

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

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### **MINUTES OF MEETING**

**May 5, 2011**

*(Approved)*

Members Present: Stephen Carrier, William Degnan, George Klauber, Jason Lyon, Mark Tetreault, Michael Brown, Joseph Butts, Kevin Pratt and David Lindh.

Members Absent: Edward Murdough, Earl Sweeney, Al Burbank, Brad Simpkins and John Hoglund.

Others Present: *Division of Fire Standards & Training and Emergency Medical Services*—Perry Plummer, Director, Dennis Rosolen, Bureau Chief; Jeffrey Phillips, Bureau Chief; and 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 Carrier at 10:25 a.m. on Thursday, May 5, 2011 at the Richard M. Flynn Fire Academy, 98 Smokey Bear Blvd., Concord, NH.

The Pledge of Allegiance was lead by Commissioner Lyon. Chair Carrier asked for a moment of silence in observance of the passing of Chief “Red” Dolloff (Ret.) who died May 1<sup>st</sup>.

#### **II. APPROVAL OF MINUTES**

**Item 1. Motion** was made by Commissioner Lindh, seconded by Commissioner Klauber to accept the minutes of the March 3, 2011 meeting. Motion passed unanimously.

**Motion** was made by Commissioner Pratt, seconded by Commissioner Lyon to accept the minutes of the special meeting of March 11, 2011. Motion passed unanimously.

### III. CHAIR'S REMARKS

Chair Carrier welcomed the new Director Perry Plummer.

### IV. COMMITTEE REPORTS

**Item 1. Emergency Medical Services.** Commissioner Tetreault gave his report. No written report was submitted.

**Item 2. Fire Marshal's Office.** Fire Marshal Degnan gave his report. No written report was submitted.

**Item 3. Forest Protection Bureau.** Commissioner Simpkins was absent. No report was submitted.

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

#### CURRICULUM STATUS REPORT May 5, 2011

- (a) **Driver/Operator:**
  - (1) Pumps:  
A visiting committee will soon meet to look at this program.
  - (2) Aerial Apparatus: The new program has good reviews thus far.
  - (3) All Vehicle:
- (b) **Hazardous Materials:**
  - (1) Train the Trainers are being scheduled at this time for Technician.
- (c) **Aircraft Rescue & Fire Fighting:**
- (d) **NFPA 1030 Series:**
  - (1) NFPA 1031, Standard for Professional Qualifications for Fire Inspectors and Plan Examiners.  
A visiting committee is reviewing these programs.\*\*
  - (2) NFPA 1033, Standard for Professional Qualifications for Fire Investigator
  - (3) NFPA 1035, Standard for Professional Qualifications for Public Fire and Life Safety Educator
- (e) **NFPA 1006 Rescue Series:**
  - (1) Structural Collapse:
  - (2) Confined Space:
  - (3) Technical Rope Rescue:
  - (4) Trench Rescue:
  - (5) Ice Rescue:

A needs assessment has been completed by a survey with a return of over 60 responses, Vehicle and Heavy Machinery seems to be the next level to pursue with Water Rescue next there were none others really desired.\*

\* Vehicle and Heavy Machinery Extrication is on hold due to cost of equipment and resources at the present. We have been in discussions with Lifesaving Resources, (Gerry Dworkin) for water rescue programs to utilize his classes and test his students for certification. A crosswalk is currently under way to make sure that these programs meet the NFPA standard.

- (f) NFPA 1001 Firefighter I and Firefighter II
- (g) NFPA 1021 Fire Officer\*\*
- (h) NFPA 1041 Instructor\*\*
- (i) NFPA 1051 Wildland Firefighter
- (j) ICS/NIMS

\*\* Programs that are considered for on-line learning to be able to offer more programs in the future.

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

NFPA 1001, Firefighter I, 2008  
NFPA 1001, Firefighter II, 2008  
NFPA 1002, Driver Operator Pump & Aerial, 2009  
NFPA 1021, Fire Officer I&II, III&IV, 2009  
NFPA 1041, Fire Service Instructor I, II, III, 2007  
NFPA 1031, Fire Inspector I & II, 2007  
NFPA 1003, Airport Firefighter, 2010  
NFPA 472, Hazardous Materials Operations, 2008  
NFPA 472, Hazardous Materials Technician, 2008  
NFPA 1006, Rescue series not yet accredited, 2008  
NFPA 1051, Wildland Firefighter, 2007

## **V. REPORT OF THE DIRECTOR**

**Item 1. Director's Report #1.** The Director's Report #1 for May 5, 2011 submitted by Director Plummer was in everyone's packets and was as follows:

**Director's Report**  
**#1**  
**May 5, 2011**

With about a week and a half under my belt I am quickly getting up to speed on many topics. First and foremost, Bureau Chief Jeffery Phillips should be commended for an OUTSTANDING JOB as the Acting Director. In fact, the entire staff should be recognized for their hard work and extra effort over the past three months. Not only has the Division continued to operate since Director Mason's retirement but has even progressed in a few areas.

**Director First Week**

The entire Division staff has been wonderful in getting me acclimated. I am in the middle of meeting with each fulltime employee individually. The discussions have focused around getting to know the employee personally, understanding their job functions, uncovering their frustrations (if any) and seeing where improvement might be made. All employees have been open, honest and extremely upbeat.

The existing budget was reviewed and projections established to ensure a smooth year-end transition. I am happy to report the budget is exactly where it should be and is another testament to the job Chief Phillips has done over the past few months.

The two Field Captains presented a working draft of a presentation to the Director and all the Chief Officers on the fire side. This presentation is being made to various fire groups in an effort to make our customers more aware of the services the Fire Academy offers. I recommend we put this program on the Commission agenda for the next meeting. This would ensure that the Academy staff is on the same page as the Commission.

Three training sessions/meetings have been scheduled for all division supervisors. These three hour sessions are designed to provide supervisor and leadership training, increase communication, and solicit feedback as well as layout supervisory expectations.

One of our goals is to solicit as much feedback from our customers as possible. Pursuant to this goal I attended a meeting with approximately 60 Fire and EMS responders from the North Country. Commissioner Barthelmes, all three Bureau Chiefs as well as North Country Field Captain Nick Antonucci also attended this meeting. Many concerns were expressed and I would classify this meeting as very productive. I also attended the Lakes region Fire Chief's breakfast and received additional feedback. A very impressive demonstration on a new suppression agent called "Cold Fire" was conducted.

This past weekend I attended the 11<sup>th</sup> Annual Central NH EMS Conference in Sunapee. Kudos to the organizers on a great conference. Once again I was able to obtain quality feedback about services the Division offered.

In addition to the numerous programs the Division ran/hosted over the past two weeks the Academy hosted the Assistant Commandant of the Marines (the number two person in the entire Marine Corps). General Joseph Dunford, Jr. conducted a presentation on leadership for the Department of Safety's upper staff. A special thanks for State Police Captain Chris Colletti for arranging this informative presentation.

### **EMS Items of Interest**

The Bureau of EMS is beginning the process of licensing wheel chair vans. This necessitated my meeting with the Division's legal counsel to ensure a state law and the Bureau's Administrative rules were synonymous.

A proposal to eliminate the practical test for EMT Basic will be presented to the Medical Coordinating Board at their next meeting.

### **VT Yankee Graded Exercise**

The Division participated in the VT Yankee graded exercise the past two days. This participation spanned both bureaus as the Bureau of EMS provided a representative in the EOC while Academy staff provided logistical support.

### **Dedicated Funding**

There is no subject more important than our dedicated funding. The "Fire Fund" has to be constantly monitored to ensure its long-term sustainability. Our greatest concern is that money will be removed from the Fire Fund to fill the state budget gap. This has been done in the past. Although we do not have confirmation that this may happen we will continue to monitor the situation and alert the Commission of any changes.

### **Academy Security System**

Specifications for a new security system have been written, sent to purchasing, and will soon be sent out to bid. The new system will be a swipe card type system.

### **Class A trailer**

The suspension on the Class A mobile prop has been replaced. This will allow for a smoother ride thereby allowing for less wear and tear during over the road travel. In the past this prop was unavailable during the winter months where roads were problematic. The new suspension allows for year round use of this prop.

Director Plummer also reminded everyone about Rick Mason's retirement party, which is Saturday, May 14<sup>th</sup> at 6:00 p.m. at the Grappone Conference Center in Concord. The deadline has passed, but you can still submit your reservation and payment if done ASAP.

**VI. CORRESPONDENCE**

Nothing to bring forward.

**VII. OLD BUSINESS**

Nothing to report.

**VIII. NEW BUSINESS**

**Item 1.** Chair Carrier reminded everyone of the June 2nd meeting, which will be at 3:00 p.m. followed by dinner and the Public Hearing at 6:30 p.m.

**Item 2.** Chair also mentioned that it is not too early to be thinking about the Academy Awards in November. Nominations need to be considered and the committee will need to meet maybe before the June Commission meeting.

**IX. GOOD OF THE ORDER**

Nothing to report.

**X. ADJOURNMENT**

***Motion*** to adjourn the meeting at 11:50 a.m. was made by Commissioner Degnan and seconded by Commissioner Pratt. Motion passed unanimously.

Respectfully submitted,

Perry Plummer, Director

Items distributed at meeting:

1. Agenda 05/05/11
2. Minutes of Meeting – 03/03/11 – Not Approved
3. Curriculum Status Report 05/05/11
4. Director's Report #1 – 05/05/11