

NEW HAMPSHIRE FIRE STANDARDS & TRAINING COMMISSION

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MINUTES OF MEETING

November 2, 2006

(Approved December 7, 2006)

Members Present: Edward Murdough, Brad Simpkins, Carl Roediger, David Duquette, Stephen Carrier, Kevin Pratt, Al Burbank, John Hognlund, J. William Degnan, Richard Mason.

Members Absent: Karen Schlitzer, Earl Sweeney, Joseph Butts, George Sykes, Michael Williams, Peter Russell.

Others Present: *Division of Fire Standards & Training and Emergency Medical Services*—Dennis Rosolen, Bureau Chief; Jeff Phillips, Bureau Chief; Dale Boyd, Recording Secretary.

I. CALL TO ORDER

Item 1. Call to Order. The meeting of the New Hampshire Fire Standards & Training Commission was called to order by Chair David Duquette at 3:08 p.m. on Thursday, November 2, 2006 at the Richard M. Flynn Fire Academy, 222 Sheep Davis Road, Concord, NH. The Pledge of Allegiance was recited.

II. APPROVAL OF MINUTES

Item 1. October 5, 2006. *Motion* was made by Commissioner Carrier, seconded by Commissioner Burbank, to approve the Minutes of the October 5, 2006 Commission meeting as amended: Correction was made by Commissioner Roediger: Page 6, Line 2, “safe” should be “save.” Motion passed.

III. COMMITTEE REPORTS

Item 1. Emergency Medical Services. Chair Duquette stated there will be a full report next month.

Item 2. Fire Marshal's Office. Fire Marshal Degnan gave his report but no written report was submitted.

Item 3. Forest Protection Bureau. Commissioner Simpkins gave the following report:

1. Reminder that Volunteer Fire Assistance grant applications have been sent out and need to be back into our office by December 1.
2. Fire towers were closed for the season as of October 26.
3. Approximately \$4,000 worth of materials and PPE were just purchased by Forests and Lands for use by the Fire Academy for the Wildland Firefighter I courses. Examples of materials purchased include 20 sets of PPE including Nomex shirts, goggles, hard hats and gloves, practice fire shelters, hand tools, toll guards and sheathes, backpack pumps and a mop-up kit.
4. The Division is working on transporting a federal wildland firefighting engine from California back to New Hampshire that can be equipped with the materials to teach the WFFI course at remote sites. The engine has been in service up to this past year and is in good condition with a working pump and several hundred gallons of water. We are hoping to get it back in the State, have it painted and equipped with tools so it will be ready for the next round of WFFI courses in Spring of 2007.

Item 4. Curriculum Review. Curriculum Status Report by Chief Rosolen is in each Commission member's packet and is as follows:

- (a) **Driver/Operator:**
 - (1) Pumps:
 - (2) Aerial Apparatus:
The Visiting Committee met recently and is looking at the IFSTA curriculum to supplement Dave Duquette's program, which will then be updated. Still waiting to hear from the Committee.
 - (3) All Vehicle:
We are currently looking for places to hold the practical portion as this is becoming difficult to offer because of the lack of space to hold the driver practical.
- (b) **Hazardous Materials:**
 - (1) Operations:
 - (2) Technician:
- (c) **Aircraft Rescue & Fire Fighting:**

A 40-hour certification class was scheduled for October and went very well.

(d) **NFPA 1030 Series:**

- (1) NFPA 1031, Standard for Professional Qualifications for Fire Inspectors and Plan Examiners:
Inspector II Visiting Committee has started the process. The first three days will be cognitive and class activities, and the last two days will cover Citations. The Committee plans to come before the Curriculum Committee and the Commission in December.
- (2) NFPA 1033, Standard for Professional Qualifications for Fire Investigator Visiting Committee is very close to finishing its curriculum and is estimating they will come before the Commission's Curriculum Committee in December.
- (3) NFPA 1035, Standard for Professional Qualifications for Public Fire and Life Safety Educator: Will probably follow the 1033 standard.

(e) **Rescue Series:**

- (1) Structural Collapse:
No pilots scheduled as yet. It was learned that Rope, Trench, Confined Space, and Vehicle/Machinery Extrication are necessary before Structural Collapse can be offered according to the standard.
- (2) Confined Space:
A confined space trailer is in the process of being purchased from Mike Carrier of Merrimack Fire at this time.
- (3) Technical Rope Rescue:
Curriculum was approved at the May 5, 2005 Commission meeting
- (4) Trench Rescue
The first pilot took place with good results.
- (5) Water Rescue/Ice

(f) **NFPA 1001 Firefighter I and Firefighter II:**

(g) **NFPA 1021 Fire Officer:**

A fall class is scheduled here in October and November.

(h) **NFPA 1041 Instructor:**

An Instructor III class is scheduled for the Woodstock area this fall.
A Train-the-Trainer for Instructor I is scheduled this fall with a pilot class in Concord.

(i) **NFPA 1051 Wildland Firefighter:**

Doing well at this point.

(j) **C2F2**

The August class is completed and one was scheduled for October. A Visiting Committee has been formed to review the program as it has been three years that it has been offered and some issues have come up that need to be addressed. A meeting has been scheduled before the November 2 Commission meeting.

(k) ICS/NIMS

Starting to regionalize these programs for more effective and economical delivery.

Item 5. C2F2 Review Committee. The Review Committee met just before this Commission meeting, but was poorly attended. The next meeting is scheduled for Tuesday, November 28, 2006 at 9:00 am. A full report will be available at the December Commission meeting.

Item 6. Hiring Practices Committee. Chief Chris Pope has sent his thesis to Director Mason. Because of the new position that Chief Pope has taken, the Director has asked for this report to be extended to March 2007.

Motion: was made by Commissioner Degnan, seconded by Commissioner Murdough, to grant the extension of the Hiring Practices report to March 2007. Motion passed unanimously.

Item 7. Academy Award Presentation. Commissioner Carrier indicated that the presentation of the Academy Award for Retired Chief N. Scott Weden will be at the beginning of the December 7, 2006 Commission meeting because he was unable to attend this evening's ceremony. Invitations have gone out to his invitees so he will be joined by family members and others as he accepts this Award.

IV. REPORT OF THE DIRECTOR

Item 1. Director's Report #105. The Director's Report #105 for November 2, 2006 was as follows:

This will probably be the last meeting until spring that we will see bare ground...all indications seem that a harsh winter is about to be upon us. However...wait a minute and that will change too.

1. TRADE

The National TRADE (Training And Resource Data Exchange) hosted by the National Fire Academy had their bi-annual meeting in Emmitsburg, MD on their campus. 165 state fire training directors and metro fire training chiefs met and attended training sessions pertinent to training today. Training Officer Bob Field (Manchester Fire Department) and I attended from New Hampshire.

2. North American Fire Training Directors (NAFTD)

The 2007 Annual Meeting of NAFTD will be held in Portsmouth September 25-28, 2007 at the Hilton Garden Inn Hotel, a brand new facility. We will have a whole day of

meetings and training, then we will have a field trip to the Fire Academy and to Globe Firefighter Suits in Pittsfield.

3. LODD Training at the PA Fire Academy, October 2005

A year has passed since the fire instructor setting fires in the PA Fire Academy burning building has passed. At the TRADE Conference this past week Tim Dunkle, PA State Training Director hosted a seminar regarding this tragedy...we will be examining our policies and procedures regarding the lighting of Class A fires inside our burn facilities to assure this will not happen in NH. This is the leading reason that I will not condone acquired structure training burns...too many injuries and fatalities over the past few years!

4. C2F2 Class 30

There were 19 who graduated from the C2F2 class last week. The class seemed to be quite smooth, but we still need to tweak some areas and I know the C2F2 Review Committee met earlier today.

5. Technical Rope Rescue

We sent four senior instructors to attend a class sponsored by California Mountain Company in Springfield, MA last month to go through the curriculum being considered for our Technical Rope Rescue program. Attending were Instructors Steve McKenna, Dick Martel, Chris Silver, and Dave Poole. Excellent comments were given in feedback from the program. We thank the NH Local Government Center and the support of Scott Weden to make this a reality.

6. Personnel update

Last month I advised you of the retirements of Don Phillips, Dean Chandler, and Dave Dow. Today we advise you of the transfer of Secretary Kelly Teeter to the Division of Emergency Communications. This is a significant labor grade increase and she will commute ten minutes rather than 40 beginning November 19. We will miss Kelly!

7. EMS TEMSIS

The relatively new program of Trauma and Emergency Medical Services Information Systems in the EMS community won New Hampshire an award at its conference in West Virginia last month. We are the second state in the country to submit records electronically! Congratulations to the Bureau for this excellence

VI. OLD BUSINESS

Item 1. Administrative Rules. Director Mason will have copies of the Administrative Rules with changes at the December 7, 2006 Commission meeting.

VII. NEW BUSINESS

Item 1. Election of Chair and Vice Chair. November is the nominating month for Chair and Vice-Chair of the Fire Standards & Training Commission. The Chair of the Election Committee is Commissioner Murdough, and members of the Committee are Commissioners Sykes, Hogle, and Simpkins. Any Commission member interested in being Chair or Vice-Chair of the Commission should contact someone on this committee. December will be the report month and changes, if any, will take place in January.

VIII. GOOD OF THE ORDER

Item 1. Possible Bi-Monthly Commissioner Meetings. Discussion was held on going to bi-monthly Commission meetings. Rules indicate that the Commission must meet at least four times per year. It was suggested that each Commissioner ask his/her organizations for their input and if they have any issues.

Commissioner Duquette indicated that in recent years there hasn't been the personnel issues that required monthly meetings to resolve them. Director Mason suggested that because they don't meet in July and August, then they should meet both May and June. There will be more discussion at the next Commission meeting.

Item 2. State Fire Marshal's Office Move. Director Degnan was asked about when they will be moving their offices. There has been no date set as of yet. The State has not accepted the building. They are looking at some time after the first of next year.

Item 3. Academy Awards Schedule. Director Mason went over the time schedule for this evenings festivities. Rehearsal and Pictures are at 5:00 pm, Dinner will be served at 5:30 pm, and the Academy Awards ceremony is at 7:00 pm.

IX. ADJOURNMENT

Motion was made by Commissioner Pratt, seconded by Commissioner Burbank, to adjourn at 3:42 p.m. Motion passed.

Respectfully submitted,

Richard A. Mason, Director

Items distributed at meeting:

1. Agenda 11/02/06
2. Minutes of Meeting – 09/07/06 – Approved 10/05/06
3. Curriculum Status Report 11/02/06
4. Minutes of Meeting – 10/05/06 – Not Approved
5. Director's Report #105—November 2, 2006
6. Number of Personnel Certified in NH 07/01/06 to 11/02/06
7. Report from Forest Protection Bureau 11/02/06