

**MONTGOMERY COUNTY**  
***FIRE AND EMERGENCY SERVICES COMMISSION***  
**MEETING MINUTES**

Thursday, February 13, 2025  
7:00 PM  
Tele-conference

**COMMISSIONERS PRESENT:**

Commissioner Anita Powell, Chair  
Commissioner Jane Callen  
Commissioner Robert Ford

**STAFF PRESENT:**

Division Chief Michael Kelley  
Assistant Chief Benjamin Kaufman  
Battalion Chief Ashley Robinson  
Dr. Stephen Parker  
Heather Jeffrey

**100 – CALL TO ORDER**

Chair Anita Powell called the meeting to order, acknowledging there is no quorum and there would be no vote on pending items. The agenda will be revisited in March 2025.

**101 – APPROVAL OF FESC JANUARY MINUTES**

There is no quorum in order to vote on approval of minutes

**102 – FESC CHAIRPERSON'S REPORT**

Chair Powell was very impressed by Lieutenant Higgin's funeral service.

**103 – FIRE CHIEF'S REPORT**

Fire Chief's report was given by Division Chief Michael Kelley:

- FCGO's (25-01, 25-02, 25-03, 25-04) were discussed but will be brought up for approval again next month when there is a quorum
- New policy finalizing grant funding and how the department will handle grants. The Chief will send out the policy out so that the Commission will be able to vote on it.
- Chief Kelley will be setting up a meeting with the LFRD's Chiefs and Presidents to meet with the Ops Chief and the Fire Chief on April 19, 2025 in order to discuss operations and how they affect the LFRD's.
- The annual Master Plan Conference will be held on March 27th at the Academy from 9:00 – 5:00.
- Chief Smedley introduced MCFRS Pulse, which aligns internal management processes in order to increase learning and cohesion. Each month, each manager will put together a report for their department activities and what they are working on
- Chief Smedley wants to make sure that FESC members are allowed to fill the roles that they hold, and to make sure MCFRS is in compliance.

#### 104 – COMMENTS FROM COMMISSIONERS

There were no comments

#### 200 – PUBLIC COMMENTS

Dr. Stephen Park introduced himself as the Diversity, Equity, Inclusion (DEI) Officer for MCFRS.

#### 300 – DISCUSSION

There was no discussion.

#### 301 – OLD BUSINESS

- June 12<sup>th</sup> is the volunteer graduation, which is the same day as the Commission meeting.  
Question: does the Commission approve moving the June meeting date?
- Vote on Commission positions
- Annual report

#### 302 – NEW BUSINESS

- Proposed the option of going out to different locations so that more people are able to attend meetings, with hybrid meetings still being an option.

#### 400 – ADJOURNMENT

Respectfully submitted:

A handwritten signature in black ink, appearing to read "Anita Powell". The signature is fluid and cursive, with the first letter of the first name being a large capital 'A'.

Anita Powell, Chair