



ST. MARY'S COUNTY EMERGENCY SERVICES  
BOARD

**2025**

**ANNUAL REPORT**

# St. Mary's County Emergency Services Board Annual Report for 2025

## **Introduction**

The St. Mary's County Emergency Services Committee was established under Resolution 94-22 by incorporating an agreement signed on Oct 11, 1994. The St. Mary's County Emergency Services Board (ESB) was adopted as a Board on July 10, 2018, effective July 24, 2018.

The Board shall advise the Commissioners of St. Mary's County (CSMC) on matters pertaining to Emergency Services in St. Mary's County. The purpose of the Board is to serve as an advisory board and communication hub between the entities providing St. Mary's County Emergency Services and the St. Mary's County Government. The Board is formed not to take the place of the St. Mary's County Fire Board Association (FBA) or the St. Mary's County Ambulance and Rescue Association (RSA), but rather to affect a partnership, coordinate, and enhance the efforts of these services. The daily provision of emergency services is coordinated through and by the member companies of the FBA and RSA in cooperation with the Department of Emergency Services to ensure that citizens of and visitors to St. Mary's County can rely on emergency responses as the need arises.

## **Members**

The membership of the ESB shall be (1) County Fire Chief; (2) County EMS Chief; (3) St. Mary's County Fire Board Association President; (4) St. Mary's County Ambulance and Rescue Association Chair; (5) one member of a volunteer fire department elected by the St. Mary's County Fire Board Association; (6) one member of a volunteer rescue squad elected by the St. Mary's County Ambulance and Rescue Squad Association; and (7) Director of Emergency Services (ex officio); (8) Jurisdictional Medical Director (ex officio).

### 2025 Members:

- JA Nelson, Chair. Appointment period Nov. 15, 2018 – December 31, 2025
- Hattie Norris, Vice Chair. Appointment period December 3, 2020 - December 31, 2025
- Shawn Davidson, Secretary. Appointment period July 31, 2018 - December 31, 2025
- Ken Hicks, RSA President. Appointment period December 3, 2020 – December 31, 2025
- Jason Adams, FBA President. Appointment period January 1, 2025 – December 31, 2025
- Ernest Rogers, FBA Chief. Appointment period January 1, 2025 – December 31, 2025
- Jennifer Aubert-Utz, Director of Emergency Services, ex officio
- Dr. Janelle Martin, Acting Jurisdictional Medical Director, ex officio
- Dr. Kraig Melville, Jurisdictional Medical Director, ex officio

## **Meetings**

The Emergency Services Board (ESB) holds regular meetings on the second Wednesday in even numbered months.

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### **Attendance**

The St. Mary's County ESB held six (6) regular meetings in 2025 with nine absences for the year.

#### **February 26<sup>th</sup>**

- Hattie Norris
- J.A. Nelson
- Dr. Martin

#### **April 9<sup>th</sup>**

- Ken Hicks
- Dr. Martin

#### **June 11<sup>th</sup>**

- Dr. Martin

#### **August 13<sup>th</sup>**

- Dr. Martin
- Ernest Rogers

#### **October 8<sup>th</sup>**

- Dr. Martin

#### **December 10<sup>th</sup>**

- No one was absent

### **Education & Training**

The St. Mary's County ESB awarded educational scholarships to twelve (12) applicants from the fire and EMS community, based their services rendered to the citizens of St. Mary's County.

The ESB has been working to strengthen our partnership with the Maryland Fire and Rescue Institute and the St. Mary's Board of Education in order to support the high school cadet program.

St. Mary's Ambulance and Rescue Squad Association and several of the volunteer departments continue to support the Patuxent River EMS Conference. 2024 was the inaugural event of what is planned to be an annual event. The first conference was held in Calvert County. The Charles County event had to be postponed, St. Mary's County is hosting the conference May 16-17, 2026.

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Routine training and continuing education are ongoing at all of the volunteer stations and has integrated the Department of Emergency Services staff. DES EMS Division has also instituted independent training activities that have been made available to the volunteer community.

### **Budget and Finance**

The ESB distributed budget submission packets, budget rules and Amoss Funds report packets to the fire and emergency medical services departments on behalf of the Department of Finance. All of these were returned on time and routine audits are in their final stages.

In our October meeting the ESB approved and forwarded to the Department of Finance a recommendation for Hollywood Volunteer Rescue Squad to access the revolving loan fund for their building project.

In our December meeting, the ESB voted to approve and forward the Fire Tax rate increase request from the Bay District Volunteer Fire Department to the Commissioners of St. Mary's County.

The ESB is working with the LOSAP Board on ways to improve the LOSAP program in St. Mary's County and integrating property tax incentives to that program as a means of recruitment and retention in the first responder community.

The ESB supported the rollout of the Volunteer Incentive Program (VIP) to provide certain property tax relief or stipend payments to volunteers in the fire and EMS community who meet LOSAP requirements and service benchmarks.

The ESB is working with the Department of Finance on modifications to the Revolving Loan Fund.

### **Support Services and Coordination**

The Department of Emergency Services continues to provide EMS staffing and billing support. The ESB is regularly briefed on system status and frequent, detailed communication is maintained between DES staff and volunteer leadership. Continued collaboration on essential elements such as supply acquisition, controlled substance management, and quality assurance and improvement have been maintained and strengthened.

The Department of Emergency Services EMS Division is being supervised by Deputy Director John Gosford. The search for a career service chief, assistant chief, and captain is ongoing.

### **Emergency Services System Activities**

During 2025 our EMS system continued to integrate Career EMS personnel, strengthen the EMS

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quality assurance and improvement program, and coordinate training and public outreach.

Tyler Technologies has been working closely with DES and leaders from police, fire, and EMS on the deployment and integration of the new computer-aided dispatching system. While there have been some challenges with this process, the CAD allows seamless integration of field personnel with dispatch personnel, improves information sharing between agencies, and streamline dispatch processes. CAD went live in August of 2024 and continues to be monitored and updated based on user feedback and quality improvement data gathered.

### **Conclusion**

The ESB and the first responder community we represent remain committed to serving the citizens of our community. The ESB does this by advising the Commissioners of St. Mary's County on fire and emergency medical services system matters. While there have certainly been trials for our community and our services during the last several years – and while the challenges we face will continue for some time – the goal of providing the best possible emergency service in the best possible way to the citizens and visitors in St. Mary's County is always the priority for the ESB, volunteers in the first responder community, the Department of Emergency Services and career EMS personnel, and the government of St. Mary's County as a whole. We remain dedicated to the people we serve.

Questions or Comments about this report are welcome and may be sent to the Emergency Services Board via the Secretary at: [chief200@smcvems.org](mailto:chief200@smcvems.org).