



# ANNUAL REPORT 2020

## Frederick County Division of Fire and Rescue Services

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# COUNTY EXECUTIVE JAN GARDNER



One of the fundamental responsibilities of county government is to ensure the health and welfare of our residents. In 2020, our world changed as a new and unprecedented challenge – the coronavirus health pandemic – made our responsibility to protect health and well-being prominent and clear.

Our Division of Fire & Rescue Services staff stepped up and met the challenge. Throughout the COVID-19 pandemic, they have continued to deliver excellent service to the people who live and work in our community. In doing so, the men and women in our Division of Fire and Rescue Services put themselves in harm's way. They are truly heroes on the front line of the battle against the virus.

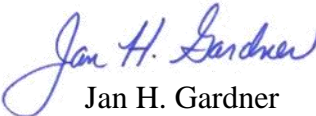
To meet the needs of a growing community, we graduated three firefighter recruit classes in 2020. In September, Frederick County was awarded a \$5.6 million SAFER grant, which will allow us to fully staff the new Northgate Fire Station when it opens and expand daytime staffing to 24/7 coverage in Thurmont. Once these 22 new positions are filled, the Division of Fire & Rescue Services will have 500 operational career firefighters. This is the third time the county has received a SAFER grant, adding over 100 new firefighters to keep us safe.

We look forward to the opening of the long-awaited Northgate Fire Station, which will be located just west of the Monocacy Boulevard and US 15 interchange. This station, which recently broke ground, will provide greatly needed access to the northwest side of the City of Frederick and surrounding area, and is expected to handle more than 3,000 calls annually.

Keeping our community safe is a fundamental role of county government, and the firefighters and EMTs in Frederick County are among the best in the State of Maryland. They deliver a high level of care, saving lives and protecting property.

As County Executive, I am proud of our resilience and our resolve to weather this pandemic while keeping our eye and our focus on a path toward a bright future.

I am grateful for the men and women of the Division of Fire and Rescue Services for their outstanding work to keep our community safe. They are helping to preserve our rich history and to ensure a bright and healthy future for all of us in Frederick County.

  
Jan H. Gardner  
County Executive

# MESSAGE FROM THE DIRECTOR

On behalf of the men and women of the Frederick County Division of Fire and Rescue Services (DFRS), it is my pleasure to present the Division's annual report for Calendar Year 2020. Our annual report highlights the many activities and accomplishments of the Division over the last year and profiles the outstanding work of the men and women who provide your fire and rescue services.

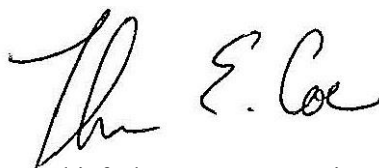
In 2020, our volunteer and career personnel answered 30,525 calls for emergency service, an average of 84 emergency responses per day. This level of operational tempo requires our organization to maintain a high state of readiness, which is accomplished through regular inspection and testing of our apparatus and equipment, as well as regular training to exercise the technical knowledge and skills of our personnel. This ensures the high level of proficiency in our emergency service delivery that our citizens deserve.

Over the last year, the men and women of the Division of Fire and Rescue Services frequently displayed their flexibility and commitment to service as we faced the COVID-19 pandemic head-on. From personal protective equipment to new protocols, to testing and vaccination, our organization faced countless challenges.

We responded to the pandemic that threatened our community, and without fail, our career and volunteer responders rose to the challenge to keep both our workforce and the public we serve safe from harm.

While 2020 certainly was full of challenges, I would like to highlight just a few of the Division's accomplishments over the last year. In 2020, DFRS graduated three recruit academy classes, the new recruits provided staffing enhancements at the Junior, Brunswick, Middletown, Thurmont, Walkersville, Libertytown, Westview, and Spring Ridge Fire Stations. The Division was also able to improve our field supervision and span of control by adding a third Battalion Chief to each of our three shifts as well as an Assistant Chief to the Emergency Services Section. In the fall of 2020, Frederick County was awarded a 5.6 million dollar Staffing for Adequate Fire & Emergency Response (SAFER) grant from the Department of Homeland Security that will fund the addition of twenty-two firefighters, which are critical to our ability to provide prompt and efficient service. In October 2020, the Division of Fire and Rescue Services was excited to join County Executive Jan Gardner in the groundbreaking ceremony for our new Northgate Fire Station. This station is currently under construction and will open in the first quarter of 2022.

The men and women of our Division remain focused on our mission of providing the best fire and emergency medical services possible to our community. I could not be more proud of the level of dedication and professionalism they display on a daily basis.



Chief Thomas E. Coe, Director



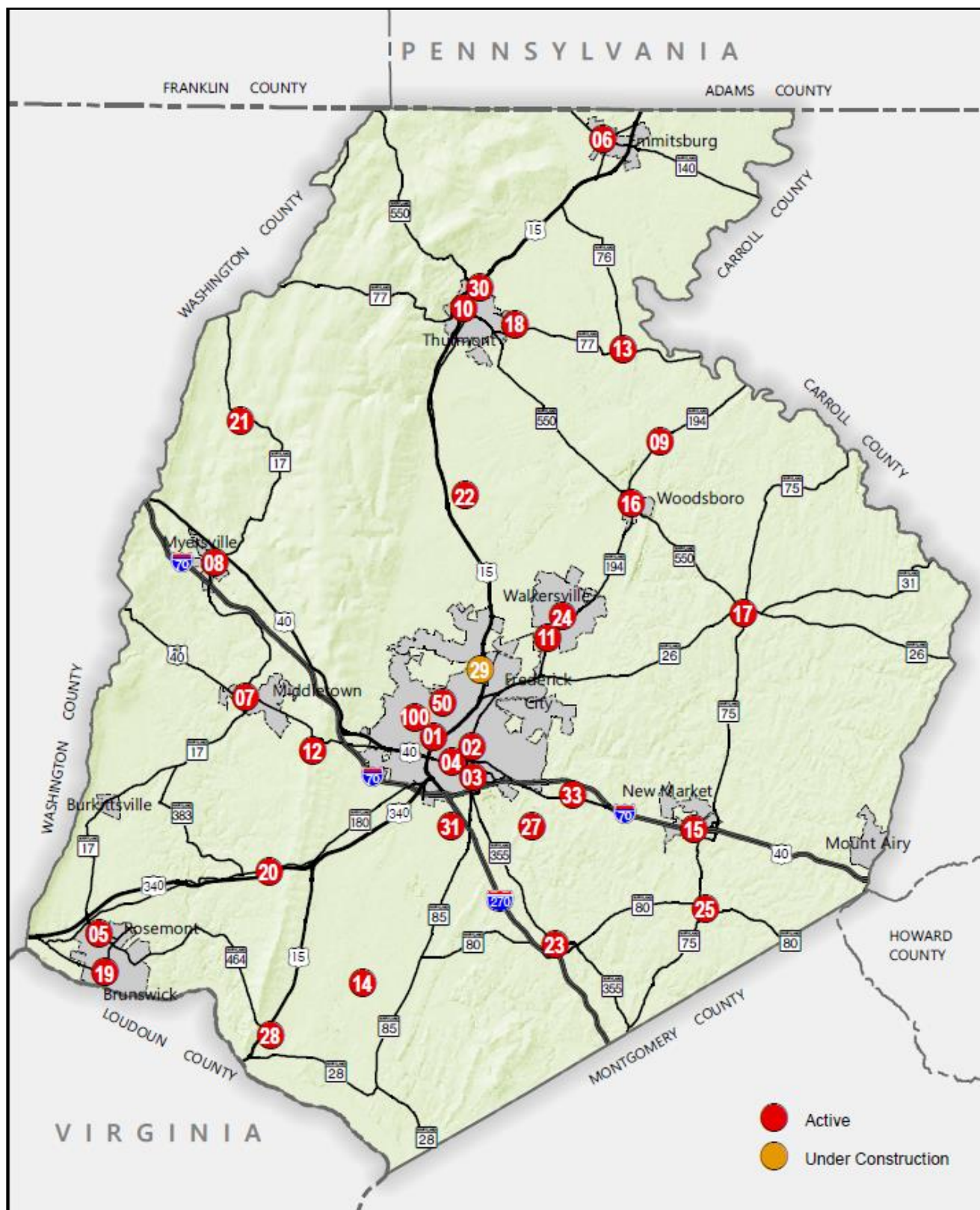
Chief Thomas E. Coe

## **Mission Statement**

*The Division of Fire and Rescue Services is committed to protecting life, property, and the environment by providing professional, efficient, and quality service.*



# FREDERICK COUNTY FIRE/EMS STATIONS



Fire/Rescue station locations are depicted by corresponding station number (see

# FIRE AND RESCUE STATION LOCATIONS

Co.	Name	Address
1	Independent Hose Co.	310 Baughman's Lane, Frederick, MD 21702
2	Junior Fire Co.	535 North Market Street, Frederick, MD 21701
3	United Steam Fire Engine Co.	79 South Market Street, Frederick, MD 21701
4	Citizens Truck Co.	9 South Court Street, Frederick, MD 21701
5	Brunswick Volunteer Fire Co.	1500 Volunteer Drive, P.O. Box 156, Brunswick, MD 21716
6	Vigilant Hose Co.	25 West Main Street, P.O. Box 171, Emmitsburg, MD 21727
7	Middletown Volunteer Fire Co.	401 Franklin Street, P.O. Box 322, Middletown, MD 21769
8	Myersville Volunteer Fire Co.	301 Main Street, P.O. Box 95, Myersville, MD 21773
9	New Midway Volunteer Fire Co.	12019 Woodsboro Pike, P.O. Box 67, New Midway, MD 21775
10	Guardian Hose Co.	21 North Church Street, Thurmont, MD 21788
11	Walkersville Volunteer Fire Co.	79 West Frederick Street, P.O. Box 425, Walkersville, MD 21793
12	Braddock Heights Volunteer Fire Co.	6715 Jefferson Blvd., Braddock Heights, MD 21714
13	Rocky Ridge Volunteer Fire Co.	13516 Motters Station Road, P.O. Box 154, Rocky Ridge, MD 21778
14	Carroll Manor Volunteer Fire Co.	2795 Adams Street, Adamstown, MD 21710
15	New Market Dist. Volunteer Fire Co.	76 West Main Street, P.O. Box 925, New Market, MD 21774
16	Woodsboro Volunteer Fire Co.	2 South Third Street, Woodsboro, MD 21798
17	Libertytown Volunteer Fire Co.	12027 South Street, P.O. Box 33, Libertytown, MD 21762
18	Graceham Volunteer Fire Co.	14026 Graceham Road, P.O. Box 181, Thurmont, MD 21788
19	Brunswick Ambulance Co.	200 West Potomac Street, Brunswick, MD 21716
20	Jefferson Volunteer Fire Co.	4603-A Lander Road, P.O. Box 578, Jefferson, MD 21755
21	Wolfsville Volunteer Fire Co.	12464 Wolfsville Road, Myersville, MD 21773
22	Lewistown Dist. Volunteer Fire Co.	11101 Hessong Bridge Road, Frederick, MD 21701
23	Urbana Volunteer Fire/Rescue Co.	3602 Urbana Pike, Frederick, MD 21704
24	Walkersville Volunteer Rescue Co.	73 Frederick Street, P.O. Box 202, Walkersville, MD 21793
25	Green Valley Station	3939 Green Valley Road, Monrovia, MD 21770
27	Public Safety Training Facility	5370 Public Safety Place, Frederick, MD 21704
28	Point of Rocks Station	1809 Ballenger Creek Pike, Point of Rocks, MD 21777
29	Northgate Fire Station	37 Thomas Johnson Drive, Frederick, MD 21702
30	Thurmont Comm. Ambulance Station	27 North Church Street, Thurmont, MD 21788
31	United/Westview Fire Station	5525 New Design Road, Frederick, MD 21703
33	Spring Ridge Fire Station	6061 Spring Ridge Parkway, Frederick, MD 21701
100	ALS Headquarters	340 Montevue Lane, Frederick, MD 21702

# OFFICE OF THE DIRECTOR

## DFRS Organizational Structure

The Frederick County Division of Fire and Rescue Services (DFRS) provides critical life safety services to citizens and visitors of Frederick County. DFRS employs 500 uniformed personnel, 16 civilian personnel and partners with hundreds of volunteer responders to serve the over 240,000 citizens of Frederick County that reside over the 664 square miles of jurisdiction.

The Division of Fire and Rescue Services is broken down into three sections each lead by a Deputy Chief that function under the Office of the Director. The Emergency Services Section includes the field operations, emergency medical services, training, safety and special operations offices. The Administrative Services Section includes the finance, logistics, fire marshals and EMS billing offices. The Volunteer Services Section coordinates with our 25 independent volunteer Fire, Rescue and EMS corporations as well as coordinate a countywide volunteer recruitment and retention program.

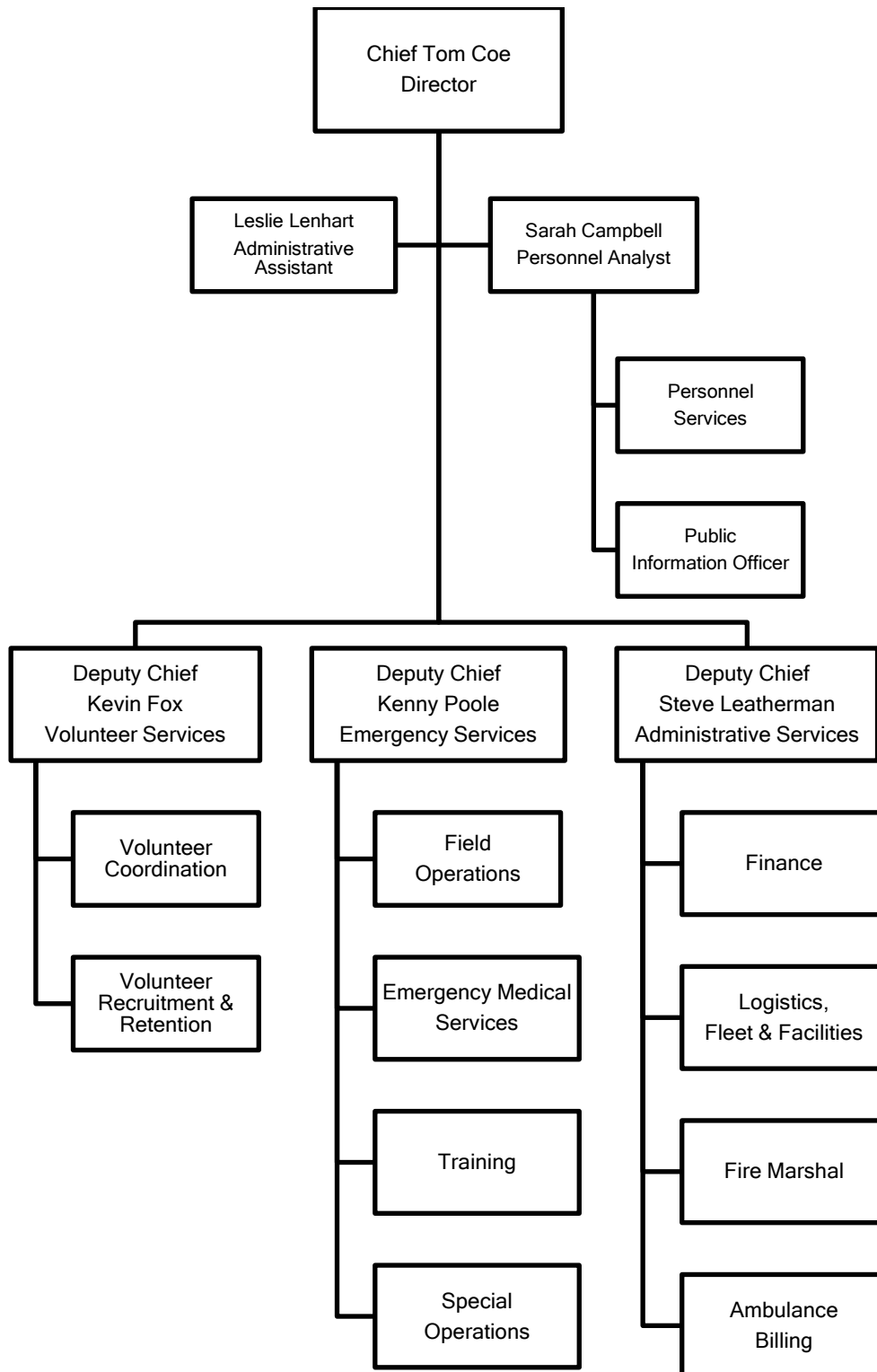
The Division of Fire and Rescue Services works on a daily basis with both the Frederick County Volunteer Fire and Rescue Association and the Frederick County Career Firefighters and Paramedics Association (IAFF Local #3666) to ensure that our combination fire/rescue system of career and volunteer responders continue our long history of high quality and professional service to Frederick County.

The men and women of DFRS are held to the highest standard of moral and ethical character and work to protect your life and property professionally, enthusiastically, and to their utmost ability.





# OFFICE OF THE DIRECTOR



# OFFICE OF THE DIRECTOR

## FY 2021 Fiscal Plan Summary

<u>Description</u>	<u>Actual FY18</u>	<u>Actual FY19</u>	<u>Actual FY20</u>	<u>Approved Budget FY21</u>
<b><u>Revenues:</u></b>	\$ 4,718,724	\$ 4,637,798	\$ 4,525,561	\$ 4,774,000
<b><u>Expenditures</u></b>				
Office of the Director	\$ 616,912	\$ 695,484	\$ 678,998	\$ 702,804
Administrative Services	\$ 1,195,641	\$ 1,291,437	\$ 1,559,951	\$ 1,448,023
Training Office	\$ 930,793	\$ 1,068,434	\$ 1,373,300	\$ 1,252,110
Emergency Services	\$ 44,585,336	\$ 49,035,026	\$ 56,090,625	\$ 59,515,892
Ambulance Billing Office	\$ 595,530	\$ 698,530	\$ 576,074	\$ 560,750
Fire Marshal's Office	\$ 588,666	\$ 567,275	\$ 541,716	\$ 658,692
Volunteer Fire Rescue Services	\$ 2,660,201	\$ 2,977,861	\$ 2,849,745	\$ 3,007,730
Misc. Volunteer Fire Rescue Companies	\$ 822,430	\$ 490,192	\$ 687,710	\$ 1,069,890
Volunteer Fire Companies	\$ 3,804,559	\$ 4,079,577	\$ 4,250,166	\$ 4,380,038
Senator Amoss Funds	\$ 566,349	\$ 572,654	\$ 582,966	\$ 580,000
<b>Total Expenditures</b>	<b>\$ 56,366,416</b>	<b>\$ 61,476,470</b>	<b>\$ 69,191,251</b>	<b>\$ 73,175,929</b>

### **Number of Positions**

Office of the Director	4	4	4	4
Administrative Services	6	6	7	7
Training Office	7	7	7	6
Emergency Services	392	404	436	488
Ambulance Billing Office	3	3	4	3
Fire Marshal's Office	4	4	4	4
Volunteer Fire Rescue Services	3	3	4	4
Misc. Volunteer Fire Rescue Companies	0	0	0	0
Volunteer Fire Companies	0	0	0	0
Senator Amoss Funds	0	0	0	0
<b>Total Number of Personnel</b>	<b>419</b>	<b>431</b>	<b>466</b>	<b>516</b>

# OFFICE OF THE DIRECTOR

## FY 2021 FISCAL PLAN

### Office of the Director

<u>Description</u>	<u>Actual FY18</u>	<u>Actual FY19</u>	<u>Actual FY20</u>	<u>Approved Budget FY21</u>
Number of Personnel	4	4	4	4
<b>Revenues:</b>				
Interest on Real Property Taxes	\$ -	\$ -	\$ 2,186	\$ -
Contributions and Donations	\$ -	\$ -	\$ 1,000	\$ -
<b>Total Reinvestments/Revenue</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,186</b>	<b>\$ -</b>
<b>Expenditures:</b>				
Salary & Wages	\$ 319,948	\$371,073	\$ 368,705	\$357,259
Overtime	\$ -	\$ 128	\$ -	\$ -
Health Insurance	\$ 28,430 *	\$ 57,126	\$ 64,552	\$ 67,719
OPEB	\$ 19,248	\$ 21,264	\$ 20,256	\$ 10,272
Dental Insurance	\$ 124	\$ 168	\$ 182	\$ 180
Social Security/Medicare	\$ 21,623	\$ 24,663	\$ 26,186	\$ 25,532
Retirement	\$ 57,868	\$ 65,813	\$ 51,251	\$ 53,207
Unemployment Cont.	\$ 204	\$ 287	\$ 205	\$ 104
Workman's Comp.	\$ 1,885	\$ 3,157	\$ 1,983	\$ 3,496
Life Insurance	\$ 941	\$ 1,107	\$ 1,115	\$ 1,183
<b>Total Salary &amp; Fringes</b>	<b>\$ 450,270</b>	<b>\$544,786</b>	<b>\$ 534,435</b>	<b>\$518,952</b>
<b>Operating Costs:</b>				
Equipment Maint./Repairs	\$ -	\$ -	\$ 267	\$ 100
Telephone Base/Activity	\$ 2,597	\$ 1,856	\$ 2,173	\$ 3,018
Wireless Communications	\$ 2,170	\$ 2,644	\$ 1,492	\$ 3,570
Advertising	\$ 899	\$ 311	\$ 4,750	\$ 1,200
Travel/Training	\$ 4,489	\$ 1,871	\$ 2,580	\$ -
Staff Mileage	\$ 2,129	\$ 3,853	\$ 2,239	\$ 12,528
Postage	\$ 6,277	\$ 1,719	\$ 928	\$ 8,023
Dues/Subscriptions	\$ 591	\$ 816	\$ 1,087	\$ 1,000
Printing	\$ 25,017	\$ 10,958	\$ 11,007	\$ 27,588
Computer H/W and S/W	\$ -	\$ -	\$ 356	\$ -
Misc. Supplies	\$ 295	\$ -	\$ -	\$ -
Non Capital Equipment	\$ 984	\$ 1,581	\$ -	\$ 2,705
Fleet Fuel	\$ 205	\$ -	\$ 46	\$ -
Office Supplies	\$ 30,990	\$ 35,089	\$ 27,638	\$ 34,120
Misc Fire/Rescue Approp.	\$ 90,000	\$ 90,000	\$ 90,000	\$ 90,000
<b>Total Operating Expenses</b>	<b>\$ 166,642</b>	<b>\$150,698</b>	<b>\$ 144,563</b>	<b>\$183,852</b>
<b>Total Budget</b>	<b>\$ 616,912</b>	<b>\$695,484</b>	<b>\$ 678,998</b>	<b>\$702,804</b>

\*changed from original version of FY2018

# OFFICE OF THE DIRECTOR

## Personnel Services

### Uniformed New Hire Recruitment

We wrapped up 2019 by starting Recruit Class 26 on October 28, 2019. Utilizing that existing list established with the recruitment rebranding of 2019 we were able to hire a second class, Recruit Class 27 on January 27, 2020. In September 2020, Frederick County Division of Fire and Rescue Services was awarded an additional 22 positions as part of the FY19 SAFER Grant. While Recruit Class 26 and Recruit Class 27 were in session, we opened another hiring process resulting in 1,182 applicants that would yield candidates for Recruit Class 28, which began on March 16, 2020. All 3 recruit classes ran concurrently and graduated 73 Firefighter/EMT's. The remaining candidates from the eligibility list were selected to comprise Recruit Class 29, which began on January 4, 2021 with 30 recruits.

With the exhaustion of the spring 2020 hiring process eligibility list a new hiring process was opened up in August 2020, generating 1,731 candidates. The Division is currently working through this hiring process to develop a new eligibility list.

Overall, one hiring process was initiated in 2020, candidates for 2 recruit classes were selected, the graduation of 3 recruit classes were completed, and preparation for a 2021 hiring process were made.

Throughout 2020, the division underwent 24 separations from employment of its current personnel. Of those, 6 were from eligible retirements and 18 were resignations/terminations.

### Uniformed Promotions (Competitive and Non-Competitive)

With the 2019 retirement of Fire Chief Thomas W. Owens, the County Executive conducted a nation-wide search for the divisions Fire Chief position. Tom Coe was appointed to the position of Fire Chief on March 21, 2020. This resulted in the internal promotional process for the rank of Deputy Chief to fill behind the vacancy created from the appointment. The Division was also granted a new position at the rank of Assistant Chief. A promotional process was conducted and a selection was made.

With the expiration of the 2018 Battalion Chief promotional eligibility list a promotional process was conducted in late 2019, which yielded 7 eligible candidates for promotion. Due to the quick exhaustion of the 2020 Captain promotional eligibility list a special process was conducted to produce eligible acting Captains until the scheduled Captain promotional process could be conducted. That process concluded in December 2020 with 7 eligible candidates for promotion. In conjunction with the Captain promotional process a Lieutenant promotional process was conducted and 18 candidates were placed on the eligibility list. The 2019 Technician eligibility list was exhausted in August 2020 and a promotional process to establish a new list is slated for spring 2021. The Battalion Chief list will remain effective until December 2021 or until the list has been exhausted while the Lieutenant and Captain lists will remain in effect until fall 2022 or until they are exhausted.

# OFFICE OF THE DIRECTOR

## Personnel Services (continued)

2020 saw 42 competitive promotions made:

- Acting Deputy Chief to Deputy Chief.....1
- Battalion Chief to Assistant Chief..... 1
- Captain to Battalion Chief..... 4
- Captain Medic to Battalion Chief Medic.....2
- Lieutenant to Captain.....5
- Lieutenant Medic to Captain Medic.....2
- Technician to Lieutenant..... 5
- Firefighter III to Lieutenant..... 9
- Firefighter III to Technician.....9
- Fire Medic III to Technician Medic.....4

110 Non-Competitive Upgrades were made:

- Firefighter Recruit to Firefighter I.....71
- Firefighter I to Firefighter II.....19
- Fire Medic I to Fire Medic II.....1
- Firefighter II to Firefighter III.....15
- Fire Medic II to Fire Medic III.....4

### Non-Uniformed New Hire Recruitment and Promotions

2020 saw the separation of 2 non-uniformed administrative personnel and made an addition of 1 new position, Logistics Manager. We hired for the positions of:

- Fiscal Specialist, reclassified to Fiscal Manager and filled
- Equipment Technician, due to promotion

### Grievances and Appeals

11 grievances/appeals for 11 personnel were addressed in 2020.





## ADMINISTRATIVE SERVICES

The Administrative Services Section includes Logistics Support to all the Fire/Rescue/EMS Companies in the County, Ambulance Transport Insurance Billing, Fleet Management, Vehicle Acquisition/Specifications, Breathing Apparatus Technicians and Equipment Technicians. The Administrative Serviced Division also provides oversight of the Fire Marshal's Office.

Additionally, the Administrative Services Section provides the fiscal management and is responsible for developing and administering the budgets for the Division of Fire and Rescue Services, Frederick County Volunteer Fire & Rescue Association's volunteer fire and rescue corporations and ten committees and specialty teams. Responsibilities also include procurement and contract management. The total FY20 budget for the Division of Fire Rescue Services is \$69,191,251 and employs 516 full time employees.

The Administrative Services Section provides oversight for the Capital Improvement Projects for the Division of Fire and Rescue Services, which is budgeted at \$29M over the next six years. These projects include the construction of new fire stations, Training Center improvements, and major capital projects such as Countywide Self Contained Breathing Apparatus replacement.

The Administrative Services Section is staffed with 15 full-time employees and 2 part-time employees to include the following:

- |                                    |   |
|------------------------------------|---|
| 1 - Deputy Chief                   | 1 - Ambulance Billing Coordinator         |
| 1 - Administrative Coordinator     | 2 - Ambulance Billing Specialists         |
| 1 - Fiscal Specialist              | 1 - Battalion Chief—Fire Marshal's Office |
| 1 - Logistics Manager              | 3 - Lieutenant—Fire Marshal's Office      |
| 1 - Logistics Specialist           | 1 - Part-Time Background Investigator     |
| 1 - Equipment Technician           |   |
| 1 - Breathing Apparatus Technician |   |
| 1 - Part-Time Logistics Support    |   |



# ADMINISTRATIVE SERVICES

## Logistics

The Logistics Office provides support to the Division of Fire and Rescue Services and the companies within the Frederick County Volunteer Fire & Rescue Association. The Logistics function includes the operations of a supply warehouse located at 300-A Scotty's Bus Lane. They provide short and long-term emergency incident support with equipment and supplies. An inventory of supplies, hoses and equipment is maintained and issued as needed.

Logistics is responsible for issuing and ordering personal protective equipment (PPE) to the county's career and volunteer personnel and are certified to inspect/test PPE to conform to the NFPA 1851 Standard and maintain accountability of all PPE issued.

Logistics processes approximately 1,000 purchase orders and requisitions each year for supplies and equipment that is delivered to the thirty (30) fire and rescue stations, and the Public Safety Training Facility on a weekly basis. Uniforms are issued and inventory maintained to support the needs of the County's uniformed employees.

## Ambulance Transport Insurance Billing

The Ambulance Transport Insurance Billing Program generates over \$6.3 million dollars in revenue on an annual basis, with approximately \$1.8 million dollars being distributed to the transporting fire/rescue companies. This program reviews approximately twenty thousand EMS reports on an annual basis and submits to our billing agent for invoicing. The program also administers the Subscription Club for the local fire and rescue corporations, which entitles the subscriber relief of any additional cost of the service above what the insurance company will reimburse for emergency medical transport. The subscription club collects approximately \$344,000 and is distributed to the first due fire/rescue Company which the subscriber lives in.

This HIPAA Compliance Officer is a separate function within the Division of Risk Management but works very closely with the Ambulance Transport Billing Program and on behalf of the Division of Fire and Rescue Services and its 26 member companies. This position ensures we are in compliance with all State, Federal and Medicare rules and regulations.

Additionally, this program:

- Is responsible for staying abreast of federal, state and local regulations and implementing such changes as they apply to ambulance providers.
- Is responsible for statistical and financial reporting. Monthly, quarterly and fiscal year end.
- The program educates and works with the general public to ensure no resident suffers a financial hardship associated with service provided.
- Works closely with mutual aid fire/EMS companies for reimbursement of upgrade services and subscription club membership.
- The Billing Coordinator works hand and hand with the Billing Agent and insurance carriers to ensure accurate billing and reimbursement.

# ADMINISTRATIVE SERVICES

## Breathing Apparatus Technicians

The Breathing Apparatus Technicians assigned to the Administrative Services Section are responsible for maintenance, repair and testing of the County's 700+ Self Contained Breathing Apparatus (SCBA) and RIT (Rapid Intervention Team) Packs. This is done in accordance with the manufacturers and NFPA required standards. They maintain, configure, issue and document the stock of SCBA face pieces used by the career and volunteer firefighters. In addition, they are responsible for the maintenance and required air monitoring of the 19 fixed and mobile breathing air compressors, mobile cascades and supplied air systems throughout the County. In addition, their responsibilities include maintenance, repair and testing of the medical oxygen regulators and monitoring equipment, portable area lighting and hand-lights, fire nozzles and various types of electronic and scientific equipment. Calibration of instruments, torque tools, pressure gauges and other force and load tools.

## Equipment Maintenance Technician

The Equipment Maintenance Technician responsibilities include the maintenance and repair of the small gas engines for the saws, portable pumps and generators used by the County's fire/rescue companies and other hand tools and equipment. In addition, responsibilities serving as program manager for Standards Inspections, Pumps Testing, Ladder Testing and Hose Testing countywide for all the fire rescue apparatus, ambulances and other vehicles. The technician is also certified in the testing, maintenance and repairs to ladders used on the fire apparatus.



# ADMINISTRATIVE SERVICES

## Accomplishments

- Applied for and was awarded the Staffing for Adequate Fire and Emergency Grant (SAFER) for the hiring of 22 new firefighter positions. The local match for this grant was removed as a requirement and the grant is 100% funded in the amount of \$5,581,394. This is a 3 year grant.
- Northgate Fire Station – a RFP was issued and bids were received from 17 different bidders. Contract was awarded to Warner Construction of Frederick, MD. The Notice to Proceed was issued on January 19, 2021 to begin construction. Expected completion date is the first quarter of 2022.
- Contract was issued to Pleasants Construction for the expansion of the parking lot at the PSTF. Construction expected to begin March 2021.
- DFRS received a grant from the State of Maryland in the amount of \$1.5 million dollars to construct a training/apparatus garage & storage building and renovations of the PSTF Annex locker rooms to better accommodate recruit training.
- COVID consumed a lot of time this past year, acquiring PPE for personnel in the field. This is a monumental task as we are competing for the same supplies as every other jurisdiction in the Country.
- Because of COVID, the County has a need for additional warehouse space. The County has purchased a building on Tilco Drive, which will include moving the DFRS Logistics/Warehouse operations to this new site. Personnel has been working with DPW on the design and layout of the new facility. Expected move date for Logistics is late summer 2021.
- Purchased 1,100 SCBA Facemasks & filters with attachments to be issued to career and volunteer personnel. Total cost of this purchase was \$340,000.00.
- Purchased new Ford F-550 4x4 ambulance and was assigned to the Spring Ridge Fire Station. This unit is equipped with additional protection for communicable and airborne diseases. Funding for this unit was through the CARES Act.
- Placed into service a new Ambulance 318 at the Westview Fire Station. This is a second staffed unit at the Westview Fire Station #31.
- Placed into service a new Ambulance 196 at the Brunswick Fire Station. This is a second staffed unit at the Brunswick Fire Station #5.
- Completed the specifications and issued a purchase order for a Command Unit for the County. This is a joint use vehicle between DFRS, Emergency Management and the Sheriff's Dept. Expected completion of this unit is July 2021.
- Completed the specification and issued a purchase order for the purchase of a new pumper for the Northgate Fire Station and the purchase of a new Tractor Drawn Aerial and 107' rear mount aerial for the replacement of Truck 42 and Truck 5. Expected delivery of the Northgate pumper is August 2021 and November for the ladder trucks.

# ADMINISTRATIVE SERVICES

## Accomplishments (continued)

- Design for the replacement of the Green Valley Fire Station is about 75% complete. Issue has developed in regards to the water and sewer for the fire station. This has stalled the development of this fire station until a water and sewer line is constructed. Currently in the process of the design of the water/sewer lines and acquiring easements which will go through CY2021. Drawings for the fire station design then can be completed.
- Began the project to replace the MDT's in all the fire apparatus, ambulances, Chief's and Duty vehicles. This is a 3-year program. Evaluations began on a suitable replacement to the current CF-53 computers that will soon become obsolete because of the computers operating system and CAD upgrade replacement.
- The EMS Billing Program generated \$6.3 million dollars in revenue, which \$1.8 of this was distributed to the various Fire/EMS Companies. The remainder is used to offset personnel cost of ALS and BLS personnel.
- The Equipment Technician and members of the Special Projects Group, assisted with the countywide ladder and hose testing for all ladders and fire hose used in the fire service. Because of the training they received previously from Alcoa Ladder, Inc., they were able to complete all the repairs in house, saving the county thousands of dollars in repair and replacement cost.
- The Equipment Technicians and the Special Projects Group completed the annual pumps test and equipment inspections of all fire apparatus and ambulances. In addition, all vehicles were weighed to ensure compliance with the gross vehicle weight limitations.





# ADMINISTRATIVE SERVICES

## FY 2021 FISCAL PLAN

<u>Description</u>	<u>Actual FY18</u>	<u>Actual FY19</u>	<u>Actual FY20</u>	<u>Approved Budget FY21</u>
Number of Personnel	6	6	7	7
<b>Expenditures:</b>				
Salary & Wages	\$ 371,337	\$ 438,823	\$ 458,723	\$ 498,196
Overtime	\$ 6,908	\$ 9,227	\$ 6,202	\$ -
Health Insurance	\$ 64,714	\$ 56,295	\$ 62,566	\$ 77,309
OPEB	\$ 28,872	\$ 31,896	\$ 35,448	\$ 17,976
Dental Insurance	\$ 279	\$ 248	\$ 279	\$ 300
Social Security/Medicare	\$ 27,473	\$ 33,053	\$ 34,345	\$ 37,817
Retirement	\$ 66,450	\$ 76,142	\$ 61,511	\$ 68,617
Unemployment Cont.	\$ 350	\$ 423	\$ 397	\$ 182
Workman's Comp.	\$ 4,190	\$ 2,987	\$ 4,013	\$ 7,591
Life Insurance	\$ 1,124	\$ 1,325	\$ 1,379	\$ 1,651
<b>Total Salary &amp; Fringes</b>	<b>\$ 571,696</b>	<b>\$ 650,417</b>	<b>\$ 664,863</b>	<b>\$ 709,639</b>
<b>Operating Costs:</b>				
Medical (Physicals)	\$ -	\$ -	\$ -	\$ 1,800
Equipment Maint./Repairs	\$ 28,934	\$ 60,116	\$ 88,666	\$ 117,069
Fleet Charges	\$ 98,454	\$ 116,653	\$ 124,637	\$ -
Telephone Base/Activity	\$ 10,931	\$ 10,282	\$ 11,573	\$ 13,866
Wireless Communications	\$ 143,640	\$ 147,361	\$ 159,225	\$ 151,938
Contracted Services	\$ 104,649	\$ 158,440	\$ 152,865	\$ 224,951
Dues/Subscriptions	\$ 1,596	\$ 1,550	\$ 1,575	\$ 1,375
Equipment Rental	\$ 1,893	\$ 1,505	\$ 2,126	\$ 4,550
Custodial Supplies	\$ 28	\$ 170	\$ -	\$ -
Small Tools	\$ 426	\$ (139)	\$ -	\$ 1,907
Uniforms/Safety Shoes	\$ -	\$ -	\$ 128	\$ 3,000
Hand-light & Nozzle Repair Supplies	\$ 1,901*	\$ 3,912*	\$ 1,514	\$ 6,000
Nonexpendable Supplies	\$ -	\$ -	\$ -	\$ -
CO 25 Supplies	\$ -	\$ -	\$ -	\$ -
SCBA Supplies	\$ 59,283	\$ 35,543	\$ 50,213	\$ 71,000
Medical/Surgical Supplies	\$ 2,512	\$ 6,669	\$ -	\$ 15,000
Breathing Air Supplies	\$ 14,369	\$ 19,919	\$ 20,557	\$ 21,126
Emrg HAZMAT Supplies	\$ 7,226	\$ 29,431	\$ 24,297	\$ 40,000
Misc. Supplies	\$ 2,634	\$ 4,668	\$ 2,193	\$ 9,782
Computer S/W and H/W	\$ 8,483	\$ 4,406	\$ 180,072	\$ 55,020
Non Capital Equipment	\$ 111,727	\$ 13,096	\$ 47,800	\$ -
Fleet Fuel	\$ 25,258	\$ 27,439	\$ 27,647	\$ -
Capital Equipment-NonBuilding	\$ -	\$ -	\$ -	\$ -
<b>Total Operating Expenses</b>	<b>\$ 623,944</b>	<b>\$ 641,020</b>	<b>\$ 895,088</b>	<b>\$ 738,384</b>
<b>Total Budget</b>	<b>\$ 1,195,641</b>	<b>\$ 1,291,437</b>	<b>\$ 1,559,951</b>	<b>\$ 1,448,023</b>

\*Was under Nonexpendable supplies in original version of FY2019

# ADMINISTRATIVE SERVICES

## FY 2021 FISCAL PLAN

### Ambulance Billing Office

<u>Description</u>	<u>Actual FY18</u>	<u>Actual FY19</u>	<u>Actual FY20</u>	<u>Approved Budget FY21</u>
Number of Personnel	3	3	4	3
<b>Revenues:</b>				
Federal Grants - Direct	0	0	\$ 376,719	\$ -
Ambulance Insurance Billing	\$ 6,089,944	\$ 6,186,901	\$ 5,949,183	\$ 6,200,000
Fire/Rescue Co. Proceeds	\$ (1,382,416)	\$ (1,566,977)	\$ (1,817,216)	\$ (1,426,000)
Fire Rescue Subscriptions	\$ 348,827	\$ 349,888	\$ 343,630	\$ 395,000
Fire/Rescue Subscription Credits	\$ (337,630)	\$ (332,014)	\$ (329,941)	\$ (395,000)
<b>Total Reinvestments/Revenue</b>	<b>\$ 4,718,724</b>	<b>\$ 4,637,798</b>	<b>\$ 4,522,375</b>	<b>\$ 4,774,000</b>
<b>Expenditures:</b>				
Salary & Wages	\$ 167,380	\$ 191,937	\$ 162,279	\$ 129,928
Overtime	\$ 59	\$ 5	\$ -	\$ -
Health Insurance	\$ 35,063	\$ 41,078	\$ 32,153	\$ 29,835
OPEB	\$ 14,436	\$ 15,948	\$ 20,256	\$ 7,704
Dental Insurance	\$ 120	\$ 167	\$ 161	\$ 180
Social Security/Medicare	\$ 12,405	\$ 14,204	\$ 11,926	\$ 9,940
Retirement	\$ 14,438	\$ 20,467	\$ 15,329	\$ 15,591
Unemployment Cont.	\$ 204	\$ 199	\$ 226	\$ 78
Workman's Comp.	\$ 100	\$ 78	\$ 93	\$ 157
Life Insurance	\$ 468	\$ 589	\$ 492	\$ 430
<b>Total Salary &amp; Fringes</b>	<b>\$ 244,673</b>	<b>\$ 284,672</b>	<b>\$ 242,915</b>	<b>\$ 193,843</b>
<b>Operating Costs:</b>				
Banking/Investment	\$ 27,634 *	\$ 26,541	\$ 29,397	\$ 35,575
Telephone Base/Activity	\$ 2,181	\$ 2,084	\$ 1,989	\$ 3,140
Advertising	\$ -	\$ -	\$ -	\$ 400
Travel/Training	\$ 2,296	\$ 6,234	\$ 1,954	\$ 10,000
Mileage	\$ -	\$ -	\$ 216	\$ -
Contracted Services	\$ 272,998	\$ 327,736	\$ 256,625	\$ 256,180
Postage	\$ 44,975	\$ 49,393	\$ 38,936	\$ 48,500
Dues/Subscriptions	\$ -	\$ 19	\$ -	\$ 400
Printing	\$ 774	\$ 306	\$ 274	\$ 2,712
Computer S/W and H/W	\$ -	\$ -	\$ 3,768	\$ 5,000
Non Capital Equipment	\$ -	\$ -	\$ -	\$ 5,000
Office Supplies	\$ -	\$ 1,543	\$ -	\$ -
<b>Total Operating Expenses</b>	<b>\$ 350,857</b>	<b>\$ 413,857</b>	<b>\$ 333,159</b>	<b>\$ 366,907</b>
<b>Total Budget</b>	<b>\$ 595,530</b>	<b>\$ 698,530</b>	<b>\$ 576,074</b>	<b>\$ 560,750</b>

\*changed from original version of FY2018

# ADMINISTRATIVE SERVICES

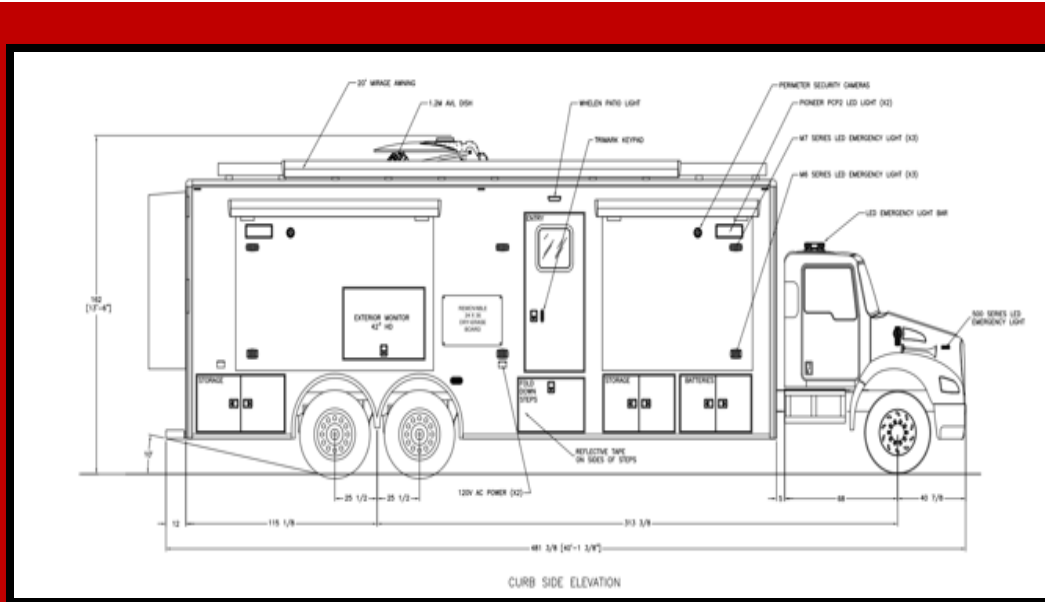


A-318 2020 Ford Horton Ambulance assigned to the Westview Fire Station

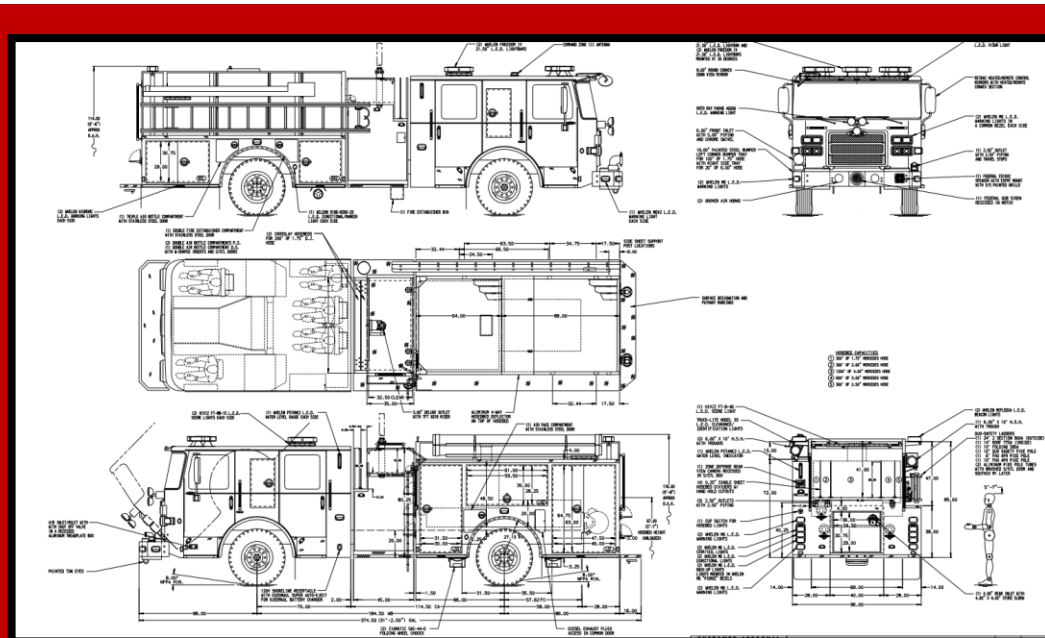


Ambulance 339 assigned to the Spring Ridge Fire Station

# ADMINISTRATIVE SERVICES



Command Unit - Joint project by Emergency Management, Sheriff's Dept. and DFRS



Northgate Pumper



# ADMINISTRATIVE SERVICES



Northgate Fire Station #29



Green Valley Fire Station #25



# ADMINISTRATIVE SERVICES

## Office of the Fire Marshal

The goal of the Frederick County Fire Marshal's Office is to protect life and property, and to foster a fire-safe environment through engineering, education, and enforcement. The Fire Marshals are responsible for providing fire, life safety, and other code enforcement and investigative activities throughout Frederick County and its municipalities.

The Office of the Fire Marshal is comprised of two sections: Code Enforcement and Investigations. Fire Marshals are certified in Code Enforcement; they are Certified Fire and Explosion Investigators (CFEI) through the National Association of Fire Investigators; and they are certified Fire Investigation Technicians (FIT) through the International Association of Arson Investigators. Each of these certifications requires proficiency and competency in all phases of code enforcement and investigation through successful completion of "hands-on" skills testing, a written examination process, and continuing education.

All personnel assigned to the Office of the Fire Marshal are appointed by the Maryland State Fire Marshal as Special Assistant State Fire Marshals/Investigators.

### Code Enforcement Section

The goal of the Code Enforcement Section is to ensure public safety and welfare through compliance with various fire and life safety code regulations. There are over 7,000 properties subject to inspection throughout Frederick County. Fire Marshals conduct fire and life safety inspections in accordance with Frederick County and Maryland State Fire Prevention Codes. A Fire Marshal is on call 24 hours a day, seven days a week to handle emergent code enforcement and other complaints and investigations.

The most common hazards noted during regular fire and life safety inspections include lack of properly maintained fire suppression and detection systems, lack of properly maintained smoke alarms, obstructed sprinkler heads and fire department connections, blocked exits, overcrowded conditions, excessive storage, improper use of extension cords, electrical deficiencies, non-working emergency lighting and exit signs, and crowd management deficiencies.

The Office of the Fire Marshal prioritizes inspections by the potential for loss of life or injury. Public assembly buildings, which include restaurants, meeting halls, churches, public and private schools, and apartment buildings, represent the greatest threat to life safety. All buildings must comply with the Fire Prevention Code with the exception of one and two-family dwellings. Checks of mercantile properties, which tend to become overcrowded and/or overstocked during peak holiday shopping periods, are usually performed during the holidays.

# ADMINISTRATIVE SERVICES

## Office of the Fire Marshal (continued)

The Office of the Fire Marshal is also required to inspect facilities, throughout the county, which have a liquor license, all government owned buildings, certain State-licensed buildings and premises, which include migrant labor camps, day camps, trailer parks, home adoptions, and assisted living facilities in single family homes. Certain special events, such as the Fourth of July celebration in Baker Park, In the Streets, and the Great Frederick Fair, are also inspected by this office. Fire Marshals also investigate complaints for vacant buildings and excessive vegetation and work with property owners to secure structures and/or gain code compliance. Additionally, any request for a Building Inspector after normal business hours is handled by the Office of the Fire Marshal, with the exception of requests originating within the City of Frederick.

### Investigations Section

#### Internal Investigations

From time to time, the Office of the Fire Marshal is required to perform internal investigations to assure that the County's and the Division's policies and procedures address the needs of the citizens and the fire/rescue and EMS services as a whole.

#### Origin and Cause Investigations

Maryland law requires that all fires and explosions be investigated in order to establish the cause. The Office of the Fire Marshal works with the Maryland State Fire Marshal's Office and other law enforcement agencies as needed when conducting origin and cause investigations. Origin and cause investigations are conducted in accordance with the Memorandum of Understanding (MOU) that was developed in the fall of 2010 and is working well. The MOU pools resources together from the Frederick County Fire Marshal's Office, the Frederick County Sheriff's Office, and the Maryland State Fire Marshal's Office; thus creating the Frederick County Fire Investigation Taskforce.

The information that is obtained by conducting origin and cause investigations may point to a need to educate the public or business community, demonstrate or identify potential design or equipment defects, correct code deficiencies, or cause recommended code modifications, deficiencies, or cause recommended code modifications.

### Fire Fatalities

In 2020 there were no reported fire related fatalities.

# ADMINISTRATIVE SERVICES

## FY 2021 FISCAL PLAN

### Office of the Fire Marshal

<u>Description</u>	<u>Actual FY18</u>	<u>Actual FY19</u>	<u>Actual FY20</u>	<u>Approved Budget FY21</u>
Number of Personnel	4	4	4	4
<b><u>Expenditures:</u></b>				
Salary & Wages	\$ 356,627	\$ 340,238	\$ 319,499	\$ 380,834
Overtime	\$ 2,876	\$ 4,853	\$ 25,602	\$ 17,078
Health Insurance	\$ 74,954	\$ 75,754	\$ 53,555	\$ 80,613
OPEB	\$ 19,248	\$ 21,264	\$ 20,256	\$ 10,272
Dental Insurance	\$ 240	\$ 240	\$ 231	\$ 240
Social Security/Medicare	\$ 26,191	\$ 25,053	\$ 25,265	\$ 30,439
Retirement	\$ 66,807	\$ 68,956	\$ 52,721	\$ 69,312
Unemployment Cont.	\$ 305	\$ 204	\$ 205	\$ 104
Workman's Comp.	\$ 23,476	\$ 15,304	\$ 29,299	\$ 33,551
Life Insurance	\$ 1,031	\$ 1,077	\$ 1,022	\$ 1,262
<b>Total Salary &amp; Fringes</b>	<b>\$ 571,755</b>	<b>\$ 552,942</b>	<b>\$ 527,655</b>	<b>\$ 623,705</b>
<b><u>Operating Costs:</u></b>				
Medical (Physicals)	\$ -	\$ -		\$ 2,763
Radio Maint	\$ 1,174	\$ 375		\$ 67
Telephone Base/Activity	\$ 2,566	\$ 2,401	\$ 2,854	\$ 2,360
Wireless Communications	\$ 4,741	\$ 4,293	\$ 4,951	\$ 7,810
Dues/Subscriptions	\$ 2,103	\$ 2,773	\$ 1,705	\$ 2,430
Uniforms/Safety Shoes	\$ 1,671	\$ 2,126	\$ 1,182	\$ 7,607
Computer S/W and H/W	\$ 458	\$ 373	\$ 384	\$ 3,500
Non Capital Equipment	\$ 4,197	\$ 1,992	\$ 2,985	\$ 8,450
<b>Total Operating Expenses</b>	<b>\$ 16,910</b>	<b>\$ 14,332</b>	<b>\$ 14,061</b>	<b>\$ 34,987</b>
<b>Total Budget</b>	<b>\$ 588,666</b>	<b>\$ 567,275</b>	<b>\$ 541,716</b>	<b>\$ 658,692</b>

# ADMINISTRATIVE SERVICES

## Office of the Fire Marshal

### Costliest Fires of 2020

Date	Address	Zip Code	Cause	Total Loss
03/10/2020	Mercantile Drive East	21703	Accidental	3,000,000.00
07/26/2020	Shelley Circle	21702	Accidental	1,000,000.00
09/18/2020	Sixes Bridge Rd	21788	Undetermined	500,000.00
12/16/2020	Ford Rd	21702	Undetermined	500,000.00
05/05/2020	Ballenger Creek Pike	21703	Undetermined	400,000.00
06/03/2020	Canfield Terrace	21702	Undetermined	400,000.00
06/03/2020	W. Potomac St	21716	Undetermined	400,000.00
12/14/2020	Pleasant Vista Drive	21701	Accidental	400,000.00
03/01/2020	Wintergreen Lane	21716	Accidental	350,000.00
12/12/2020	Main Street, Liberytown	21762	Accidental	250,000.00
07/03/2020	Oak Orchard Rd	21776	Undetermined	200,000.00
11/18/2020	Creagerstown Rd	21798	Accidental	200,000.00
11/26/2020	Inspiration Ave	21793	Accidental	200,000.00
06/10/2020	Ballenger Creek Pike	21710	Accidental	125,000.00
07/19/2020	Shannonbrook Lane	21702	Accidental	100,000.00
10/04/2020	Meadow Lane	21788	Accidental	100,000.00
10/30/2020	Mid-County Drive	21770	Accidental	100,000.00
11/20/2020	Brentland Rd	21758	Accidental	100,000.00
12/10/2020	Baker Rd	21757	Undetermined	100,000.00
06/17/2020	First St	21788	Accidental	100,000.00
			<b>TOTAL</b>	<b>8,525,000.00</b>

# ADMINISTRATIVE SERVICES

## Office of the Fire Marshal Calls for Service

MAIN CALL TYPE	SUB CALL TYPE	COUNTS 2020
Administrative		283
Assist Individual		1
Assist Other Agency		20
Assist Other Agency	Police—Frederick City Police Department	1
Assist Other Agency	Police—Frederick County Sheriff's Office	3
Assist Other Agency	City of Frederick Office of Life Safety	23
Assist Other Agency	Frederick County Office of Life Safety	20
Assist Other Agency	Maryland State Fire Marshal's Office	1
Assist Other Agency	Not Specified	0
Building Inspector		5
Burn Injury		10
Burn Injury	Burn by Fire	8
Burn Injury	Burn by Other Means	10
Burn Injury	Chemical Burn	1
Burn Injury	Electrical Burn	1
Complaint—Investigative	Blighted Property	4
Complaint—Investigative	Building Case	4
Complaint—Investigative	Egress Obstructed	12
Complaint—Investigative	Fire Hydrant Blocked	2
Complaint—Investigative	Fire Lane Violation	1
Complaint—Investigative	Overcrowding	1
Complaint—Investigative	Overgrown Vegetation	4
Complaint—Investigative	Unsafe Condition	7
Complaint—Investigative	Fireworks	106
Complaint—Investigative	Not Specified	19
Consult	Capacity Certificate Verification	8
Consult	Fire Code Related Matter	7
Consult	Special Event	1
Consult	Not Specified	3
Court	Criminal Court	3
Education / Outreach		1
Follow Up	Building Case	4
Follow Up	Egress Obstructed	2
Follow Up	Fire Hydrant Blocked	1
Follow Up	Not Specified	17
Information Provided		23
Inspection—Initial	Apartment Building / Condo	6
Inspection—Initial	Assembly	2
Inspection—Initial	Business	8
Inspection—Initial	Camp—Day / Labor / Overnight	11

# ADMINISTRATIVE SERVICES

## Office of the Fire Marshal Calls for Service

MAIN CALL TYPE	SUB CALL TYPE	COUNTS 2020
Inspection—Initial	Church—Religious Facility	8
Inspection—Initial	Daycare Commercial	66
Inspection—Initial	Daycare in Home	201
Inspection—Initial	Detention and Correctional	1
Inspection—Initial	Dwelling—One & Two Family	3
Inspection—Initial	Education Private School	5
Inspection—Initial	Education Public School	10
Inspection—Initial	Education University / College	3
Inspection—Initial	Fireworks Display	16
Inspection—Initial	Foster Care / Adoption	43
Inspection—Initial	Group Home—Medical /Treatment / Rehab	5
Inspection—Initial	Healthcare	9
Inspection—Initial	Hotel / Dormitories	0
Inspection—Initial	Liquor Board / Establishment	1
Inspection—Initial	Liquor Board / Special Event	0
Inspection—Initial	Medical Facility—Doctor / Treatment	1
Inspection—Initial	Mobile Food—Truck / Trailer / Unit	40
Inspection—Initial	Nursing Home / Assisted Living facility	1
Inspection—Initial	Special Event Public	0
Inspection—Initial	Not Specified	2
Inspection—Reinspect	Apartment Building / Condo	1
Inspection—Reinspect	Assembly	1
Inspection—Reinspect	Business	1
Inspection—Reinspect	Camp—Day / Labor / Overnight	2
Inspection—Reinspect	Church—Religious Facility	1
Inspection—Reinspect	Daycare Commercial	11
Inspection—Reinspect	Daycare in Home	15
Inspection—Reinspect	Detention and Correction	0
Inspection—Reinspect	Education Private School	2
Inspection—Reinspect	Education University / College	0
Inspection—Reinspect	Foster Care / Adoption	3
Inspection—Reinspect	Group Home— Medical / Treatment / Rehab	0
Inspection—Reinspect	Healthcare	0
Inspection—Reinspect	Hotel / Dormitories	1
Inspection—Reinspect	Liquor Board / Establishment	0
Inspection—Reinspect	Mercantile	0
Inspection—Reinspect	Mobile Food—Truck / Trailer / Unit	6
Inspection—Reinspect	Nursing Home / Assisted Living	0
Inspection—Reinspect	Special Event Public	0
Inspection—Reinspect	Storage Facility	0

# ADMINISTRATIVE SERVICES

## Office of the Fire Marshal

### Calls for Service

MAIN CALL TYPE	SUB CALL TYPE	COUNTS 2020
Inspection Follow Up	Apartment Building / Condo	1
Inspection Follow Up	Assembly	0
Inspection Follow Up	Business	0
Inspection Follow Up	Church—Religious Facility	0
Inspection Follow Up	Daycare in Home	55
Inspection Follow Up	Group Home—Medical / Treatment / Rehab	3
Inspection Follow Up	Liquor Board / Special Event	0
Inspection Follow Up	Mobile Food—Truck / Trailer / Unit	4
Inspection Follow Up	Special Event Public	1
Inspection Follow Up	Not Specified	5
Investigation / Criminal	Bomb / Bombing / Bomb Threats	5
Investigation / Criminal	Fire	68
Investigation / Criminal	Not Specified	0
Investigation / Follow Up		135
Investigation / Miscellaneous	Explosive	1
Investigation / Miscellaneous	Fire	8
Knoxbox	Consultation	1
Knoxbox	Key Install	2
Knoxbox	Service / Repair	1
Meeting	Consult	39
Meeting	Miscellaneous	12
Meeting	Progress	11
Meeting	Project	11
Meeting	Special Event	15
Meeting	Not Specified	0
Miscellaneous		112
Notification		82
Review	Fireworks	5
Special Assignment		164
Special Event		16
Special Project		53
System Activation	Fire Alarm System	2
System Activation	Sprinkler Activation	2
System Out of Service	Cooking Suppression System	1
System Out of Service	Fire Alarm System	66
System Out of Service	Sprinkler System	24
System Out of Service	Not Specified	0
Training		31
	<b>TOTAL NUMBER OF CALLS</b>	<b>1965</b>



# EMERGENCY SERVICES

The largest section within the Division of Fire and Rescue Services is the Emergency Services Section (ESS). The ESS is made up of:

1 Deputy Chief  
1 Assistant Chief  
13 Battalion Chiefs  
24 Captains  
56 Lieutenants  
49 Technicians  
304 Firefighters  
44 Paramedic/Firefighters  
1 Administrative Coordinator  
1 Community Services Specialist

The ESS is responsible for emergency medical services, fire suppression, mitigation of disasters, as well as special operations, training and professional services, public education, and safety, health, and wellness. Everyone in the ESS is committed to providing 100% customer satisfaction in all that they do. Personnel assigned to the ESS spend countless hours maintaining an exceptional state of readiness so that they can respond to customer requests for assistance (YOUR EMERGENCY) without fail.

To assist in accomplishing their goals, the dedicated personnel within the ESS spend many hours each day mapping emergency routes, studying and practicing firefighting strategies and tactics, maintaining fire stations, and ensuring the operational readiness and functionality of our emergency apparatus and equipment. All of these items occur daily including training their minds and bodies for the physical and mental demands required of a public safety responder.

These employees regularly complete additional formal training beyond what is provided to them in the recruit training academy. These trainings range from online webinars, practical workshops to formalized college degree programs. As they seek to promote up the ranks from Firefighter to Chief Officer, many hours of additional advanced level training are required. Those wishing to become Paramedics must complete a yearlong medical program that encompasses more than 1500 hours of cognitive and psychomotor training elements. Those wishing to become members of our Special Operations Teams must complete specialized and highly technical training to become certified in the disciplines required of those team members. We also have members who want to help their fellow firefighters in their time of need, the job of a firefighter can be extremely stressful which can lead to Post-Traumatic Stress, so we have members who complete specialized training in the area of Critical Incident Stress Management to provide help to those in need. Last, but not least, all of the ESS employees must maintain their certifications in EMT, Paramedic, CPR, and AED. Those in specialty positions must also maintain their specialty certifications and in addition to maintaining those, they must also train in the station daily to remain proficient in their everyday fire, rescue, and EMS skills.

# EMERGENCY SERVICES

## Coronavirus Disease 2019 (COVID-19)

Like everyone else, 2020 was a challenging year for our organization as well. The COVID-19 pandemic challenged all levels of our organization and our normal operating methods. Every level of our organization stepped up to weather this storm by finding new ways to operate, educate and communicate effectively all while providing excellent care to the citizens of Frederick County.

This pandemic has truly helped our personnel understand the vital importance of developing a resilient culture. It has drawn all of the Divisions operating within Frederick County closer together to serve the needs of our citizens, visitors, and employees.

In addition, to all of the stressors in their personal lives, the men and women of Frederick County Fire/Rescue continued to provide 24/7/365 service to those in need. Our responders were forced to operate in uncomfortable, bulky, unfriendly protective equipment for periods previously unsurpassed. They took showers in tents, trailers, and at fire stations in between responses to ensure they were appropriately decontaminated before responding to the next incident. The Division established a leading-edge decontamination program for our apparatus and facilities to ensure maximum safety of our personnel and the general public.

Our Communities, County, State, and Country have been placed under great stress, physically and mentally, as we struggled to cope with and manage an extraordinarily unusual year in history. We want to remind everyone that we still have challenges to face as things are not going to go away overnight. Remain vigilant, practice good hygiene, wear your masks, practice social distancing, if/and able get vaccinated.

At the risk of unintentionally forgetting someone, we just want to thank everyone who stepped up in some form or fashion to help deal with this situation. Everyone from our organization provided essential roles in providing services and allowing us to continue to answer the calls for help. Thanks to County Executive Gardner, The Frederick County Council and all of the Municipal Leaders for their dedication to our Community.

We have proven that we are stronger as a team than we are as individuals.



# EMERGENCY SERVICES

## Frederick County Fire/Rescue Rural Water Supply Efforts

Many areas throughout Frederick County have fire hydrants hooked to the municipal water systems to support firefighting efforts; however, many do not. Typically, the absence of fire hydrants is located in the more rural regions of the County. Our firefighting tactics need to be adaptive and dynamic to handle both situations. Areas, where we provide fire protection not supplied with fire hydrants, are considered to be 'rural water supply operations'.

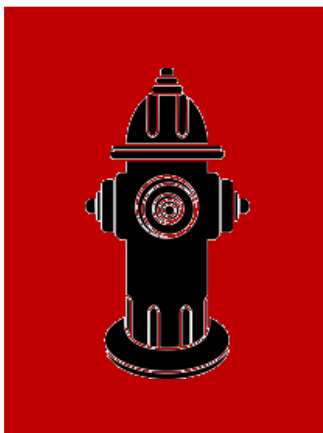
What is the difference in rural water supply operations? The primary initial water supply we utilize in these operations is carried on large water capacity apparatus called 'Tankers'. Locations without fire hydrants have been pre-determined and warrant the automatic dispatch of these 'Tankers' which usually carry 3,000 gallons or more of water compared to a normal fire engine which carries only around 1,000 gallons of water. Our initial firefighting efforts are supplemented by these tankers until we transition to a more formalized water source. These water sources could include but are not limited to ponds, rivers, streams, dry hydrants, or regular fire hydrants in relative proximity.

What is the difference between a regular fire hydrant I see along the street or a dry fire hydrant? Regular fire hydrants are connected to the municipal water system and have water in them at all times in some capacity, which usually resides below the ground frost line. Once these fire hydrants are opened, they receive a continuous water supply of various pressures from the municipal water supply. A dry fire hydrant is a non-pressurized pipe system permanently installed in water sources such as ponds, rivers, or streams that permits the withdrawal of water by drafting from a fire truck to provide a reliable water source for fire suppression close to the incident scene.

Frederick County Fire/Rescue's mission regarding rural water supply operations is to provide rapid, efficient, expandable, and uninterrupted water supply to the non-hydrant areas of Frederick County, Maryland.

In 2020, Frederick County Fire/Rescue spent many hours improving our rural water supply operations. These items included verifying the accessibility and functionality of rural water sources throughout the County, addressing and noting deficiencies to existing dry hydrants, updating records, development of training on the topic, and continuous evaluation of our practices to ensure effectiveness.

Currently, there are 45 dry hydrants located within Frederick County. Our priority for 2020 was to ensure the operational readiness of all 45 of these hydrants. We are continuing to work on expanding these as well as other suitable water supplies within the County to provide the highest level of service consistent with industry standards.



# EMERGENCY SERVICES

## Frederick County Fire/Rescue Community Outreach (Public Education)

The COVID pandemic did have an impact on the service delivery of our regular community outreach programs; however, we continued to provide a variety of these essential safety/educational messages in various formats. We modified the delivery format of many of these programs, as we remain committed to the safety and education of our community members, visitors, and fellow employees.

## Safe Kids Frederick

Keeping Kids Safe is one of the main priorities of our organization. Numerous Child Safety Seat (CSS) checkpoints are held throughout Frederick County each year. Due to the pandemic in station installations were suspended for a large portion of 2020, but our personnel remained engaged in the topic. We used this time to provide recertification skills and training to our nearly 100 certified car safety technicians. We continue to work to provide this valuable training to fire/rescue recruits during their entry-level training academy time at the Public Safety Training Facility.

Keep an eye on our social media platforms and website, as we will announce when in-person seat installations are up and running again.

Additional information about our program can be obtained by emailing [DFRSCarSafetyLine@FrederickCountyMD.gov](mailto:DFRSCarSafetyLine@FrederickCountyMD.gov) or by calling 301-600-SEAT (301-600-7328).



# EMERGENCY SERVICES

## Handle with Care

In 2020, we continued to be a contributing partner to the 'Handle with Care Maryland in Frederick County' Program. This is a collaborative effort between the Child Advocacy Center of Frederick County, Frederick County Public Schools, Frederick County DFRS, and Frederick County Law Enforcement Agencies. This program allows Frederick County first responders to alert schools and other child-serving agencies when a child has been a witness to a potentially traumatic incident so the child can quickly receive the support they may need.

## Smoke Alarm Program

The Frederick County Division of Fire and Rescue Services, along with the Frederick County Volunteer Fire Departments and Frederick County Career Firefighters and Paramedics Union IAFF Local 3666 continue to install 10-year lithium battery-powered smoke alarms. The Smoke Alarms are provided by our wonderful and longtime partners, The American Red Cross.

Due to the pandemic, our regularly scheduled in-home installations were suspended for a large portion of 2020. Fire/Rescue personnel continue to install or address issues including batteries as needed while operating on incidents. We installed 77 smoke alarms in 2020 and handled 42 formal inquires of various nature regarding smoke alarms.

We would like to thank the following partners who contributed personal, equipment, media support, and smoke alarms:

- The American Red Cross Greater Chesapeake Region- Western Maryland Chapter
- Maryland State Fireman's Association Fire Prevention Committee
- Frederick County Public Schools – for getting our message out to students
- Frederick County Career Firefighters and Paramedics Union IAFF Local 3666 – financial support
- Frederick County Volunteer Fire & Rescue Association Fire Prevention –Life Safety Committee

Additional information about our program or to schedule an installation you can email [SmokeAlarms@FrederickCountyMD.gov](mailto:SmokeAlarms@FrederickCountyMD.gov) or call 301-600-7275.



# EMERGENCY SERVICES

## Public Safety Education

Frederick County Fire/Rescue normally spends a tremendous amount of time interacting with the youth of our community regarding fire safety by attending schools, daycares, churches, and various other community events. We were not about to give up, so we turned to the virtual world in 2020 to continue educating our youth by providing a variety of fire safety education videos to the aforementioned groups.

We continued this concept to the remainder of our communities creating numerous other safety-related videos. Some of the topics covered in the virtual environment in 2020 were:

- Heat Stroke Awareness
- General Fire Safety
- Kitchen Fires
- Smoke Alarms
- Carbon Monoxide Alarms
- Turkey Deep Fryer Safety
- Christmas Tree Safety
- Red Folder Awareness

Please follow us on our various social media platforms (Facebook, Twitter) to view these videos. More to come in 2021. Specific questions regarding Community Outreach can be directed to Battalion Chief Charles Scott via email at [CScott@FrederickCountyMD.gov](mailto:CScott@FrederickCountyMD.gov)





# EMERGENCY SERVICES

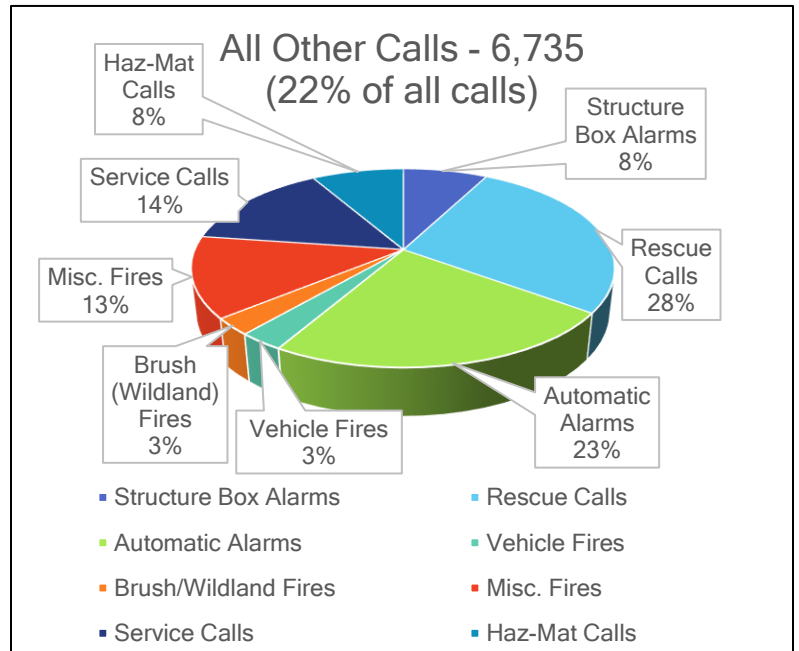
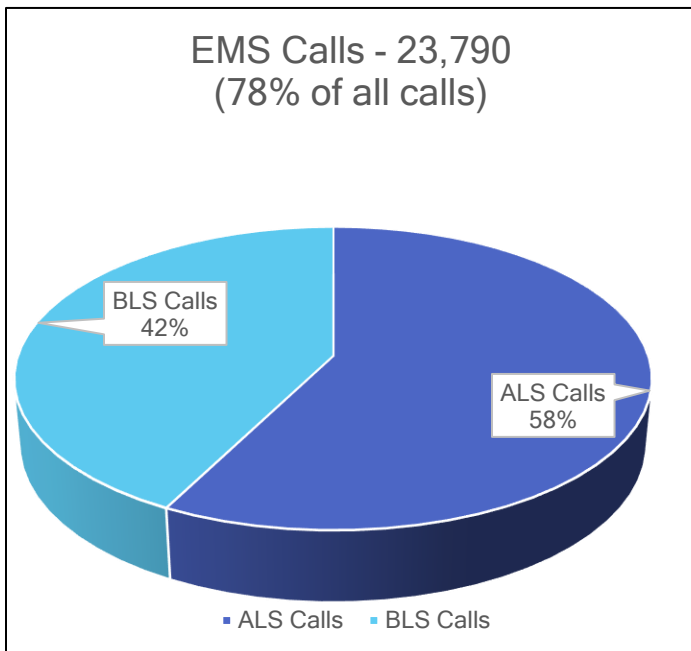
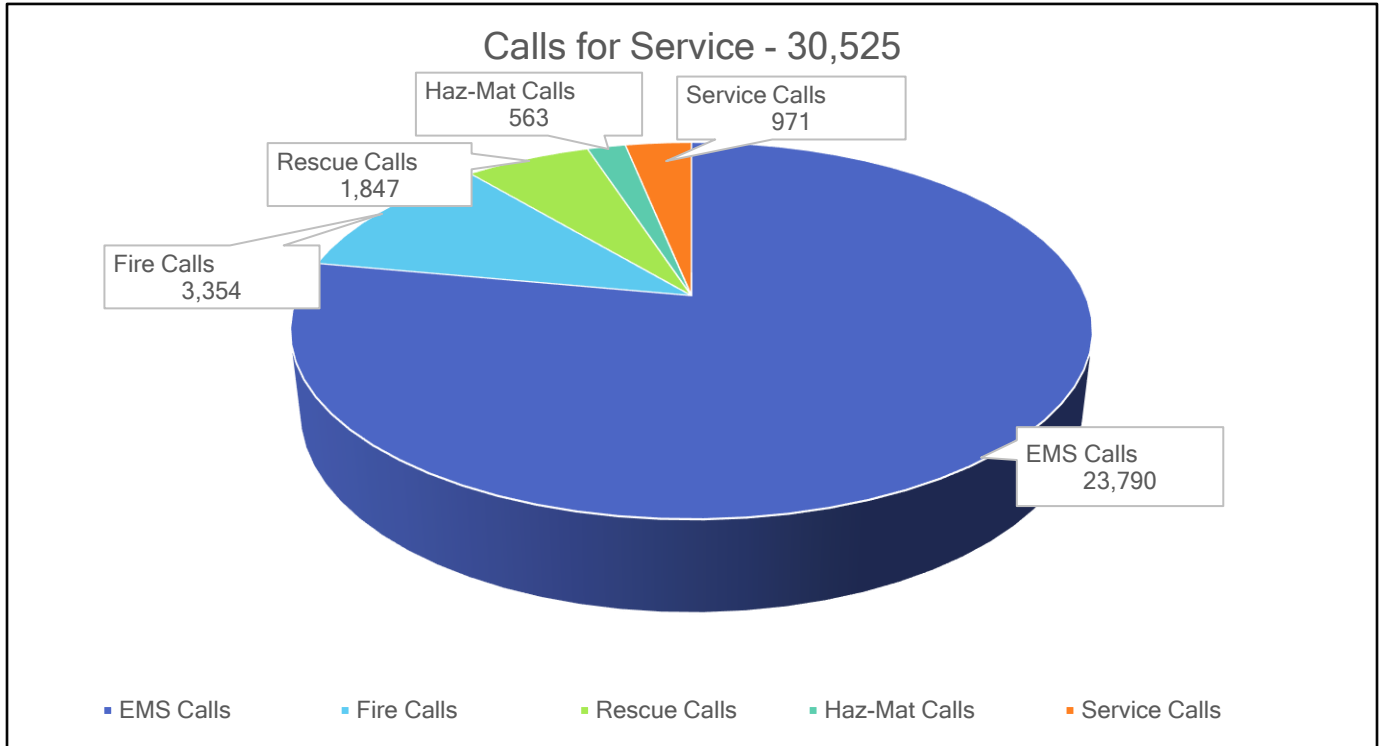
## FY 2021 FISCAL PLAN

<u>Description</u>	<u>Actual FY18</u>	<u>Actual FY19</u>	<u>Actual FY20</u>	<u>Approved Budget FY21</u>
Number of Personnel	351	371.5	474	488
<b>Expenditures:</b>				
Salary & Wages	\$ 23,609,201	\$ 25,480,801	\$ 29,368,944	\$ 34,175,763
Overtime	\$ 3,742,858	\$ 4,731,710	\$ 5,141,094	\$ 2,821,433
Health Insurance	\$ 4,543,510	\$ 5,008,393	\$ 5,541,888	\$ 6,123,564
OPEB	\$ 1,689,012	\$ 1,974,894	\$ 2,207,904	\$ 1,155,600
Dental Insurance	\$ 15,778	\$ 17,704	\$ 19,786	\$ 20,700
Social Security/Medicare	\$ 1,987,517	\$ 2,202,680	\$ 2,516,031	\$ 2,530,024
Retirement	\$ 4,493,277	\$ 4,860,272	\$ 4,537,597	\$ 5,721,885
Retirement - City of Frederick	\$ 40,735	\$ 31,663	\$ -	\$ -
Unemployment Cont.	\$ 19,596	\$ 21,713	\$ 24,178	\$ 11,700
Workman's Comp.	\$ 2,392,557	\$ 1,788,618	\$ 2,896,567	\$ 3,993,709
Life Insurance	\$ 69,856	\$ 76,410	\$ 88,070	\$ 104,555
<b>Total Salary &amp; Fringes</b>	<b>\$ 42,603,897</b>	<b>\$ 46,194,858</b>	<b>\$ 52,342,059</b>	<b>\$ 56,658,933</b>
<b>Operating Costs:</b>				
Medical (Physicals)	\$ 294,690	\$ 342,493	\$ 393,687	\$ 468,488
Qualification Testing	\$ 7,982	\$ 21,208	\$ 12,046	\$ 10,500
Employee Drug Testing	\$ 15,250	\$ 21,925	\$ 33,889	\$ 12,000
Computer Serv/Maint/License	\$ 24,373	\$ 46,173	\$ 41,676	\$ 37,015
Equipment Maint Contracts	\$ 61,304	\$ 66,086	\$ 62,136	\$ 117,925
Radio Maint	\$ 4,444	\$ 1,052	\$ 2,863	\$ 1,200
Fleet Charges	\$ 246,357	\$ 275,769	\$ 316,919	\$ 321,594
Telephone Base/Activity	\$ 7,832	\$ 6,695	\$ 8,315	\$ 4,610
Wireless Communications	\$ 19,785	\$ 21,696	\$ 18,576	\$ 44,120
Travel/Training	\$ 81,687	\$ 80,993	\$ 113,762	\$ 204,042
Staff Mileage	\$ 1,011	\$ 2,251	\$ 5,156	\$ -
Training Materials	\$ -	\$ 119	\$ 10,624	\$ -
Contracted Services	\$ 125,093	\$ 71,285	\$ 126,743	\$ 79,901
Dues/Subscriptions	\$ 4,601	\$ 141	\$ 1,327	\$ 700
Equipment Rental	\$ -	\$ -	\$ -	\$ -
Uniforms/Safety Shoes	\$ 415,389	\$ 1,574,746	\$ 1,951,111	\$ 700,070
Personal Protective Equipment	\$ -	\$ -	\$ -	\$ 498,900
Nonexpendable Supplies	\$ 570	\$ 3,225	\$ 6,676	\$ 12,500
Medical/Surgical Supplies	\$ 182,520	\$ 191,854	\$ 209,902	\$ 205,200
Misc. Supplies	\$ 9,176	\$ 5,942	\$ 8,155	\$ 7,700
Computer S/W and H/W	\$ -	\$ -	\$ 57,180	\$ -
Non Capital Equipment	\$ 38,564	\$ 53,559	\$ 33,964	\$ 59,214
Fleet Fuel	\$ 89,478	\$ 94,006	\$ 87,483	\$ 80,280
Office Supplies	\$ 2,151	\$ 326	\$ 843	\$ 1,000
Capital Furniture/Equipment	\$ -	\$ -	\$ 86,135	\$ -
Fire/Rescue Apparatus	\$ 349,180	\$ -	\$ -	\$ 46,583
Transfer to Fleet	\$ -	\$ -	\$ 178,404	\$ -
Salary Reimbursement	\$ -	\$ (23,308)*	\$ (13,372)	\$ (10,000)
Fringe Reimbursement	\$ -	\$ 10,666)*	\$ (4,934)	\$ -
Miscellaneous Recovery	\$ -	\$ (7,400)*	\$ (700)	\$ (46,583)
<b>Total Operating Expenses</b>	<b>\$ 1,981,439</b>	<b>\$ 2,840,168</b>	<b>\$ 3,748,566</b>	<b>\$ 2,856,959</b>
<b>Total Budget</b>	<b>\$ 44,585,336</b>	<b>\$ 49,035,026</b>	<b>\$ 56,090,625</b>	<b>\$ 59,515,892</b>

\*changed from original version of 2019

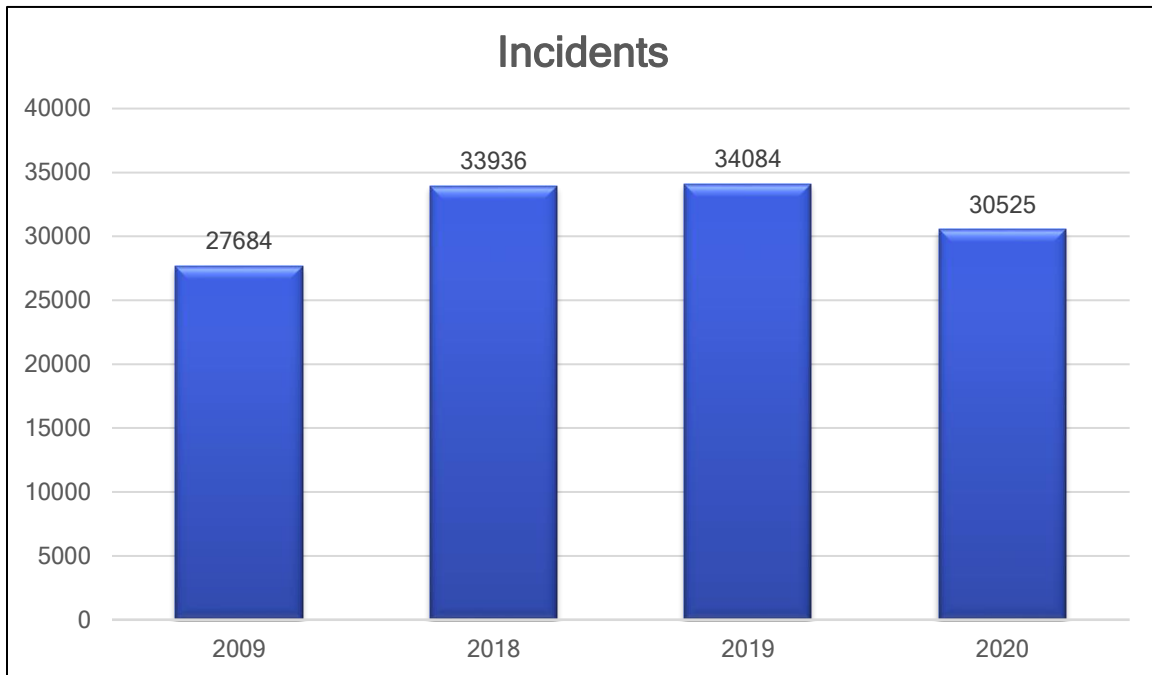
# EMERGENCY SERVICES

## Total Calls for Service – Calendar Year



# EMERGENCY SERVICES

## Incidents



# EMERGENCY SERVICES

## 2020 Unit Activity

### EMS Units

<i>Numbers account for incidents that units stasured enroute or arrived to</i>					
<b>Ambulance Companies</b>			<b>Advanced Life Support Units</b>		
1 - Independent	4,608		Medic 2	3,797	
3 - United	4,579		Medic 1	2,794	
2 - Juniors	3,323		Medic 31	2,189	
31 - Westview	2,415		EMS 902	1,880	
5/19 - Brunswick	1,267		EMS 901	1,768	
24 - Walkersville	1,150		Medic 20	1,198	
30 - Thurmont	1,121		Medic 23	1,169	
15 - New Market	1,011		Medic 30	1,080	
23 - Urbana	915		Medic 17	956	
6 - Vigilant	903		Medic 8	593	
25 - Green Valley	808		MCH 901	197	
33 - Spring Ridge	805		Medic 100	46	
8 - Myersville	663		Medic 40	19	
12 - Braddock Heights	605				
16 - Woodsboro	584				
7 - Middletown	550				
20 - Jefferson	512				
14 - Carroll Manor	483				
22 - Lewistown	466				
17 - Libertytown	462				
28 - Point of Rocks	178				

# EMERGENCY SERVICES

## 2020 Unit Activity (continued)

### Fire Units

<i>Numbers account for incidents that units stasured enroute or arrived to</i>					
<b>Engine Companies*</b>			<b>Truck Companies</b>		
1 - Independent	1,808		4 - Citizens	979	
3 - United	1,634		23 - Urbana	291	
31 - Westview	1,528		11 - Walkersville	168	
2 - Juniors	1,351		6 - Vigilant	115	
15 - New Market	639		14 - Carroll Manor	104	
23 - Urbana	539		1 - Independent	102	
33 - Spring Ridge	506		7 - Middletown	89	
5 - Brunswick	487		5 - Brunswick	64	
12 - Braddock Heights	447				
8 - Myersville	424				
25 - Green Valley	412				
7 - Middletown	375				
11 - Walkersville	316				
20 - Jefferson	282				
17 - Libertytown	239				
16 - Woodsboro	237				
10 - Guardian	211				
6 - Vigilant	196				
14 - Carroll Manor	139				
22 - Lewistown	124				
13 - Rocky Ridge	115				
28 - Point of Rocks	95				
9 - New Midway	54				
21 - Wolfsville	41				
18 - Graceham	35				
* = Includes all E, RE and ET assigned					

# EMERGENCY SERVICES

## 2020 Unit Activity (continued)

### Fire Units (continued)

<i>Numbers account for incidents that units stasured enroute or arrived to</i>					
Rescue Companies		Tankers		Brush Units	
3 - United	643	11 - Walkersville*	89	17 - Libertytown	98
15 - New Market	295	22 - Lewistown **	81	11 - Walkersville	93
7 - Middletown *	195	6 – Vigilant *	79	15 - New Market	72
8 - Myersville *	170	17 - Libertytown	60	10 - Guardian	70
10 - Guardian	166	23 - Urbana	51	6 - Vigilant	64
14 - Carroll Manor	157	33 – Spring Ridge	50	22 - Lewistown	56
20 - Jefferson	132	7 - Middletown	48	7 - Middletown	47
5 - Brunswick *	119	1 - Independent	42	1 - Independent	32
2 - Juniors	110	21 - Wolfsville	37	21 - Wolfsville	32
6 - Vigilant	98	20 – Jefferson *	36	13 - Rocky Ridge	24
24 - Walkersville	86	18 – Graceham *	35	20 - Jefferson	24
17 - Libertytown *	84	13 – Rocky Ridge *	35	28 - Point of Rocks	24
19 - Brunswick	28	9 – New Midway	33	5 - Brunswick	23
		5 – Brunswick	32	18 - Graceham	19
* = Rescue Engines		10 - Guardian *	5	23 - Urbana	19
				3 - United	16
		* = Engine Tankers		8 - Myersville	15
		** = Includes T and ET		14 – Carroll Manor	14
				9 - New Midway	13
				25 - Green Valley	9
				12 - Braddock Heights	7



# EMERGENCY SERVICES

## Emergency Medical Services Office

The Emergency Medical Services (EMS) Section of Emergency Services is designated as the EMS operational program for Frederick County by the Maryland Institute of Emergency Medical Services Systems (MIEMSS) and the Maryland EMS Board (EMS Board). This designation establishes the authority for EMS operations and quality improvement programs within Emergency Services for Frederick County.

As an EMS operational program, the EMS Section is responsible for the administration, supervision, and medical direction of all pre-hospital EMS providers and EMS operational units in the county. The local program Medical Director is an integral part of the operation of emergency medical services, and serves as an advisor on all matters related to the provision of emergency pre-hospital care, and provider remediation and advanced practice skills.

During 2020, 23,790 Emergency Medical Services calls for service were dispatched in Frederick County, and 10,551 patients were transported to the hospital. The average times for these calls from time of dispatch were:

- 5 minutes to the arrival of an EMS unit
- 29 minutes until arrival of the patient at the hospital
- 28 minutes until the EMS unit is back in service

Emergency Medical Services (EMS) operations are supervised on a daily basis by a Battalion Chief, with guidance from the ALS Management Committee. The ALS Management Committee meets once a month to review ALS operations, and to discuss operational issues or concerns and make recommendations for system improvement. This committee is chaired by the Battalion Chief and has representation from several different stakeholder groups.

Two EMS supervisors are assigned to each rotating shift and are responsible for the ALS function of paramedics working on their shift. In addition to handling inquiries from patients, relatives, nursing homes, hospital staff, or physicians related to patient care or EMS operations, they serve as the 24-hour contact for field personnel when ALS operational questions or unique situations occur. They provide guidance and assistance to all field providers whenever necessary. The EMS supervisors also serve as EMS coordinators to the incident commander on large-scale accidents or events, and handle the rehabilitation area for complex incidents involving multiple companies or during adverse weather conditions. All of the supervisors are Paramedic-level providers and are capable of assisting at that level on EMS incidents. They are frequently called upon to respond as an additional medic unit in support of EMS operations when call demand is high.

Frederick County has a Medical Review Committee (MRC), which is organized through MIEMSS and is a requirement under Maryland Title 30 for all EMS operational programs. The purpose of the MRC is to provide independent review of EMS incidents that may require corrective action or input from the Medical Director. The MRC is also required to have a continuous quality improvement program, which is an essential part of all EMS programs. All incidents involving patients with immediately life-threatening illnesses or traumas are reviewed for compliance with medical protocols and established standards of care. A random selection of approximately 60% of all other less serious patient contacts were also reviewed in the same manner to insure quality patient care and adherence to medical standards of practice.

# EMERGENCY SERVICES

## Emergency Medical Services Office (continued)

All medic units are equipped to comply with the MIEMSS standards for the “Seal of Excellence.” This approval means that the staff has the equipment, medications and supplies to perform all skills and interventions permitted in the Maryland Medical Protocols for pre-hospital providers, and that the staff conforms to their standards.

Frederick County EMS units work in conjunction with the Maryland State Police Aviation program and other medevac helicopter providers. Helicopter requests are coordinated through the Emergency Medical Resource Center (EMRC) located at MIEMSS in Baltimore. EMRC dispatches helicopters based on geographical information, patient-injury type, and the status of the helicopter fleet. Critically injured patients are airlifted directly from the scene of an injury to specialized trauma and specialty care centers around the state.



# EMERGENCY SERVICES

## Special Operations 2020

### ➤ Budget Account Strings

Description	FY21 Amended Budget
Advanced Technical Rescue Team	\$17,653
Dive Team	\$12,831
Hazmat Team	\$30,429
Wildland Team	\$2,396
<b>Total</b>	<b>\$63,309</b>

### ➤ Call Statistics by Specialty Team – Annual

Specialty	Number of Incidents
Advanced Technical Rescue	43
Dive	5
Hazmat	62
Water	55
Wildland	0
<b>Total</b>	<b>165</b>

### ➤ Advanced Technical Rescue, Calls by Discipline

Call Type	Number of Calls
Rope	43
Water	55
Mud, Marsh	2
Confined Space	0
Trench	0
Structural Collapse	0
<b>Total</b>	<b>100</b>

# EMERGENCY SERVICES

## Special Operations 2020 (continued)

### ➤ Water Rescue, Calls by Unit

Unit	Number of Calls
Boat 2	8
Boat 14	11
Boat 15	30
Boat 16	0
Boat 19	35
Boat 27 *	1
Air Boat 28	15
Dive Unit	30
<b>Total</b>	<b>130</b>

\*Boat 27 is primarily used for DFRS training, but is also placed in-service for operational response during known weather events.

### ➤ DFRS Annual Team Training Hours by Discipline

Discipline	Training Hours
Boat Operations	216
Confined Space Rescue	432
Ice Rescue	340
Hazmat	1008 (includes 180 hours distance learning)
Rope Rescue	1192
Trench Rescue	0
Water Rescue	155
<b>Total</b>	<b>3,343</b>

\*This does not include station drills or instructor development / continuing education

\*\*Training was suspended due to COVID restrictions from March through September

# EMERGENCY SERVICES

## Training Office

The Frederick County Public Safety Training Facility (FCPSTF) is a multiagency ninety-seven acre training complex, managed by the Division of Fire and Rescue Services. The specially designed props and buildings are capable of supporting fire, rescue, Emergency Medical Services and law enforcement training requirements. These training props include a Class A Live Fire burn building and a five story training tower. The training tower offers the ability to perform various training skills on all levels of the building such as multi-level operations, confined space rescue and high angle rescue. Throughout the year, several props were repaired and various upgrades to existing props were completed to expand our training capabilities. In addition to Frederick County agencies, the training center staff and facility continues to support local, regional and out of state fire departments as well as National Institute of Standards and Technologies (NIST), the Maryland National Guard, the United States Marine Corp Security Company and the University of Maryland, Maryland Fire and Rescue Institute.

The main building of the Frederick County Public Safety Facility offers five classrooms, and one breakout room on the first floor. The EOC, Fire Marshal's Office and a conference room are also located on the first floor. DFRS has also collaborated with the Maryland Fire and Rescue Institute and now has the ability to offer National Registry EMT Pearson VUE testing for certification. The second floor has a sixty-person cafeteria/break area with refrigerators, microwaves and vending machines. DFRS Headquarters and Training Staff are located on the second floor. The third floor is occupied by Emergency Management and consists of Emergency Management and Emergency Communication offices along with the primary Emergency Communications Dispatch Center.

The Annex Building received a significant HVAC, ceiling, lighting and floor renovation in 2020. This building houses two classrooms, a fitness room, office space, locker and shower facilities, a commercial washer and dryer for cleaning personal protective equipment (PPE) as well as the apparatus bay where the PSTF Engines, Ambulance and an ALS unit are kept.



Public Safety Training Facility, 5370 Public Safety Place, Frederick, MD 21704

# EMERGENCY SERVICES

## Training Office (continued)

There are several exterior training props on the grounds that provide support to many different fire, rescue and law enforcement training activities. A structural burn building is available to conduct live fire training evolutions utilizing “Class A” materials to include wood pallets and pine straw. In addition, there is a full roof assembly on the top of the burn building that allows for simulated ventilation operations and smoke removal.

The “Lt. James Main Forcible Entry Prop” is an innovative and beneficial training aid that enhances student knowledge and skills in multiple forcible entry techniques required to gain entry through a variety of door and window locks.

A five-story tower building serves multiple roles to several agencies. The tower is used to simulate various operations in multi-level occupancies. It is also utilized to teach rappelling and high angle rope rescue operations. The structure features an office-like configuration on the second floor and an apartment-like setting on the third floor for simulated fire/rescue and law enforcement training. The fourth floor has a confined space training prop and the fifth floor has two “burned rooms” for Arson Detection and Fire investigation classes.





# EMERGENCY SERVICES

## Training Office (continued)

Firefighting water is provided from a two-acre pond. All water used on site for firefighting activities is supplied from this ecologically friendly pond. Fire hydrants used for training activities are supplied from the pond, and all water used for training purposes is re-circulated on the property. The pond serves as a renewable resource and is a thriving ecological part of the storm-water-management system on the site. All training fire hydrants are undergoing a replacement project in February of 2021 as many are showing significant signs of wear.

The maze building is used to train firefighters to find their way about in total darkness, around and through obstructions. The primary purpose of this facility is to strengthen the firefighter's ability to use breathing apparatus and to build confidence when working in dark and unfamiliar surroundings. Multiple configurations with varying levels of difficulty can be obtained by opening or securing different doors. There are two hydraulic floor collapse props incorporated into the maze that allow for realistic, safe "lean to" and "pancake" style collapses. The maze is equipped with monitoring areas for the instructors to oversee student progress and emergency egress points in the event of an emergency.

A roof prop was built by DFRS personnel that affords personnel realistic vertical ventilation training in a low risk environment. This prop has three different style roof pitches and personnel can use hand tools as well as powered saws when training.



Throughout 2020, the DFRS Training Section was responsible for training three recruit classes with more than 73 recruits, a Paramedic Class with 7 students and began conducting In-Service training for all of our uniformed personnel which included department wide Live Fire Training evolutions. In-Service training was postponed indefinitely due to the COVID outbreak, but we look to resume in the future. The Work Performance Evaluation, an incumbent physical agility/capability test, was conducted in October and more than 450 uniformed personnel were tested. Training Staff assisted the Gear Up Program with delivery of entry level training for more than 200 volunteers. In addition to this, the Training Section provided Stop the Bleed and CPR instruction in support of Community Outreach Programs.

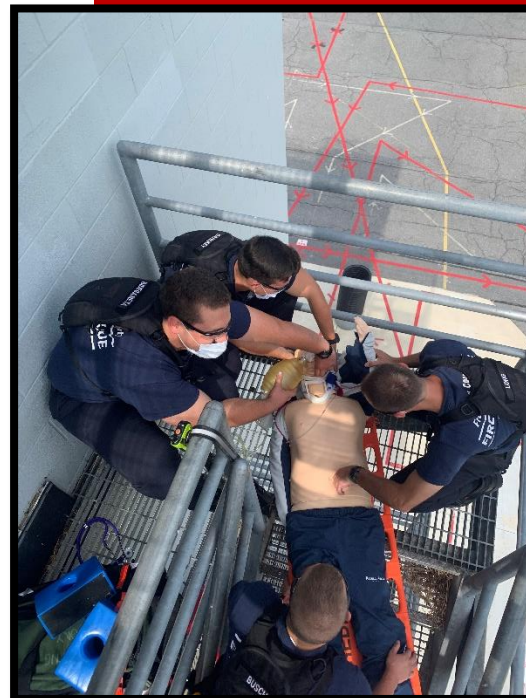
# EMERGENCY SERVICES

## Training Office (continued)

### Recruit Academy

In 2020, Frederick County graduated a combined total of 73 firefighter /EMT's. On January 27, 2020, Frederick County's 27<sup>th</sup> Recruit Class began its Academy followed by the 28<sup>th</sup> Recruit Class on March 16, 2020. The job application process required each candidate to pass a written test, successfully complete a physical agility test and undergo a complete physical and psychological evaluation, as well as a comprehensive background investigation.

The 28-week academy is structured to ensure each recruit is trained in the various facets of fire and rescue to include a structured and rigorous physical training program. The Academy consists of CPR, Firefighter I, Hazardous Materials Operations, Rescue Technician Site Operations and Vehicle, Machinery and Equipment, Firefighter Survival and Rescue, Arson Detection for the First Responder, National Registry Emergency Medical Technician, Emergency Vehicle Operator, Truck Company Fireground Operations, Firefighter II and Car Safety Seat Technician. Each recruit completes nearly 1000 hours of training prior to graduation from the academy.



# EMERGENCY SERVICES

## Training Office (continued)

### EMS Training Programs

EMS Training Programs once again attained two major accomplishments in 2020. Through the hard work and dedication of the EMS Training Staff, Frederick County was the only jurisdiction in the state to have a 100% pass rate for National Registry EMT Testing and is one of very few Fire Departments in the United States that has achieved and maintained institutional accreditation by CoAEMSP and CAAHEP for Frederick County's Paramedic Education Program.

Paramedic Class 6 graduated on November 5, 2020 with five students. Simultaneously through the last quarter of Paramedic Class 6, the EMS Training Staff began the intensive process of planning and selecting Paramedic Class 7 students. This course is an extremely difficult academic program for our employees to advance from an Emergency Medical Technician to the level of Paramedic. This training process is approximately 1500 hours of classroom and clinical hours where students learn anatomy, pharmacology, cardiology, advanced emergency medical procedures, and invasive life saving techniques.

Emergency medical care is an evidence based practice which is constantly evolving, requiring recertification and training on new techniques and medical advancements to meet required National Standards. Frederick County instituted an internally created recertification training for basic life support providers, ensuring the required skills and enhancements are delivered for our personnel. The training program met national criteria and was modified to meet the training needs identified through quality assurance evaluations.





# EMERGENCY SERVICES

## Training Office (continued)

### In-Service Training Programs

DFRS' In-Service Training Programs have expanded tremendously since their inception. At the beginning of the year, our second round of live fire training for incumbent employees began, however was cut short by the COVID pandemic. At that point, the primary focus was protecting and ensuring the successful completion of the 3 Academy Recruit Classes in session. As COVID restrictions began to relax, In-Service Training resumed under a different delivery method that adhered to State guidelines. This delivery took the shape of in-station visits by Academy staff with forcible entry props, thus keeping class size to a minimum. In-Service training also expanded to include our mutual aid partners at Fort Detrick and NSF Thurmont (Camp David). The Division also achieved 100% successful completion of the Annual Compliance Training. In addition to these accomplishments, multiple certification courses in various emergency services disciplines were sponsored and delivered to the workforce with additional focus on pump operators, and special operations.

The Training Staff continues to support our volunteer corporations delivering CPR Certification courses and live fire training evolutions at the PSTF as well as live fire training in acquired structures within the county.

In Service Training programs continues to support rapidly increasing Community Outreach demands by providing training in Basic First Aid, Hands only CPR and Stop the Bleed to the residents and businesses in Frederick County. *\*Note many of these programs have been placed on hold due to COVID.*

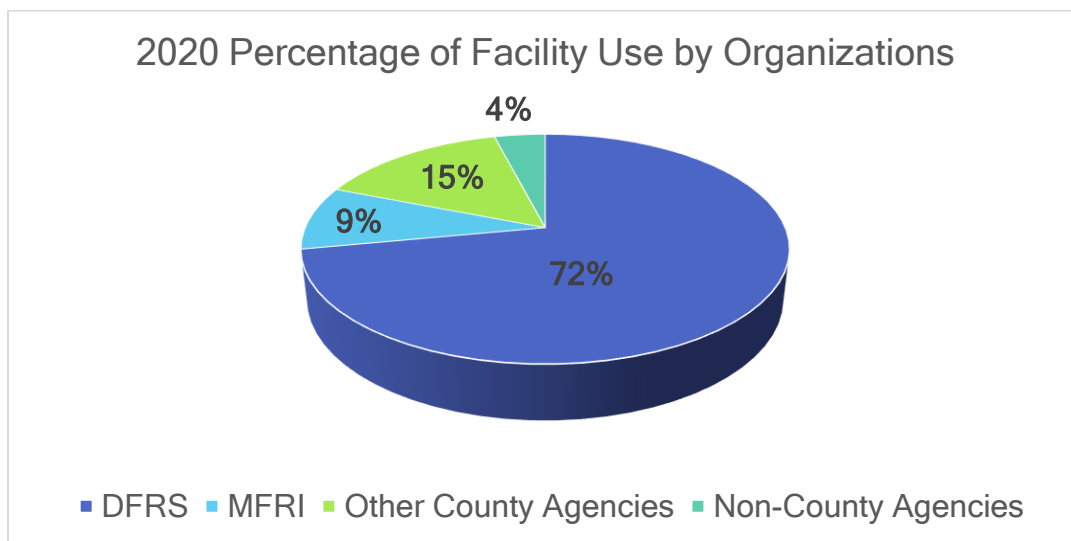


# EMERGENCY SERVICES

## Training Office (continued)

This chart reflects the percentages of time the training center was utilized by various agencies in the community and surrounding areas.

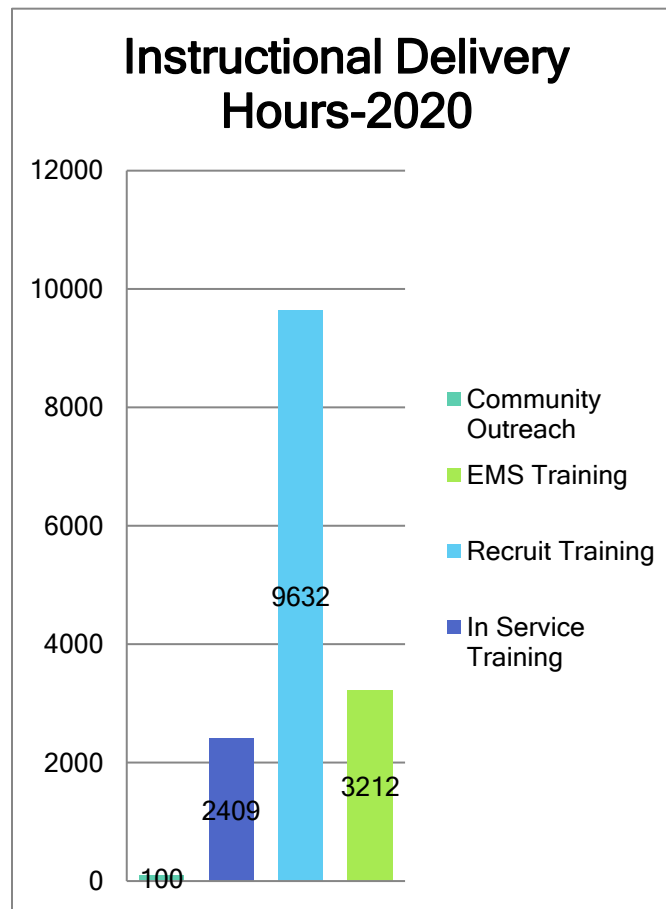
\*Note, that due to the COVID Pandemic, the numbers will not accurately reflect compared to previous years. Restrictions imposed during the peak of the pandemic as well as the secondary surge prevented the magnitude of training that historically occurs within a calendar year. This significantly affected In-Service Training, Community Outreach and MFRI training opportunities to conform to state and national guidelines. The increase in usage by “Other County Agencies” can be attributed to functions that supported the COVID Pandemic, such as planning meetings through Emergency Management, Law Enforcement and Virtual Delivery Usage.



# EMERGENCY SERVICES

## Training Office (continued)

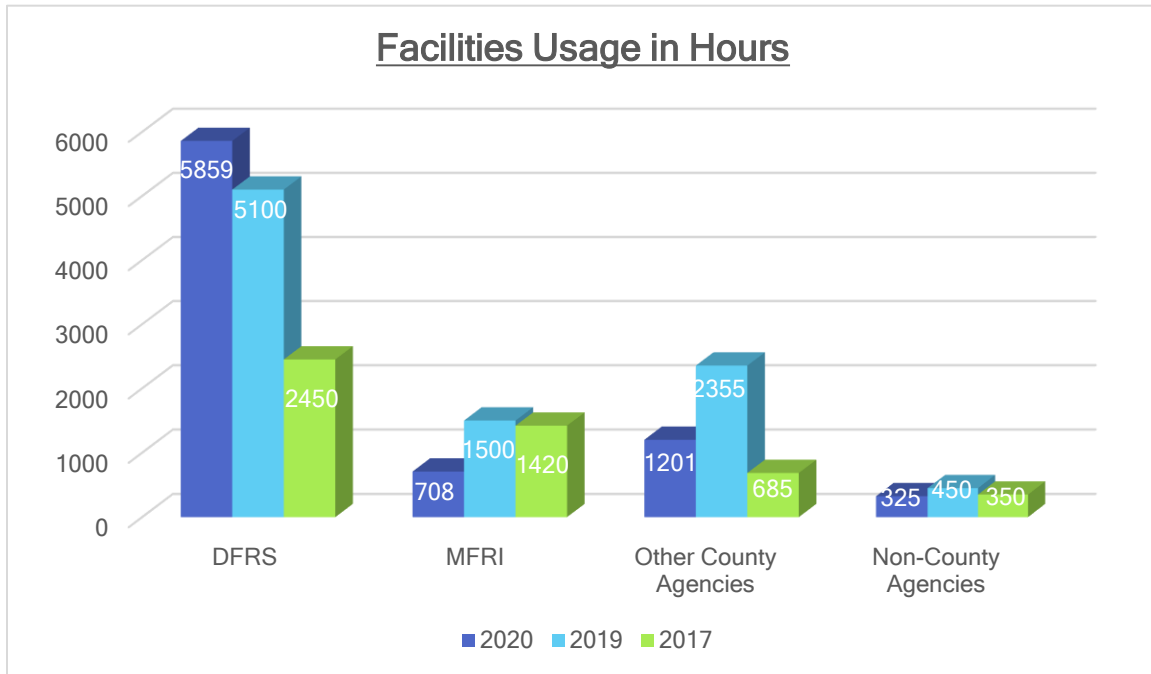
Instructional Delivery Hours is an estimate of the total instructional hours provided to teach and support the various courses and training events that were provided to DFRS employees and the community.



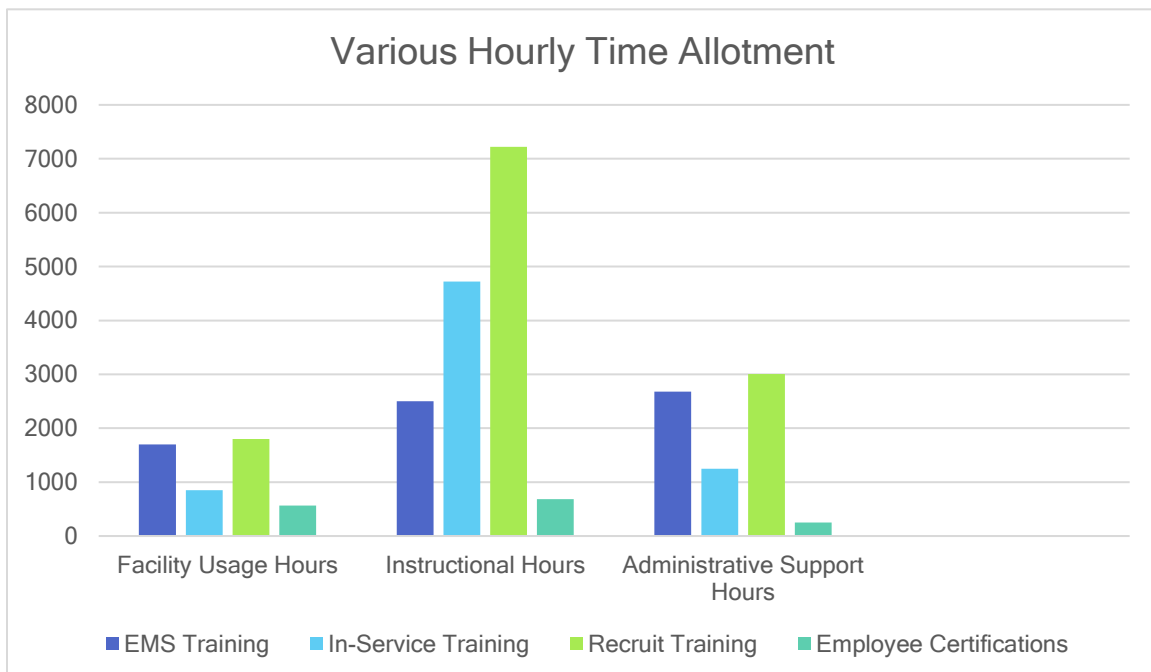
# EMERGENCY SERVICES

## Training Office (continued)

As reflected in this chart, the demands placed on the PSTF Facility by various agencies have increased greatly in just a 4 year time frame. *\*Note-Reduced numbers in 2020 due to COVID*



This chart reflects time allotted for DFRS employee training. It does not take into account the multitude of hours that are spent supporting all other agencies that utilize our classroom space and the training grounds.

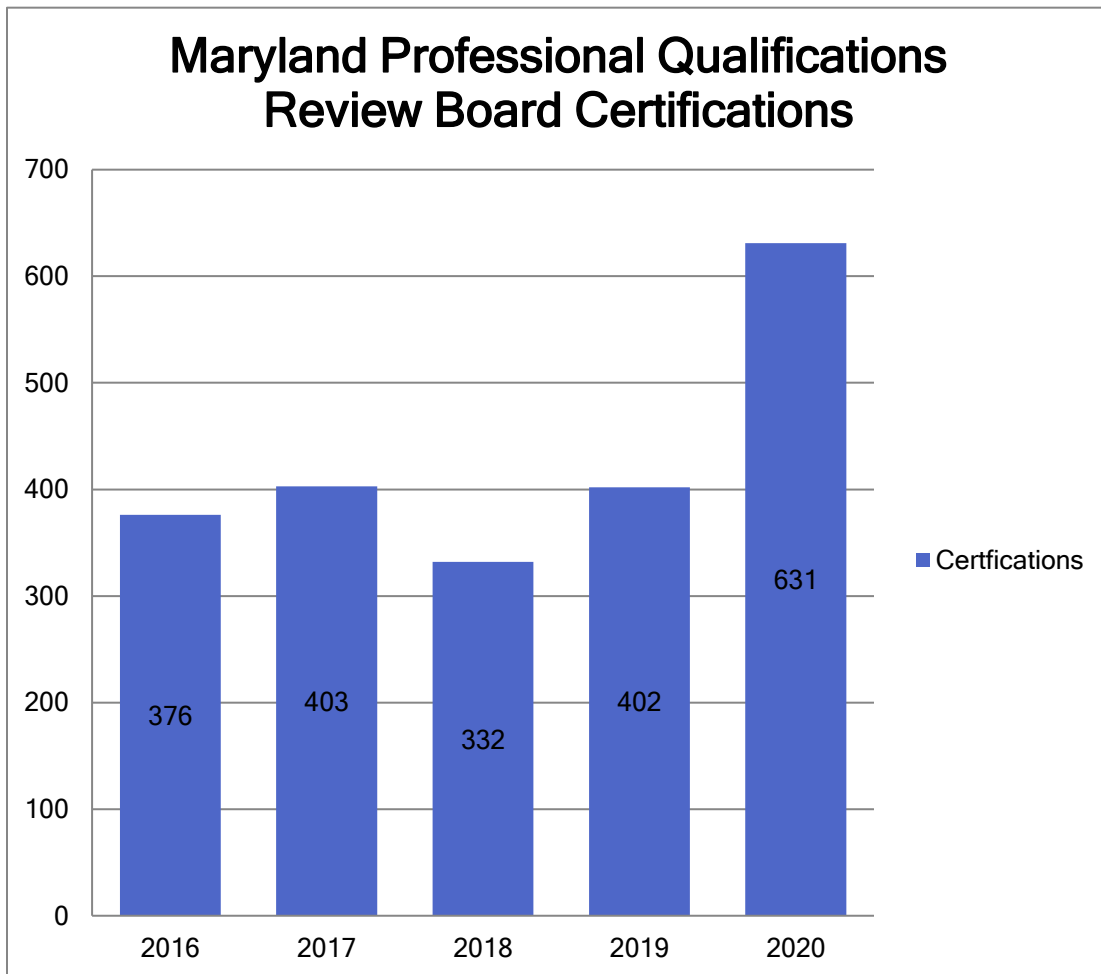




# EMERGENCY SERVICES

## Training Office (continued)

This chart shows the number of non-EMS nationally recognized certifications that have been provided by the Training Staff.



# EMERGENCY SERVICES

## FY 2021 Fiscal Plan Training Office

<u>Description</u>	<u>Actual FY18</u>	<u>Actual FY19</u>	<u>Actual FY20</u>	<u>Approved Budget FY21</u>
Number of Personnel	7	7	7	6
<b><u>Expenditures:</u></b>				
Salary & Wages	\$ 503,501	\$ 577,310	\$ 597,306	\$ 548,331
Overtime	\$ 61,836	\$ 65,746	\$ 98,367	\$ 42,816
Health Insurance	\$ 65,534	\$ 106,764	\$ 107,283	\$ 92,843
OPEB	\$ 33,684	\$ 37,212	\$ 35,448	\$ 15,408
Dental Insurance	\$ 263	\$ 384	\$ 397	\$ 360
Social Security/Medicare	\$ 40,435	\$ 46,653	\$ 49,731	\$ 45,222
Retirement	\$ 93,727	\$ 113,349	\$ 97,341	\$ 96,885
Unemployment Cont.	\$ 288	\$ 341	\$ 348	\$ 156
Workman's Comp.	\$ 43,153	\$ 32,154	\$ 46,341	\$ 62,639
Life Insurance	\$ 1,463	\$ 1,803	\$ 1,916	\$ 1,816
<b>Total Salary &amp; Fringes</b>	<b>\$ 843,884</b>	<b>\$ 981,715</b>	<b>\$ 1,034,478</b>	<b>\$ 906,476</b>
<b><u>Operating Costs:</u></b>				
Medical (Physicals)	\$ -	\$ -	\$ -	\$ 1,800
F&R Propane	\$ -	\$ (1,104)	\$ -	\$ 4,500
Equipment Maint./Repairs	\$ 16,544	\$ 26,503	\$ 26,065	\$ 21,560
Radio Maint	\$ -	\$ 480	\$ 780	\$ 2,000
Fleet Charges	\$ 2,465	\$ -	\$ 258	\$ -
Telephone Base/Activity	\$ 6,264	\$ 6,175	\$ 6,539	\$ 9,006
Wireless Communications	\$ 4,016	\$ 4,407	\$ 3,514	\$ 5,150
Travel/Training	\$ 18,803	\$ 20,880	\$ 6,072	\$ 20,000
Training Materials	\$ 32,397	\$ 25,961	\$ 124,067	\$ 90,412
Contracted Services	\$ -	\$ -	\$ 162,500	\$ 187,500
Small Tools	\$ 1,842	\$ 608	\$ 1,277	\$ 908
Uniforms/Safety Shoes	\$ 3,639	\$ 2,809	\$ 7,750	\$ 2,798
Fleet Fuel	\$ 938	\$ -	\$ -	\$ -
<b>Total Operating Expenses</b>	<b>\$ 86,908</b>	<b>\$ 86,719</b>	<b>\$ 338,822</b>	<b>\$ 345,634</b>
<b>Total Budget</b>	<b>\$ 930,793</b>	<b>\$ 1,068,434</b>	<b>\$ 1,373,300</b>	<b>\$ 1,252,110</b>

# EMERGENCY SERVICES

## Safety Office

The Captain and three Lieutenants assigned to the Safety Office within the Emergency Services Section function as part of the command staff within the Incident Management System (IMS) during emergency responses of all types throughout the county. Responsibilities for the Safety Officer on the scene of an incident include monitoring emergency operations, evaluating changing conditions and hazards such as air quality, structural integrity, unsafe work practices, crew integrity, regulatory compliance during technical incidents and providing guidance on weather conditions and work/rest cycles. The safety office responded to 526 incidents in 2020

In addition to their incident based duties, the members of the safety office are responsible for the following day-to-day tasks within the Division:

- Acting as the Divisions risk management team, to ensure that the county's risk management plan is implemented and complied with. An example of this would be performing routine inspections of fire rescue stations with our insurance carrier to maintain a safe and healthy work environment for the Divisions career staff and volunteers.
- Oversees all health and wellness initiatives and programs within the Division. This includes annual physicals, Fit Testing, cancer prevention, injury prevention and the O2X performance program, which provides onsite health and wellness resources to all personnel.
- Investigating vehicle collisions and incidents involving fire rescue apparatus. Performing remedial training and education to improve performance and instill safety awareness. The safety office investigated and filed reports for 111 vehicle incidents in 2020.
- Investigating employee and volunteer injuries, following up with county staff and the county's workers compensation carrier to ensure that any injured employee receives the necessary medical treatment and follow-up care. This includes coordinating care between the county's contracted medical providers, specialists, and giving testimony before the states workers compensation commission. The safety office investigated and filed reports for 201 injuries in 2020.
- Managing the Divisions personal protective equipment inspection program to maximize the safety and life expectancy of equipment issued to operational personnel.
- Serving as Certified Managers for the County's drug testing program, including random, post-accident and post injury tests.
- Representing the Division on various committees and groups such as the county's safety committee and the Metropolitan Washington Council of Governments Safety and Health committee.

# EMERGENCY SERVICES

## Safety Office (continued)

- Functioning as the Divisions infection control officer, which includes monitoring operations to ensure good work practices and investigating all incidents involving possible exposure to infectious agents in compliance with Federal and State laws. Performing follow-up recommendations to eliminate potential hazards through changes in work practices or engineering safe guards. In 2020 this was a large task due to COVID 19. The infection control officer recorded 507 COVID positive patients being treated by Frederick County EMS units. These patient interactions resulted in 1453 post incident notifications and interviews of the providers on the incident to ensure all SOPs were followed and no concerns of possible exposure existed. In addition all employee illnesses were reported to the infection control officer for review and guidance relating to COVID 19. In 2020 313 employees were placed in quarantine. While under quarantine, each employee's health was monitored and the infection control officer determined when the employee was able to return to duty.

### Annual Drivers Skill Refresher

In the fall of 2020, the Safety Office worked to create and deliver a new and improved annual driver's skill refresher course. The new course is designed recreate situations commonly found during routine and emergency response by the division's emergency vehicle operators. The course includes driving through narrow lanes with props to simulate street signs and other vehicle mirrors, which must be avoided, backing into a simulated firehouse, driving through simulated tight roadways with restricted turns and obstacles to avoid. The division's drivers are expected to safely and efficiently respond to emergency incidents. To measure this goal drivers were evaluated while maneuvering emergency vehicles through the course. Drivers lost points for striking objects on the course and for not completing the course within an acceptable time. Any driver not satisfactorily completing the course was given immediate retraining and a second attempt. Any driver not successfully completing a second attempt was suspended from driving and given a remediation plan with a reevaluation at a later date. During the month of November 421 driver's evaluations were conducted.



# EMERGENCY SERVICES

## Safety Office (continued)

### Health and Wellness

In 2020, the Division continued its partnership with O2X Human Performance to counteract the injuries and illnesses that are common across the fire service. This partnership provides the Division with a full time onsite specialist and a dedicated resource that works solely with personnel in the field to provide education and programs for things such as injury prevention and rehab, nutrition, strength and conditioning, performance and mental health. This year the Division completed the Work Performance Evaluation, which is intended to provide a measure of individual physical strength, stamina, and aerobic capacity relevant to firefighting. The test will determine the need to improve the personal fitness level and individual guidance on exercise routines to enhance the ability to meet the physical demands of firefighting activities. Along with the Work Performance Evaluation, a Readiness Assessment was completed by O2X. The Readiness Assessment was developed to provide organizations with a current, all-encompassing health of the force analysis. The overall score output from the Readiness Assessment is determined by a number of components including: self-reported injury history, overall health, mobility and capacity analysis, nutrition, and mental health benchmarks. The assessment captures meaningful information to assist in the development of programs to help reduce the risk of injury on the job. In 2020, each fire station was provided a compliment of fitness equipment in order to ensure consistent access to fitness resources at all work sites. Workout programs which feature the new equipment have been developed and are available to all employees through the O2X app. The ultimate goal is to use these two assessments along with continued guidance and support to improve the health and fitness level of the members of FCFR as a whole, and to keep each individual safe, healthy, and effective when performing their duties. By investing in the health and wellness of our people, we will help them finish their careers as strong as they started and they in turn will help the Division provide the best service possible to the public for which it serves.





# VOLUNTEER FIRE & RESCUE SERVICES

## Volunteer Fire & Rescue Services

The Division of Volunteer Fire and Rescue Services (DVFRS) works closely with The Frederick County Volunteer Fire and Rescue Association (FCVFRA), its 25 member companies, the Division of Fire and Rescue Services (DFRS) and County Government to provide support services to the many operational and administrative volunteer members. Frederick County's fire and rescue service is a combination system comprised of both career and volunteer personnel. The Division of Volunteer Fire and Rescue Services recognizes the need for both career and volunteer personnel in order to maintain the high level of quality service expected in Frederick County. The number of requests for service continues to rise, and without the dedication of both career and volunteer personnel, the level of service would diminish to an unacceptable level.

Fire, Rescue, Hazardous Materials, and Emergency Medical Services training is essential, and in addition to ongoing training that is held throughout the county at individual fire and rescue stations, countless hours are accumulated through classes conducted by the Maryland Fire and Rescue Institute. Many members give up their personal time and earned vacations to maintain and upgrade their skills. Doing so demonstrates true dedication to helping people without, which is what volunteering is all about.

Volunteer corporations continue to upgrade equipment, purchasing new ambulances, new engines, and new support units. Fundraising efforts remain as a significant part of the volunteer fire and rescue personnel's lives, and a major factor in supporting the operations of each of the individual corporations. There were minimal fundraising events this year due to the pandemic reducing the number of vehicles volunteers have purchased in past years.

The Division of Volunteer Fire and Rescue Services maintains a centralized membership database for County volunteers, which records the County's Length of Service Award Program (LOSAP). Since its implementation in 2016, added enhancements include a training module, electronic approval process and drop box feature to improve security of personal information.

There is and always will be a need for more volunteers. The recruitment and retention of volunteers in Frederick County, remains a top priority. The Division continues to recruit new volunteers on-site at various events, via an extensive advertising campaign, which includes television and radio commercials, advertisements, flyers, personal presentations, and a recruitment website, [www.GearUpFireRescue.com](http://www.GearUpFireRescue.com). The success of this campaign is a combined effort between our volunteer recruiter and our individual volunteer corporations, working together to welcome new volunteer members into our fire and rescue family. Additionally, the Division provides eleven new orientation classes throughout the year to welcome, educate and provide new volunteers with guidance on transitioning from civilian life to that of a volunteer in Frederick County's fire and rescue service.

Annually, fire and rescue companies receive County government funding to support their operational activities. In 2014, the FCVFRA moved from a line item budgeting system to a funding matrix with quarterly appropriations. The matrix system is calculated using as a base funding amount for type of service provided (fire/EMS or combination), operational square footage, apparatus ownership and call load.

# VOLUNTEER FIRE & RESCUE SERVICES

## Accomplishments

- Volunteer companies purchased one fire engine, two ambulances, one tanker, and three support vehicles in CY2020.
- Completed standards inspections, pump and ladder testing on all apparatus.
- Assisted in very limited number of special events due to COVID-19 this year. In years past volunteers have assisted in the Great Frederick Fair, National Fallen Firefighters Weekend, July 4th, Colorfest, and local community events just to name a few.
- Continued work on CIP building projects.
- Personal Protective Equipment Voucher Program for Volunteer Fire, Rescue and Ambulance Companies distributed 52 sets of Protective Clothing with 18 Companies participating in the program.
- 2020 Annual Accreditation of Volunteer Fire/Rescue Corporations were completed – assisted with mentorship/reevaluation.
- Insurance coverage improvements to management liability and employment practice policies.
- Volunteer records management enhancements.
- Annual Compliance Training conducted at various companies.



# VOLUNTEER FIRE & RESCUE SERVICES

## Volunteer Recruitment

The Division of Volunteer Fire and Rescue Services (DVFRS) and the Frederick County Volunteer Fire and Rescue Association (FCVFRA) continues to provide a centralized recruitment effort, which supports the twenty-five volunteer corporations. During the 2020 campaign, Frederick County companies gained over 159 new operational, social and administrative members. All volunteers serve an important role by assisting with incident response, managing operations, running intradepartmental affairs and fundraising efforts to help pay for expenses such as fire stations, apparatus and basic needs. All of which are necessary to provide a high quality fire, rescue and emergency medical service to the citizens and visitors of Frederick County and our mutual aid neighbors.

Frederick County fire and rescue companies have varying levels of active membership. Some continue to operate with an all-volunteer membership while others have taken on a combination service model with career personnel assigned to help sustain a consistent operational response. There are many suspected reasons for this transition. Many households require multiple incomes to maintain financial livelihood. Increases in training hours, time committed on incidents, numbers of responses and outside elements such as family commitments have played a major role in volunteer fire department sustainability threatening our historically volunteer system.

The DVFRS, FCVFRA and its 25 member companies recognize the need to bolster membership levels. Recruitment efforts are conducted using direct mail flyers, mass media advertising (radio/television) and through attendance at many community events such as Fairs, Open Houses school events. In an effort to ease the intake process for new members, the Division scheduled twelve new member classes but only provided seven new members “Gear Up” orientation classes due to COVID-19. These trainings provide the member with information such as how to sign up for classes, CPR certification, personal protective clothing, fire department orientation, breathing apparatus, LOSAP, HIPAA, code of conduct and harassment. Participant evaluations have proven that the program provides a valued introduction and overview for the newly inducted volunteer.

The Frederick County Volunteer Fire and Rescue Services recruitment campaign continues to raise awareness and encourages new volunteers to “Gear Up.” Through many different media outlets, we continue to spread the message that volunteers are valued and needed more today than ever in our emergency service. Please visit us on the web at [www.GearUpFireRescue.com](http://www.GearUpFireRescue.com).



# VOLUNTEER FIRE & RESCUE SERVICES

## FY 2021 Fiscal Plan

<u>Description</u>	<u>Actual FY18</u>	<u>Actual FY19</u>	<u>Actual FY20</u>	<u>Approved Budget FY21</u>
Number of Personnel	3	3	4	4
<b>Expenditures:</b>				
Salary & Wages	\$ 223,876	\$ 236,504	\$ 332,059	\$ 400,272
Overtime	\$ 189	\$ -	\$ -	\$ -
Health Insurance	\$ 44,151	\$ 57,102	\$ 57,733	\$ 60,636
OPEB	\$ 14,436	\$ 15,948	\$ 20,256	\$ 10,272
Dental Insurance	\$ 120	\$ 120	\$ 121	\$ 120
Social Security/Medicare	\$ 16,600	\$ 17,049	\$ 24,520	\$ 30,097
Retirement	\$ 33,816	\$ 45,229	\$ 52,027	\$ 51,612
Unemployment Cont.	\$ 153	\$ 153	\$ 255	\$ 130
Workman's Comp.	\$ 423,664	\$ 451,906	\$ 1,093	\$ 480
Life Insurance	\$ 591	\$ 747	\$ 1,001	\$ 1,175
LOSAP	\$ 1,240,968	\$ 1,460,600	\$ 1,187,046	\$ 1,201,982
<b>Total Salary &amp; Fringes</b>	<b>\$ 1,998,564</b>	<b>\$ 2,285,357</b>	<b>\$ 1,676,111</b>	<b>\$ 1,756,776</b>
<b>Operating Costs:</b>				
Medical (Physicals)	\$ 34,951	\$ 35,084	\$ 27,825	\$ 35,000
Equipment Maint./Repairs	\$ 135	\$ 215	\$ 357	\$ 4,300
Fleet Charges	\$ 32,286	\$ 14,124	\$ 13,573	\$ 10,000
Property/Liability Ins.	\$ -	\$ -	\$ -	\$ 200,000
Vehicle/Equip Ins.	\$ 499,425	\$ 498,509	\$ 512,628	\$ 327,686
Telephone Base/Activity	\$ 321	\$ 308	\$ 567	\$ 360
Wireless Communications	\$ 1,639	\$ 1,695	\$ 2,936	\$ 2,684
Advertising	\$ 18,546	\$ 19,203	\$ 19,864	\$ 25,301
Travel/Training	\$ 1,190	\$ 1,433	\$ 250	\$ 3,000
Staff Mileage	\$ 1,263	\$ 152	\$ 376	\$ 750
Contracted Services	\$ 6,824	\$ 8,845	\$ 8,869	\$ 14,999
Postage	\$ 1,613	\$ 1,845	\$ 1,645	\$ 3,500
Printing	\$ 2,012	\$ 412	\$ 956	\$ 6,100
Uniforms/Safety Shoes	\$ 2,762	\$ 2,440	\$ 2,683	\$ 2,122
Nonexpendable Supplies	\$ 5,395	\$ 4,307	\$ 3,307	\$ 6,951
Computer S/W and H/W	\$ -	\$ 2,731	\$ -	\$ -
Fleet Fuel	\$ 5,555	\$ 2,217	\$ 1,990	\$ 6,523
Office Supplies	\$ 2,719	\$ 1,603	\$ 1,191	\$ 4,500
Permitting Fees & Other Taxes	\$ -	\$ -	\$ -	\$ 7,561
F&R Individual Co.	\$ 45,000	\$ 47,382	\$ 45,000	\$ 45,000
Capital Equipment-NonBuilding	\$ -	\$ -	\$ -	\$ 15,000
Transfer to Fleet	\$ -	\$ 50,000	\$ -	\$ -
Transfer to Workers' Compensation	\$ -	\$ -	\$ 529,617	\$ 529,617
<b>Total Operating Expenses</b>	<b>\$ 661,636</b>	<b>\$ 692,504</b>	<b>\$ 1,173,634</b>	<b>\$ 1,250,954</b>
<b>Total Budget</b>	<b>\$ 2,660,201</b>	<b>\$ 2,977,861</b>	<b>\$ 2,849,745</b>	<b>\$ 3,007,730</b>

# VOLUNTEER FIRE & RESCUE SERVICES

## FY 2021 Fiscal Plan

### FUNDING MATRIX FOR VOLUNTEER FIRE COMPANIES

<u>Description</u>	<u>Actual FY18</u>	<u>Actual FY19</u>	<u>Actual FY20</u>	<u>Approved Budget FY21</u>
Number of Personnel	0	0	0	0
<b><u>Operating Cost:</u></b>				
Independent Hose Company #1	\$ 212,233	\$ 235,404	\$ 276,940	\$ 289,451
Junior Fire Company #2	\$ 189,281	\$ 166,412	\$ 215,929	\$ 227,525
United Steam Fire Company #3	\$ 205,110	\$ 247,960	\$ 286,690	\$ 309,196
Citizens Truck Company #4	\$ 122,672	\$ 146,484	\$ 207,680	\$ 102,750
Brunswick Vol. Fire Company #5	\$ 111,335	\$ 112,314	\$ 129,926	\$ 114,131
Vigilant Hose Company #6	\$ 114,105	\$ 124,087	\$ 129,161	\$ 195,455
Middletown Vol. Fire Company #7	\$ 122,677	\$ 150,386	\$ 100,328	\$ 120,200
Myersville Vol. Fire Company #8	\$ 120,720	\$ 122,644	\$ 125,321	\$ 127,644
New Midway Vol. Fire Company #9	\$ 61,468	\$ 77,152	\$ 79,355	\$ 79,785
Guardian Hose Company #10	\$ 95,793	\$ 122,663	\$ 125,495	\$ 116,225
Walkersville Vol. Fire Company #11	\$ 112,029	\$ 121,993	\$ 124,615	\$ 115,240
Braddock Heights Vol. Fire Co. #12	\$ 98,574	\$ 101,704	\$ 110,809	\$ 109,400
Rocky Ridge Vol. Fire Co. #13	\$ 64,939	\$ 81,270	\$ 83,892	\$ 84,590
Carroll Manor Vol. Fire Co. #14	\$ 112,257	\$ 111,641	\$ 113,070	\$ 115,204
New Market District Vol. Fire Co. #15	\$ 125,927	\$ 137,671	\$ 148,469	\$ 149,669
Woodsboro Vol. Fire Co. #16	\$ 71,009	\$ 74,462	\$ 82,385	\$ 88,312
Libertytown Vol. Fire Company #17	\$ 98,273	\$ 120,078	\$ 122,050	\$ 129,438
Graceham Vol. Fire Company #18	\$ 70,744	\$ 73,806	\$ 75,116	\$ 75,422
Brunswick Rescue Company #19	\$ 86,812	\$ 94,225	\$ 95,744	\$ 96,888
Jefferson Vol. Fire Company #20	\$ 118,224	\$ 124,711	\$ 127,637	\$ 128,512
Wolfsville Vol. Fire Company #21	\$ 55,269	\$ 72,430	\$ 73,408	\$ 91,258
Lewistown Vol. Fire Company #22	\$ 123,550	\$ 102,002	\$ 127,495	\$ 96,422
Urbana Vol. Fire Company #23	\$ 179,417	\$ 174,601	\$ 166,131	\$ 163,259
Walkersville Rescue Company #24	\$ 105,811	\$ 124,803	\$ 113,530	\$ 114,951
Green Valley Fire Company #25	\$ 73,943	\$ 71,734	\$ 72,426	\$ 80,000
Emmitsburg Ambulance Co. #26	\$ 90,920	\$ 96,355	\$ 102,603	\$ -
Point of Rocks Fire Station #28	\$ 73,741	\$ 79,597	\$ 72,663	\$ 75,686
Thurmont Community Amb. #30	\$ 80,928	\$ 90,441	\$ 79,472	\$ 84,904
Westview Fire Station #31	\$ 103,731	\$ 99,561	\$ 102,613	\$ 148,186
Spring Ridge Fire Station #33	\$ 97,201	\$ 75,008	\$ 92,315	\$ 97,816
<b>Sub-Total Companies</b>	<b>\$ 3,298,694</b>	<b>\$3,533,597</b>	<b>\$3,763,268</b>	<b>\$ 3,727,519</b>
HazMat	\$ 45,374	\$ 43,316	\$ 49,968	\$ 30,429
Dive Team	\$ 10,272	\$ 11,039	\$ 12,771	\$ 12,831
ATR Team	\$ 16,494	\$ 24,706	\$ 12,846	\$ 17,653
Fire Police	\$ 2,967	\$ 4,937	\$ 2,674	\$ 3,000
Wildland Team	\$ 2,180	\$ 1,189	\$ (1)	\$ 2,396
Honor Guard	\$ 100	\$ 904	\$ -	\$ 500
Training Committee	\$ 13,501	\$ 16,216	\$ 9,868	\$ 17,000
Recruitment & Retention Comm.	\$ 367,367	\$ 401,108	\$ 369,472	\$ 515,280
Fire Prevention	\$ 47,610	\$ 42,566	\$ 29,300	\$ 53,430
<b>Sub-Total Teams and Committees</b>	<b>\$ 505,865</b>	<b>\$ 545,980</b>	<b>\$ 486,898</b>	<b>\$ 652,519</b>
<b>Total Budget</b>	<b>\$ 3,804,559</b>	<b>\$4,079,577</b>	<b>\$4,250,166</b>	<b>\$ 4,380,038</b>

# VOLUNTEER FIRE & RESCUE SERVICES

## FY 2021 Fiscal Plan

### Misc. Volunteer Fire Rescue Services

<u>Description</u>	<u>Actual FY18</u>	<u>Actual FY19</u>	<u>Actual FY20</u>	<u>Approved Budget FY21</u>
Number of Personnel	0	0	0	0
<b><u>Expenditures:</u></b>				
Salary & Wages				
Overtime				
Health Insurance				
OPEB				
Dental Insurance				
Social Security/Medicare				
Retirement				
Unemployment Cont.				
Workman's Comp.				
Life Insurance				
<b>Total Salary &amp; Fringes</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b><u>Operating Costs:</u></b>				
Small Tools	\$ 3,996	\$ 4,158	\$ 5,040	\$ 5,000
Nonexpendable Supplies	\$ 540,057	\$ 134,067	\$ 285,253	\$ 478,929
Medical/Surgical Supplies	\$ 222,809	\$ 232,971	\$ 271,211	\$ 249,121
Gasoline	\$ -	\$ -	\$ -	\$ 134,005
Vehicle Supplies	\$ 6,371	\$ 5,694	\$ 8,311	\$ 5,000
F&R Individual Co.	\$ 700	\$ 700	\$ 16,847	\$ 700
Misc Fire/Rescue Approp.	\$ 71,252	\$ 148,679	\$ 101,048	\$ 190,504
Capital Equipment-NonBuilding	\$ -	\$ -	\$ -	\$ 6,631
Fire Returned Funds Recovery	\$ (22,755)*	\$ (36,078)*	\$ -	\$ -
<b>Total Operating Expenses</b>	<b>\$ 822,430</b>	<b>\$ 490,192</b>	<b>\$ 687,710</b>	<b>\$ 1,069,890</b>
<b>Total Budget</b>	<b>\$ 822,430</b>	<b>\$ 490,192</b>	<b>\$ 687,710</b>	<b>\$ 1,069,890</b>

\*changed from original version of FY2018/FY2019

### **Senator Amoss Funds:**

Amoss State 508 Grant	\$ 566,349	\$ 572,654	\$ 582,966	\$ 580,000
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# RETIREMENT NEWS

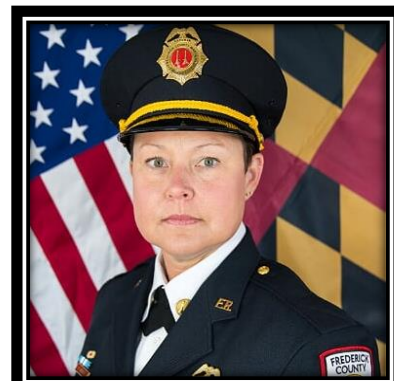
*Congratulations to all those who retired in 2020!*



Chad Petry  
14 Years of Service



Joseph Haynes  
15 Years of Service



Kathleen Harne  
21 Years of Service



Warren "Jay" Schwab  
22 Years of Service



Jody Kurtz  
25 Years of Service



Michael Smith  
28 Years of Service



Kevin Fox  
30 Years of Service



Tawanda Bailey  
31 Years of Service



# PUBLIC SAFETY AWARDS

The Annual Chamber of Commerce Public Safety Awards honor Law Enforcement, Fire & Rescue and Emergency Services professionals protecting Frederick County.

Those receiving awards in 2020 were:

## Gold Medal of Valor

Capt. Chuck Scott, DFRS  
FF II Michael Phan, DFRS

## Life Saving Award

Capt. Mike Webb, DFRS  
Tech. Eric Bauer DFRS  
Lt. Josh Dishart, DFRS  
FF II Brandon Burke, DFRS  
FF I Connor Martin, DFRS  
Fire Medic III, Chris Belk, DFRS  
FF II Jeffry Redding, DFRS  
FF I Daniel Rose, DFRS  
FF I Austin Kessler, DFRS  
Fire Medic III Brian Jenkins, DFRS  
Lt. Medic Mike Steele, DFRS

## Distinguished Achievement Award

Lt. Dan Winters, DFRS

## Supervisor of the Year Award

Capt. Mike Webb, DFRS

## Medic of the Year

Fire Medic II Gemma d'Eustachio, DFRS

## Career Firefighter of the Year

Tech. Matthew Johnson, DFRS

## Probationary Firefighter of the Year

PFF Brady McCartin, DFRS

## Volunteer Firefighter of the Year

Awarded Posthumously to  
Michael Powers – Libertytown Vol. Fire Dept.

## Bronze Medal of Outstanding Performance

FF III Steven Ward, DFRS





# UNIT CITATION

## Unit Citation

### Engine 11

Lieutenant Kyle Strausbaugh  
 Technician Alan "Willy" Hunter  
 Firefighter I Trevor Meador

### Truck 41

Lieutenant Jason Komykoski  
 Technician Brian Kelch  
 Firefighter III Jeremy Renoll



At approximately 0342 on Wednesday, June 24, 2020, Engine 11 and Truck 41 responded to report of an automatic fire alarm at 1203 Baker Place South. Upon arrival, units positioned to investigate an automatic fire alarm at a 4 story garden apartment. Units reported that normal exterior conditions were present, and that the building was being evacuated.

As members of Engine 11 and Truck 41 initiated an investigation, a resident reported that an apartment was on fire at 1205 Baker Place South. The driver of Engine 11 and Truck 41 investigated and confirmed visible fire in the 2<sup>nd</sup> floor window of an apartment. Members of Engine 11 and Truck 41 moved quickly from the 4<sup>th</sup> floor of 1203 to redeploy to the 2<sup>nd</sup> floor of the adjacent building.

Engine 11 deployed an attack line, and the crews of Engine 11 and Truck 41 made entry to the fire apartment. Upon entering the apartment, they discovered a civilian occupant face down in the hallway. Engine 11 was able to remove the victim to the 2<sup>nd</sup> floor landing, where the victim explained that a second civilian occupant was inside in the back bedroom. As Engine 11's Firefighter advanced the attack line to extinguish the small fire in the front bedroom, members of Truck 41 searched the rear bedroom, where the second civilian occupant was located and removed.

As no additional resources had arrived, the drivers of Engine 11 and Truck 41 worked to provide basic life support to the civilian victims of the apartment fire. Upon arrival of additional resources, the victims were transported to the hospital for additional treatment.

Engine 11 and Truck 41's vigilance when responding to a routine fire alarm ensured that the unexpected report of an apartment fire with entrapment did not find them unprepared. Their steadfast professionalism and readiness in the execution of their duty ensured that two civilians were located, removed and rapidly treated, while simultaneous extinguishment and overhaul was underway.

The initial arriving crews to this incident rapidly made critical decisions and took decisive action to simultaneously effect multiple rescues while rapidly extinguishing the fire. The successful actions taken by the responders directly involved in the incident that day reflects highly upon their professionalism, training, and personal skills. It is my pleasure to recognize the following members of the Frederick County Division of Fire and Rescue Services with this well-deserved Unit Citation.



# ON THE JOB







## Frederick County Division of Fire and Rescue Services



[www. Frederickcountymd.gov](http://www.Frederickcountymd.gov)



[fireandrescue@frederickcountymd.gov](mailto:fireandrescue@frederickcountymd.gov)



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