

Frederick County Fire and Rescue Advisory Board Meeting

Meeting Minutes

APPROVED

Date: December 8, 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)	Present
	Battalion 3 (Cassie Goodman)	Absent
	Battalion 4 (Michael Wiand)	Absent
	Battalion 5 (Mike Duble)	Present
	Career Rep (Brandon Burke)	Absent
	Career Rep (Anthony Gramiccioni).....	Present
	Citizen Rep (Mark Kirchman)	Present
	Citizen Rep (Pete Raumann)	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 Jeff Scire)	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

December 8 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. Cassie Goodman, Battalion 3 Representative
2. Michael Wiand, Battalion 4 Representative
3. Brandon Burke, Career Representative
4. Jessica Fitzwater, County Executive

III. INTRODUCTION OF GUESTS:

None

IV. PUBLIC COMMENT:

None

V. APPROVAL OF PREVIOUS MEETING MINUTES:

Motion to approve November minutes: Moved by Mark Kirchman
Seconded by Pete Raumann

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**

Protocol Review

- Proposal to train EMT's to start IVs

Recertification

- There are 2,671 EMTs in the State that need to be recertified by the end of January

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

Division Updates

- Thanks to the Companies and personnel who supported Chief Mike Buck's Celebration of Life
- Paramedic Class 11 has graduated, and Paramedic Class 12 will start in January
- Recruit Class 40 will start on January 26th with 30 recruits
- Final inspection of Engine 291 is scheduled for January 7th
- Expect to receive four ambulances in late January/early February
- Tower 7 has been received and is at Logisitics to be outfitted
- Community Outreach has been busy working on holiday messages

iv. **President, FCVFRA, Jeff Scire**

- FCVFRA & Executive Committee discussion on FRAB
- Working on budget

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**

2026 Accreditation Process: Documents will be sent in January, with submissions due in February. The final report will be presented in July 2026.

Budget Committee: Reviewing budget requests from companies.

Fire/Rescue Work-Based Learning Internship Program: Students are in the Hazardous Materials/WMD course. The next class is Firefighter I, which starts in January.

Fire/Rescue Planning/Research Workgroup: The group met and approved Wolfsville Volunteer Fire Company request to purchase a one ton, crew cab, utility body vehicle and will replace current Special Unit/Utility.

Fire Police: New equipment, including fluorescent gloves with reflective palms and metal license plate identifiers marked "Frederick County Fire Police," will be distributed by the fire police commander.

PPE Voucher Program: Next PPE fitting is December 17, 3-5pm at Logistics.

Operations Committee: The Operations Committee did not convene in November; the next meeting is scheduled for December 16th.

Chief Darwick expressed his gratitude and support of the FRAB as he prepared for his upcoming retirement.

VII. OLD BUSINESS

a. Ad Hoc Committee Report Recommendations

- The Ad Hoc Committee's did not receive any additional correspondence or information.
- Battalion 1 expressed support for the committee restructuring portion of the report.

VIII. ACTION ITEM(S)

a. Vote on Ad Hoc Committee Report Recommendations

Motion to approve Committee recommendations as presented on November 10, 2025:

Moved by Anthony Gramicci

Seconded by Mark Kirchman

The board engaged in an extensive discussion on the motion before proceeding to the vote.

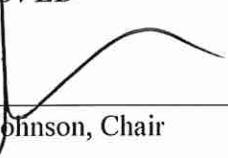
VOTE: YES: 5 NO: 1 ABSTAIN: 0 PASSED

IX. COMMENTS AND ANNOUNCEMENTS

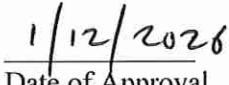
FRAB Co-Chair and Ad Hoc Committee member Anthony Gramiccioni noted that an action item to dissolve the FRAB should be added to next month's meeting agenda.

X. ADJOURNMENT

The meeting adjourned at 7:57 p.m.

APPROVED


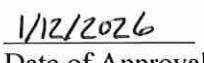
Todd Johnson, Chair

APPROVED


1/12/2026
Date of Approval

APPROVED


Anthony Gramiccioni, Co-Chair

APPROVED


1/12/2026
Date of Approval