

**St. Mary's County Emergency Services Board
Wednesday, October 9, 2024**

1. CALL TO ORDER

Meeting was called to order at 1858

2. ROLL CALL

Members Present:

Shawn Davidson, County Rescue Chief
JA Nelson, President of Fire Board Association
C P Miedzinski, County Fire Chief
Ken Hicks, Rescue Squad Association
Gary Bell, Chair of ESB
Jen Aubert-Utz, Director of Emergency Services

Members Not Present:

Jason Finkelstein, Jurisdictional Medical Director

A. Review & Approve Minutes

I move to accept the minutes from the August 14, 2024, meeting as presented.

Motion by Shawn Davidson, second by C P Miedzinski.

Final Resolution: Motion Carries

Yea: Shawn Davidson, JA Nelson, C P Miedzinski, Ken Hicks, Hattie Norris, Gary Bell

3. PRESENTATION

No Committee Reports

4. COMMITTEE REPORTS

No Committee Reports

5. OLD BUSINESS

A. Emergency Services Report

Director Jen Aubert-Utz provided an update on the operations of Emergency Services. She also stated the 92 new portables, XP 400s have been ordered so they are expected to arrive soon. October 21st will be the 60 day check in with fire and rescue, since the new CAD rollout.

B. FY25 Scholarship Awards

Angel Clem provided an update on how many applications were received and how much each applicant will receive.

C. Property Tax Incentive

I motion that the Emergency Services Board chair submit a letter to the County Commissioners in regard to the property tax incentive program, and request for them to take action is this matter.

Motion by Ken Hicks, second by Shawn Davidson.

Final Resolution: Motion Carries

Yea: Shawn Davidson, JA Nelson, C P Miedzinski, Ken Hicks, Hattie Norris, Gary Bell

6. NEW BUSINESS

A. Meeting Calendar 2025

I move to approve the 2025 meeting schedule as presented.

Motion by Shawn Davidson, second by Hattie Norris.

Final Resolution: Motion Carries

Yea: Shawn Davidson, JA Nelson, C P Miedzinski, Ken Hicks, Hattie Norris, Gary Bell

B. Annual report

Shawn Davidson discussed the due date of the 2024 annual report and what information will be included.

C. Cadet Program

Kelly Bell provided an update on the progress of the Cadet program so far this school year. There are 13 students in the fire class and 13 students in the EMT class.

D. FY26 Fire & Rescue Budget Instructions

Director Jennifer Aubert-Utz gave directions on the FY26 budget instructions. Deadlines were provided to the Board to assist with keeping department leaderships on track.

E. Hollywood Volunteer Fire Department Revolving Loan Request

I move to support the Hollywood Volunteer Fire Department loan request in the amount of \$485,000 and to forward to the CMSC.

Motion by C P Miedzinski, second by Shawn Davidson.

Final Resolution: Motion Carries

Yea: Shawn Davidson, JA Nelson, C P Miedzinski, Ken Hicks, Hattie Norris, Gary Bell

F. Portable Radio Replacement

J.A. Nelson discussed sending a letter to the Commissioners to consider merging the multi-year replacement plan for the portable radios to a shorter-term plan.

G. EMS Operational Program

Shawn Davidson discussed that the EMS operational program has to go through a process with the state of Maryland. He also thanked everyone that assisted in this matter to pull it all together.

7. BOARD MEMBER

Hattie Norris sends her condolences out to past county rescue Chief Paul Sullivan on the loss of his wife.

J.A. Nelson also sent his condolences to the Sullivan family. He also wanted to send his thoughts to all that were affected by Hurricane Helene and Hurricane Milton. He wished our volunteers who are down south on tasks forces well and safe travels.

C.P. stated that the NIOSH (National Institute for Occupational Safety and Health) Report was released on the line of duty death. All the volunteer chiefs have set up a work group to ensure that all recommendations that were provided are being taken seriously and are building lessons learned. He also stated that his thoughts and prayers all with all that are affected by the hurricanes. C.P. discussed being concerned about the low interest revolving loan for the coming years, he requested to have county finance at the next ESB Meeting to discuss this topic of concern.

Jennifer Aubert-Utz echoed the thoughts and prayers to everyone affected by the two hurricanes. She also thanked all the volunteers, and everyone involved for the support to help keep our community safe during the county fair so everyone could enjoy the fair. She also wished everyone a Happy Thanksgiving and will see everyone back in December.

Shawn Davidson stated he has been working with Calvert & Charles County to pull together a regional EMS conference. The Patuxent River EMS conference will be held the first weekend in November. Shawn reminded everyone to get your flu shot and covid shots. He also sent his condolences and support to the Sullivan family.

Gary Bell sent his condolences to the family of Betty Thomas who was an auxiliary member at Leonardtown Volunteer Fire Dept.

8. PUBLIC COMMENTS

No Public Comments

9. ADJOURN

A. Adjourn

I move to adjourn the meeting at 1925.

Motion by JA Nelson, second by C P Miedzinski.

Final Resolution: Motion Carries

Yea: Shawn Davidson, JA Nelson, C P Miedzinski, Ken Hicks, Hattie Norris, Gary Bell

Angel Clem Recorder

Minutes approved by the St. Mary's County Emergency Services Board on 12/11/24.