

NEW HAMPSHIRE FIRE STANDARDS & TRAINING COMMISSION

Location: 98 Smokey Bear Blvd, Concord, NH
Mailing Address: 33 Hazen Drive, Concord, NH 03305
Telephone: 603-271-2661
Toll Free: 1-800-371-4503
Fax: 603-271-1091

MINUTES OF MEETING

January 3, 2008

(Approved March 6, 2008)

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

Members Absent: Joseph Butts, Earl Sweeney, Gary Stenhouse.

Others Present: *Division of Fire Standards & Training and Emergency Medical Services*—Dennis Rosolen, Bureau Chief; Jeffrey Phillips, Bureau Chief; Sue Prentiss, Bureau Chief; Denice McAdoo, Recording Secretary, Chief Frank Fraitzl, Milford FD, Chief Chris Christopoulos, Lebanon FD, Capt. Andy Anderson.

I. CALL TO ORDER

Item 1. Call to Order. The meeting of the New Hampshire Fire Standards & Training Commission was called to order by Vice-Chair Steve Carrier at 10:00 a.m. on Thursday, January 3, 2008 at the Richard M. Flynn Fire Academy, 98 Smokey Bear Blvd, Concord, NH.

The Pledge of Allegiance was lead by Chief Fraitzl.

II. APPROVAL OF MINUTES

Item 1. Motion was made by Commissioner Burbank, seconded by Commissioner Murdough, to approve the minutes of the November 1, 2007 Commission meeting. Before passing the motion, Commissioner Simpkins noted a correction needed to be made on page 5. He said his name had been left off on the nominating committee. Vice-Chair Carrier also noted that the nominations would be taken care of for the “November meeting” and should be “taken care of for the January 2008 meeting.” Also on page

8 under Old Business the paragraph should begin: “Chair Duquette.” On the same page under New Business, Item 1, the sentence: “The outcome was a motion to review....” Should read: “The outcome was to have the Academy staff review....” Motion passed unanimously with corrections.

III. CHAIR’S REMARKS

Vice-Chair Carrier wished everyone a Happy New Year. Welcome to Frank Fraitzl, Chief of Milford FD, who is stepping into the commission position of NH Fire Chiefs Association vacated by Carl Roediger, and also to Mark Tetreault (who was not present), Captain and Fire Marshal with Londonderry FD, who will be filling the position of the NH Fire Prevention Society vacated by George Sykes.

IV. COMMITTEE REPORTS

Item 1. Emergency Medical Services. Chief Prentiss gave her report. No written copy was available.

Item 2. Fire Marshal’s Office. Fire Marshal Degnan gave his report. No written copy was available.

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

Forest Protection Bureau Report for January 3rd, 2008

- In state fire statistics: 465 fires 212 acres
- In November after our last Commission meeting we sent a 20-person fire crew to the Cherokee national Forest in Tennessee, where they were put on stand-by for initial attack due to the extreme drought they were experiencing. The crew saw limited fire activity but had a very good trip. The crew received excellent reviews by their hosts on the National Forest.
- Of the well over 100 applications received for the forest ranger vacancies, approximately 92 made it through the first phase of certification. The last of those are taking the written exam today. Two PT tests have already been conducted, with more scheduled. The first round of interviews will be the week of January 14th.
- The Volunteer Fire Assistance grant committee met in early December. The Division received applications from 50 communities this year. The committee was able to award grants to 38 rural communities for a total of \$40,155.

- Two bills have been introduced that will impact the Forest Fire Service. HB 1410 would lower the minimum age to fight brush and forest fires to 16. HB 1607 would allow state employees to go out-of-state on fire and other emergency assignments without using annual leave. An LSR that has yet to become a bill would form a committee to study the feasibility of erecting a new fire tower on the top of Copple Crown Mountain in Brookfield.

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

CURRICULUM STATUS REPORT
January 3, 2008

(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 spring.

- (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 is now Pro-Board accredited.
- (2) NFPA 1033, Standard for Professional Qualifications for Fire Investigator is in the planning stage for delivery. A planning meeting is to take place in the near future.
- (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:
- (2) Confined Space: A class is scheduled for the spring.
- (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 is scheduled for either the spring or fall.
- (5) Ice Rescue – 2 classes are scheduled this winter.

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

A Visiting committee is needed this winter 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 is scheduled.

(h) **NFPA 1041 Instructor:**

An Instructor I course is scheduled for February in the Lakes Region. A Bridge course is planned for January.

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

Doing well at this point.

(j) **C2F2**

More discussion on the skills evaluation will be taking place.

(k) **ICS/NIMS**

Starting to regionalize these programs for more effective and economical delivery. An ICS 300/400 program was just completed that included a TtT. We are now able to offer these classes around the State.

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

Item 5. Academy Awards. Vice-Chair Carrier said the awards ceremony went very well and thanked everyone who helped. The Academy Awards Committee Report will be omitted from the agenda until the June 2008 meeting.

V. REPORT OF THE DIRECTOR

Item 1. Director's Report #112. The Director's Report #112 for January 3, 2008 was reviewed by Director Mason and was as follows:

DIRECTOR'S REPORT #112 January 3, 2008

Happy New Year, I believe this meeting is a record for earliest in the New Year, at least in the past 12 years!

1) Phone, E-mail, Address Changes:

Well when it rains, it pours. Since October we have had some changes. Our phone number is now 223-4200 (223-4220 Director's office); however 271-2661 will work for a while longer. We changed to Outlook for e-mail so our e-mails are: First.Last@dos.nh.gov and my e-mail is: Richard.mason@dos.nh.gov. Our mailing address remains 33 Hazen Drive; however our shipping address is now 98 Smokey Bear Blvd. I guess we can purchase new business cards!

2) Instructor Bridge Class:

We are seeing an increase in those certified at Emergency Services Instructor I who want to bridge to Instructor III. This 40-hour program is beneficial to be an EMS Instructor Coordinator, Fire Officer IV, and to become a senior staff instructor. We are offering this program later this month.

3) Tool & Training Equipment Crib

The new equipment storage facility at the fire station is nearing completion. Shelving and other set up items are almost complete. This will give us one-stop equipment pick-up. The only tools not at this site will be those with gasoline motors.

4) Assistance to Firefighter Act Workshop

The middle two weeks in February will be our annual workshops to assist with the development of grant applications. These will be offered by Bob Waters of FEMA. I will once again be the presenter.

5) Gearing up for Spring

We have numerous classes in line for spring. The 11-week Recruit School applications will be accepted starting Friday. Spring is usually the busiest time of year for the Academy.

VI. OLD BUSINESS

Item 1. Driver Operator/All Vehicle – this was voted on and the committee decided to go with Volunteer Fire Insurance Services (VFIS) program, which is more flexible and economical in terms of training instructors. The hours are pretty much the same for classroom and field time. The NFPA driving requirements would be met at the individual department with the chief signing off on required practicals. Hopefully, the new program will be ready for a spring debut. Motion was made by Commissioner Burbank to go forward with the new DO/AV program and was seconded by Vice-Chair Carrier. The motion passed unanimously.

Item 2. C2F2 – A report was presented by Bureau Chief Rosolen and Captain Anderson:

Response to the Summary of Issues for Consideration by the
Fire Standards and Training Commission Related to C2F2

1. The skills in the skills evaluation in question are being reviewed to mirror Firefighter I & Firefighter II skills the candidates were exposed to only. The Firefighter down

and 21/2” standpipe evolutions are to be removed and replaced with a search and rescue and 1 ½ “ standpipe evolution that are more in line with the FFI & FFII skills taught in those certification programs.

2. In reviewing the purpose of the skills evaluation process in the beginning of C2F2 it is necessary to keep in mind the intent of this process, i.e. the candidate having the basic skills necessary to perform the required duties of a full time firefighter. Changing from consecutive days such as Monday and Tuesday to Monday and Wednesday to evaluate the candidate thus giving a day off from physical activity and some time to reflect the scenarios should prove beneficial. Keeping the evaluations more in line with FFI and FFII skills and not beyond the expected criteria would provide an improved evaluation process and more realistic picture of the candidate’s abilities. The candidate will be evaluated individually rather than as a part of a team. The final written and practical exam will reflect the course content rather than a rehash of the skills evaluation. A written report will be sent to the Department Chief and or Training Officer during and after the program. Critical criteria sheets will reflect the skills tested as an individual. Points and unlimited number of attempts will be removed; two attempts on Monday with two more on Wednesday in each evolution for success, after that the candidate will fail.
3. The orientation program will take place six weeks before the course begins. Skills review sheets and course information packet will be distributed to the candidate as well as the Department Chief and or Training Officer. The Department Chief and or Training Officer will be invited to this orientation and during the skills evaluation session. An overview of the skills will be given and a tour of the drill ground to see how the skills will look and need to be performed will take place.
4. The Firefighter Down skills evaluation will be eliminated and replaced with a more realistic search and rescue evolution geared toward the candidates FFI & FFII skills taught.
5. A Train the Trainer will take place this Winter or early Spring to instruct the evaluators how to evaluate the candidate according to the intended standard set up to provide more consistency in this process.
6. With the new standard now coming into place for firefighter professional qualifications emphasis will be placed on time devoted to the required practical skills for certification in all programs on and off campus.
7. An evaluation of Training Manikins versus Hose Dummies for training and evaluation will be reviewed as to provide a more appropriate and realistic learning and testing experience.
8. Continuance of a candidate who has failed the skills evaluation in the beginning of the program will be reviewed on a case by case basis.

9. The current C2F2 program outside the skills evaluation in the opinion of the Academy Staff does reflect the goal statement of the March 28, 2003 report, “to provide the firefighter with the occupational and social skills necessary to be a full time career firefighter”. It is the skills evaluation objective of this course that is in question and by aligning the skills to be evaluated to the expectations of FFI and FFII objectives should eliminate this issue.
10. As mentioned earlier in this report items b and c of the November 30, 2006 document will be revised to reflect the concerns and recommendations of the October 26, 2007 concerns and recommendations presented by Chief’s Murray, Christopoulos, et al.

Discussion of the C2F2 program followed. Chair Duquette brought up the question of whether C2F2 should become a pre-hire requirement, the decision was that no action would be taken at the present time.

Item 3. Commission elections – Nominating Committee made two nominations: David Duquette – Chair and Stephen Carrier – Vice-Chair. Motion made by Commissioner Murdough; seconded by Commissioner Pratt. The motion passed unanimously.

VII. NEW BUSINESS

Item 1. Two requests for extensions for C2F2. One from Moultonborough FD and the other from Hampton FD. Motion was made to grant these extensions by Commissioner Burbank and seconded by Commissioner Degnan. Motion passed unanimously.

Item 2. Letter sent by Capt. Klose of Bedford FD brought forth by Commissioner Burbank. The letter is a request to bring certain information before the Commission. Discussion was tabled until the next Commission meeting.

VIII. GOOD OF THE ORDER

Chair Duquette mentioned that he was pleased to see Bureau Chief Prentiss present and in good health prior to a bad car accident. Sue and Phoebe were both wearing seat belts and suffered no serious injuries, thank goodness!!

IX. ADJOURNMENT

Motion was made by Chair Duquette, seconded by Vice-Chair Carrier, to adjourn at 11:45 a.m. Motion passed unanimously.

Respectfully submitted,

Richard A. Mason, Director

Items distributed at meeting:

1. Agenda 01/03/2008
2. Minutes of Meeting – 09/06/07 – Approved 11/01/07
3. Curriculum Status Report 01/03/08
4. Minutes of Meeting – 11/01/07 – Not Approved
5. Director's Report #112 – 01/03/08