

## **NEW HAMPSHIRE FIRE STANDARDS & TRAINING COMMISSION**

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### **MINUTES OF MEETING September 6, 2007**

*(Approved November 1, 2007)*

Members Present: Edward Murdough, Brad Simpkins, Michael Williams, David Duquette, Kevin Pratt, Stephen Carrier, Richard Mason, Carl Roediger, Karen Schlitzer, George Sykes, John Hoglund, William Degnan.

Members Absent: Earl Sweeney, Joseph Butts, Al Burbank.

Others Present: *Division of Fire Standards & Training and Emergency Medical Services*—Dennis Rosolen, Bureau Chief; Sue Prentiss, Bureau Chief, Jeff Phillips, Bureau Chief; Denice McAdoo, 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 10:05 a.m. on Thursday, September 6, 2007 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. May 3, 2007. Motion** was made by Commissioner Murdough, seconded by Commissioner Carrier, to approve the minutes of the June 7, 2007 Commission meeting. Before passing the motion, Commissioner Simpkins wanted to make a correction to those minutes. On page 7, paragraph 3, the sentence “They also issue permits for asbestos removal.” Commissioner Simpkins pointed out that DRED does not issue those permits and asked that the sentence be struck from the minutes. Motion passed unanimously, with the correction.

### III. CHAIR'S REMARKS

Chair Duquette brought up Commissioner Roediger's new job. He has gone from Deputy Chief in Newcastle to Fire Inspector at Portsmouth Fire Department. Congratulations to Commissioner Roediger! Commissioner Roediger said that he has not yet spoken with the President of the NH Association of Fire Chiefs who sponsors his current position. He has contacted the President of the Fire Prevention Society with regard to their seat on the Commission. That seat is currently occupied by Commissioner Sykes who is retired from Lebanon Fire Dept. and it is not yet known if Comm. Sykes will continue. Commissioner Roediger expressed his interest in that seat should it become available.

Chair congratulated Bureau Chief Prentiss on her one year wedding anniversary, which was this past August.

### III. COMMITTEE REPORTS

**Item 1. Emergency Medical Services.** Chief Prentiss gave her report. She mentioned the Hospital Ambulance Diversion Summit that was sponsored by the EMS Trauma Services Coordinating Board was held here at the Academy on Wednesday, September 5<sup>th</sup>. There were 42 representatives from hospitals and EMS agencies and regions throughout the state to talk about the problems related to diverting ambulances from emergency departments. Diversion is not a one size fits all.

The First Responder to EMT Bridge limited edition course was released on Tuesday, Sept. 4<sup>th</sup> to all the instructor coordinators in the state. This is for licensed first responders with the enhanced modules, and they can take it over the next two years.

Michelle Dushesne's position has been posted, and they have 4 candidates so far. They will be setting up an assessment center and hope to fill that position soon. Everyone wishes Michelle well in her new position.

**Item 2. Fire Marshal's Office.** Fire Marshal Degnan gave his report as follows.

He was in attendance at a committee meeting for Line of Duty Death Benefits. The committee is inviting different groups to their upcoming

meetings. They have asked Fire Marshal Degnan to report to them on how surrounding states are doing in regards to Line of Duty Death benefits at the state level. For instance, Vermont has a \$50,000 benefit, Massachusetts has \$100,000, Rhode Island is based on a percentage of the PSOB, and Connecticut does not have one directly, but rather one for state employees. The committee has asked for this information so we are consistent with what goes on at the Federal level.

The State Fire Marshal's Office is coming up on its 60<sup>th</sup> year of existence. They are planning a celebration on Wednesday, October 10<sup>th</sup> at the State House. There will be displays and anyone wishing to present a display is welcome to participate. Anyone wishing to have a display, please e-mail the Fire Marshal's Office. At Noon on October 10<sup>th</sup> the Governor will be signing a proclamation for Fire Prevention Week and the recognition of their 60<sup>th</sup> year. Also, for the first time there will be both the Professional Fire Fighters of NH Pipes and Drums, and also the Police Association Pipes and Drums. They will march together around the State House and present the colors.

Fire news: Fire Marshal Degnan said he cannot comment on the on-going investigation into the Berlin fires.

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

#### **Forest Protection Bureau Report for September 6, 2007**

- In state fire statistics: 288 fires 158 acres
- Fire activity has been picking up in recent weeks with the extended dry spell. We have seen several lightning-caused fires, and fires have been burning deep.
- Out of state activity has been busy over the last few months. The Bureau has sent approximately 70 firefighters out to Quebec and various states so far this year, including three crews as well as a number of single resources.
- Our new training engine that will be housed at the Fire Academy is almost finished and ready to be put into service. It is currently having the lights and radio installed.
- We have approximately 90 firefighters signed up for our annual training weekend coming up on September 15<sup>th</sup> and 16<sup>th</sup>.
- We currently have four forest ranger vacancies due to a new position which we have been unable to fill, plus three retirements over the summer. We have already received several dozen applications.

- The Bureau's new Program Assistant started back on June 22<sup>nd</sup>. Her name is Jen Roy and she was previously the division's grant technician.
- The Volunteer Fire Assistance grant applications should be mailed out before the end of September. We have approximately \$36,000 in funds to be disbursed.
- New Hampshire hosted the annual Commissioner's meeting of the Northeast Forest Fire Protection Compact at Bretton Woods in early August. Approximately 50 people were in attendance. Most notable was the voting in of a new member to the Compact, Newfoundland-Labrador.
- Coming up in the end of September is a meeting of the NFPA's Technical Committee on Forest and Rural Fire Protection, which is the first time New Hampshire has hosted the meeting. Marty Carrier is the New Hampshire representative and both the Chief and the Director will be giving a presentation to the Committee on our state's wildland fire program.

Commissioner Simpkins also mentioned that they have gotten requests for PPE for the fire crews in Greece. It has also been asked if DRED would consider sending additional resources to Greece if the need arises. He said that is certainly a possibility.

Chair Duquette asked what the reason is for DRED's inability to find qualified people to fill the positions they have open. Commissioner Simpkins attributed it to several things. While they get many candidates, they lose some in the process. For instance, they lose some during the written exam, others during the physical. The ones that make it through the background check and polygraph exam don't always make it past either one of those.

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

**CURRICULUM STATUS REPORT**  
September 6, 2007

(a) **Driver/Operator:**

- (1) Pumps:
- (2) Aerial Apparatus:  
Still waiting to hear from the committee. No other programs will be approved at this point.
- (3) All Vehicle:

We are currently forming a visiting committee to review this program and bring it up to the NFPA standard. A report will be coming forthwith.

(b) **Hazardous Materials:**

Waiting for the new standard, will need a visiting committee this Fall.

(1) Operations:

(2) Technician:

(c) **Aircraft Rescue & Fire Fighting:**

(d) **NFPA 1030 Series:**

(1) NFPA 1031, Standard for Professional Qualifications for Fire Inspectors and Plan Examiners: Inspector II scheduled for late March to early April was a large class and went very well. Over 60 people in this program.

(2) NFPA 1033, Standard for Professional Qualifications for Fire Investigator is in the planning stage for delivery.

(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.

(2) Confined Space:  
A confined space trailer has been purchased from Mike Carrier of Merrimack Fire and is on campus at this time.

(3) Technical Rope Rescue:  
An Operational level of rope rescue TtT has been accomplished and This program is ready to be offered this month. A Rope Rescue Technician class is scheduled for early September. The first Operations class went well.

(4) Trench Rescue:  
A Trench Rescue class was completed in April.

(5) Water Rescue/Ice will be the next programs to be considered.

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

A Visiting committee is needed this Fall to view curriculum resources and the new NFPA Standard.

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

The fall class was cancelled due to low enrollment. A Spring class will be scheduled.

- (h) **NFPA 1041 Instructor:**  
A Instructor I course was completed in Manchester in July. Went very well. A course is scheduled for November in Exeter. Looking for final approval for this program. A Bridge course is planned for January or February.
- (i) **NFPA 1051 Wildland Firefighter:**  
Doing well at this point.
- (j) **C2F2**  
The new point system needs to be looked at, it is felt the 16 points need to go away and left at an amount of attempts. A discussion will follow in new business.
- (k) **ICS/NIMS**  
Starting to regionalize these programs for more effective and economical delivery.

### **Pro-Board Certifications, Standards and Year**

NFPA 1001, Firefighter I, 2002  
NFPA 1001, Firefighter II, 2002  
NFPA 1002, Driver Operator Pump & Aerial, 2003  
NFPA 1021, Fire Officer I&II, III&IV, 2003  
NFPA 1041, Fire Service Instructor I, II, III, 2002  
NFPA 1031, Fire Inspector I, 2003 and soon Inspector II  
NFPA 1003, Airport Firefighter, 2005  
NFPA 472, Hazardous Materials Operations, 2002  
NFPA 472, Hazardous Materials Technician, 2002  
NFPA 1006, Rescue series not yet accredited, 2003  
NFPA 1051, Wildland Firefighter, 2006

Chair Duquette asked if there was some issue with our 1041 Instructor I program not meeting the Tech School's requirements credits. Director Mason said no, that in fact the Tech School will be using our program now. Bureau Chief Rosolen also added that what we do is give the student credit for their Ed Meth, we allow them to take our Instructor I exam. If they pass, they get a certificate. If they fail the exam/challenge, then they have to take the course. Chair then asked if a student takes our Instructor I program here, does it meet the requirements for credit at the Tech School. Chief Rosolen said that he has no idea about that, but that Gary Courtney could probably answer that question.

**Item 5. Academy Awards.** Commissioner Carrier said that the Academy Awards Committee met to review nominations. The Committee consists of Commissioner Carrier, Commissioner Murdough and Commissioner Roediger. The following names have been put forth for awards: Peter Russell for the Award of Excellence, and the following for regular Academy Awards: Mark Lemay, Scott Carrigan, the Daniel Webster Council, BSA, Leland Kimball, Dennis Rosolen and Charlie Chalk. Congratulations to Dennis!!!

The next Commission Meeting will be November 1<sup>st</sup> at 3:00 p.m., followed by dinner at 5:30 and the Awards Ceremony at 7:00. This will be the twelfth year for the awards. Commissioner Carrier said that we need to make an effort to get the information about the Academy Awards out to the fire fighters and EMS people. This would help boost attendance.

**Item 6. Nominating Committee.** This committee was appointed for the purpose of nominating a Chair and Vice-Chair. On this Committee has been: Commissioner Hoglund, Commissioner Sykes and Commissioner Murdough. This should be taken care of for the November meeting.

#### **IV. REPORT OF THE DIRECTOR**

**Item 1. Director's Report #110.** The Director's Report #110 for September 6, 2007 was reviewed by Director Mason and was as follows:

##### DIRECTOR'S REPORT #110 September 6, 2007

I think rapid is too slow for the speed that this summer has past! Only 17 days until fall! We have been more active this summer than most.

1) Personnel

-Wanda Botticello has taken a position with the Department of Safety Human Resources Office.

-Brenda Marston has taken her place as Executive Secretary.

-Rick Haas formerly with the DOT-Bureau of Traffic has taken the Maintenance Supervisor position.

-Mike Schnyder is the new coordinator for the EMS Research Section. He was formerly with the National EMS Information Systems in Utah.

-Michelle Duchesne has taken a position with a non-state agency and her position has been advertised.

-Shawn Jackson of Milford Ambulance has accepted the Field Services position in Wilton vacated by Dave Dow.

2) Fire Station Addition

The addition is complete! We have expanded two bays on the fire station, however half the area will serve as a 2-story equipment storage area.

3) Fire Explorer Training Academy

For the past eleven years we have hosted the Fire Service Explorers Training Academy the last week in June. This year we had sixty participants and eleven completed Fire Fighter IA. It is a pleasure to see the future of the NH fire service.

4) Camp Fully Involved

Similar to the Explorer Academy we offered a “girls only” program for a week. The major difference was this one was a group of introductory events rather than certification modules. It was attended by fourteen girls from around New England. This was also great to watch!

5) 2007 Entrance Test

We are winding down the entrance test for this year. We received approximately 500 applications with close to that number attending the written. With about a 70% pass rate. Beginning today and into next week we are offering CPAT.

6) North American Fire Training Directors (NAFTD)

About 50 members of NAFTD will descend on Portsmouth on September 25<sup>th</sup> for this annual meeting. On September 27<sup>th</sup> they will bus to the Fire Academy for a tour and demonstrations, ending the day at Globe Manufacturing in Pittsfield.

7) NH Community Technical College

In addition to our normal FFI for the college we are offering a FFII this fall, with an enrollment of 22. Hopefully, this will work out and we can maintain this affiliation with the college.

8) Fire Rescue International in Atlanta

The annual FRI conference was in Atlanta last month. I attended and again served as a pre-conference presenter for the Chief Fire Officer program.

The 2<sup>nd</sup> Sunday in October every year is Fire Fighter’s Memorial Day in New Hampshire. Legislation was filed and sponsored by Ret. Capt. Al Weare (Seabrook). At 2:00 p.m. on October 14<sup>th</sup> at the Memorial site there will be a service. All are encouraged to attend.

Bureau Chief Phillips will not be attending the next Commission meeting. He will be honeymooning in Las Vegas. Congratulations to Jeff and Michelle!!!

## **VI. OLD BUSINESS**

Commissioner Pratt asked about the Sugar Hill letter. Director Mason said that there had been a meeting set up that only Chief Rosolen and Harry McGovern attended. He stated that as far as he is concerned it is a closed issue and was so even before he wrote the letter. Director Mason said that as Executive Officer of the Commission he will write the Chief a letter asking if he still has concerns.

## **VII. NEW BUSINESS**

**Item 1.** C2F2 – Capt. Anderson was in attendance to discuss the changes they wish to make to C2F2. Director Mason said that C2F2 has been an issue in the past and the Visiting Committee came back in November last year. Everything is fine, except one thing: skills review. There are 8 stations students must pass. They have 3 tries to pass each station, with the exception of one (Fire Fighter Down) which they have 4 tries to pass. Everytime they pass a station they get one point. There are 16 points in all. Based on discussion with the Committee, it was decided that the points system be done away with. It has also been suggested that they not have evolutions 2 days in a row. Break it up with classroom time in between, which will give the students time to work on their weaker points together. They would also like to have chiefs come for one day to the October C2F2 to observe. Chief Rosolen brought up the Orientation for the October C2F2 and said he made a point to let them know they need to be prepared for this class.

There was discussion of the pairings for C2F2 and how one person with better skills could hinder their partner. The skills evaluations sent to the chiefs are important in letting them know the students strong and weak points. Capt. Anderson sent a memo recommending that we use skill evaluations to provide a report card to their chiefs or respective departments, rather than a hard and fast pass/fail criteria. Capt. Anderson said that as the system is set up now a good partner can get weak partner through the program, or a weak partner can drag a stronger partner down. He said if we can come up with a way to do individual evaluations, it would work better.

Motion was made by Commissioner Pratt to keep the number of tries as they are and eliminate the points system. The motion was seconded by Commissioner Murdough and was passed by Chair Duquette. Motion passed unanimously.

**Item 2.** Chief Rosolen said we need to act on NFPA 1001 (FFII), 472 (Haz Mat Ops) and 1041 (Instructor). The standards are up this year. We will need to put together visiting committees to look at these programs. Director Mason said a medical physical will be the standard to take FFI. Also, we will need a liaison from the Commission on the Visiting Committee for Haz Mat Ops. It was suggested that Commissioner Burbank be the liaison.

Commissioner Williams wanted to know why, if a candidate who has taken either a promotional or written exam and failed and wants to review his test, he cannot review it. Chief Rosolen said the reason is because with certification/promotional testing, it is material the candidate should know by now. This rule has been in place for quite a while. However, this will be reviewed and reported on by the next meeting.

## **VIII. GOOD OF THE ORDER**

Commissioner Simpkins wanted to know where we stand on the updating of the Administrative Rules. Director Mason said we have one attorney taking care of the Administrative Rules and unfortunately they have taken a back seat at this time.

Committee of Merit – 6:30 p.m. on Wednesday, October 10<sup>th</sup>.  
Fire Standards Instructor of the Year, which was named for John T. Ayers will be named. Also, a brand new award is named the Peter J. Carver Fire Officer of the Year. Peter Carver and John Ayers developed both the assessment centers in NH and the company officer program.

Lastly, it has been a pleasure to have worked with Carl Roediger on Rotary and the Commission. We hope to maintain his position on the Commission.

Congratulations to Dennis on his nomination for an Academy Award!!!

## **IX. ADJOURNMENT**

**Motion** was made by Chair Duquette, seconded by Commissioner Carrier, to adjourn at 12:00. Motion passed unanimously.

Respectfully submitted,

Richard A. Mason, Director

Items distributed at meeting:

1. Agenda 09/06/07
2. Minutes of Meeting – 05/03/07 – Approved 06/07/07
3. Curriculum Status Report 09/06/07
4. Minutes of Meeting – 06/07/07 – Not Approved
5. Director's Report #110 – 09/06/07