep (Brandon Burke)	Present
Career Rep (Anthony Gramiccioni).....	Present (phone)
Citizen Rep (Mark Kirchman)	Present (phone)
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)	Absent

Guests: None

The Whole Blood Program was launched last month, and EMS Supervisors are now equipped with a unit of blood in the field. The program has been operational for two weeks, during which two units of blood have already been administered

Congratulations to Lt. Billy Ahalt on his recent retirement.

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

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

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

As President Jones was absent, no report was given.

b. Committee Reports

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

Operations Committee:

The Operations Committee met on Tuesday, February 18, 2025. Discussion was held regarding ESCL, P1 CAD, MDT, ePCR tablet refresh and EMS Aid draft policy. The next meeting is on April 15, 2025.

Fire/Rescue Work Based Learning Internship Program

Currently have 13 students in Firefighter I – Module 3.

Planning Workgroup

The Planning Workgroup met on Tuesday, March 4, 2025. Discussion was held regarding vehicle requests from Lewistown District Volunteer Fire Department and Brunswick Fire Company. Both requests were approved by the Planning Workgroup.

Fire Police

The 2025 Fire Police meeting will be held on March 22nd at 9am in conference room at the LEC.

Recruitment & Retention

The next GEAR UP class will take place from March 11-27, 2025. Efforts are underway to create a radio segment advertisement for WFRE to recruit volunteers, with a focus on National Volunteer Month in April.

PPE Voucher Program

The next PPE fitting for volunteers is March 19th at Logistics from 3:30- 5pm.

Annual Report

The Division's 2024 annual report has been published, showcasing key activities, achievements, and the efforts of the dedicated team providing fire and rescue services to the community.

Compliance Training

Career personnel must complete the training by 1600 hours on Friday March 28, 2025. Volunteer personnel have until 1600 hours on Friday April 25, 2025, to complete the training.

APS Update

New Market's system is complete. Myersville is scheduled to start next once the ordered parts arrive. Next up is HQ and project closeout.

VII. OLD BUSINESS

a. Ad Hoc Committee Report

Committee members Mark Kirchman and Anthony Gramiccioni stated that the Ad Hoc Committee has met several times and had productive discussions regarding the scope of FRAB. They plan to meet at least one more time before presenting their report to the Board.

VIII. NEW BUSINESS

a. 2024 DFRS Annual Report

The 2024 Annual Report has been published. Copies were distributed to members via email and print and can be found on the DFRS website.

b. FY2026 Fire and Rescue Budget Presentation

A PowerPoint presentation regarding the FY2026 budget was distributed to members and reviewed.

c. Fire and Rescue Advisory Board Representation

Chairman Johnson announced that the terms for the Battalion 4 and 5 representatives will expire on June 30, 2025. These representatives are eligible for reappointment and must submit a letter of interest by April 20, 2025. If they choose not to seek reappointment, the battalions will need to provide a nomination. He also noted that Citizen Representative Gunnar Pedersen's term will expire on June 30th and he is not eligible for reappointment. This Citizen Representative position will be advertised to the public.

IX. ACTIONS ITEM(S)

a. Vote on Policy 5.00.07 – Emergency Services Personnel Rehabilitation Operations

A motion was made by Brandon Burke and seconded by Cassie Goodman to approve the policy.

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

b. Vote on Policy 5.01.03 – Mass Casualty Incident

A motion was made by Daniel Moré and seconded by Cassie Goodman to approve the policy.

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

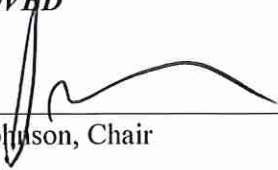
X. COMMENTS AND ANNOUNCEMENTS

Tony Gramiccioni reminded everyone that the Key City Fire Conference will be held March 13-16, 2025.

XI. ADJOURNMENT

The meeting adjourned at 7:52 p.m.

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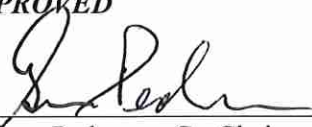


Todd Johnson, Chair

APPROVED

5/12/2025
Date of Approval

APPROVED



Gunnar Pedersen, Co-Chair

APPROVED

5/12/25
Date of Approval