

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

August 14, 2025  
Tele-conference  
Gaithersburg, Maryland

**COMMISSIONERS PRESENT:**

Commissioner Anita Powell, Chair  
Commissioner Mark Dempsey  
Commissioner Jane Callen  
Commissioner Tony Coleman  
Commissioner Robert Ford  
Commissioner Matthew Green  
Commissioner Mike VanBrocklin

**STAFF PRESENT:**

Division Chief Michael Kelley  
Division Chief Dee Howard  
Division Chief Charles Bailey  
Battalion Chief Ashley Robinson  
Battalion Chief Anthony Scott

**OTHER:**

Lou Kaufman, President WVRs  
Marcine D. Goodloe

**100 – CALL TO ORDER**

Chair Anita Powell called the meeting to order at 1904.

**101 – REPORT OF THE COMMISSION CHAIR**

Chair Powell attended the inaugural Girls Wired for Fire graduation event on August 1<sup>st</sup>. Chair Powell stated that girls were “awesome” and participated in everything that was asked of them. Chair Powell thanks Battalion Chief Ashley Robinson for the idea, and the volunteers who assisted with the event. Chair Powell would like to see the event continue in the future.

Chair Powell attended the orientation of two new Fire and Emergency Services Commission Public-Seated Commissioners: Matthew Green and Mike VanBrocklin, who introduced themselves to the other commissioners.

Chair Powell would like to set up a meeting with the Fire Chief and commissioners to have a conversation about the structure of the Commission, role and responsibility as it relates to the Fire Chief.

Chair Powell would like an update on the budget as it relates to the Hyattstown Volunteer Fire Company staffing.

**102 – REPORT OF THE COMMISSIONERS**

None

**103 – APPROVAL OF MINUTES**

Motion passed to approve the July 2025 meeting minutes.

## **104 – FIRE CHIEF’S REPORT**

Fire Chief’s report was given by Division Chief Michael Kelley. Chief Kelley welcomed the new commissioners to the commission.

The final stages of a new policy involving grant funding for the volunteer fire departments is almost complete barring a few additional items noted by the MCVFRA and the Fire Chief’s office. Chief Kelley believes the policy will go out for notice and opportunity prior to the next commission meeting.

Girls Wired for Fire concluded with 24 initial applicants and 15 participants completing the event. The event was very successful, and Chief Kelley hopes that the event will continue to be an annual event.

The changes at the Hyattstown Volunteer Fire Department took place on July 13, 2025. The budget, as passed by the County Council, reduced the staffing by approximately \$1 million – eliminating 2.5 full time positions and the remaining positions were reallocated around the county, placing a new medic unit at Aspen Hill Station 25 in service. The passing of the budget also gave funds to place an additional BLS unit in service in January once the recruits graduate.

Division Chief Howard added that she had the pleasure of meeting with the young ladies who participated in the Girls Wired for Fire event and agreed it was a great experience. Further, according to Chief Howard, the Fire Chief wanted to pass along that the hiring process is ongoing for recruit classes 58 and 59. Finally, there is still planning for another redeployment meeting with the MCVFRA having to do with redeployment of apparatus throughout the County.

Chief Kelley offered that Commissioner Powell could get in touch with Heather Jeffrey to set up a meeting with the Fire Chief.

Commissioner Dempsey commented that the redeployment of AT719 to Fire Station 1 was premature considering the redeployment discussions were still pending. Chief Howard acknowledged Commissioner Dempsey’s concern and stated she would let the Fire Chief know.

Commissioner Ford asked about a Social Media policy. Chief Howard stated that Administrative Services, along with the County Attorney, is working on a process that will be a good fit for the organization, and that it is still a priority.

## **200 – BUSINESS ITEMS**

None

## **300 – DISCUSSION**

- Chair Powell would like to know how the commission can get on each department’s invitation list for open houses, and how the Commission can get an agenda for each one. Commissioner Callen offered that Chair Powell could get in touch with the MCVFRA to get that information.

## **301 – OLD BUSINESS**

- Chair Powell would like an update on the annual report. Commissioner Callen stated that prior to the commission meeting, she recirculated the annual report to the commissioners and will await comments. After the 2023 annual report is complete, the direction will be to complete the annual report for 2024.

302 – NEW BUSINESS

- Election of a Vice-Chair - Commissioner Powell is recommending that commissioners review the by-laws regarding electing a Vice-Chair, as well as providing the new commissioners with an opportunity to learn about the roles and responsibilities of being a Vice-Chair.

400 – Resource Group Comment

None.

500 – Public Comment

None.

600 - Adjournment

Motion to adjourn the meeting by Commissioner Ford and seconded by Commissioner Callen. The meeting was adjourned at 1927.

Respectfully submitted,

A handwritten signature in cursive script that reads "Anita Powell".

Anita Powell, Chair

Written and posted by:

A handwritten signature in cursive script that reads "Ashley Robinson".

Ashley Robinson, Battalion Chief