

**NH Fire Standards and Training Commission****MEETING MINUTES** (Approved)**September 7, 2023**

9:30AM – **Dormitory Building, Classroom 5 & 6**

Please note the changes in the agenda in bold red.

**FST Commission members present:**

Jeffrey Beard, Allan Clark, Don DeAngelis, Robert Field, Frank Fraitzl, Neil Irvine, Steven Lavoie, Ron Sebastian, Jason Smedick, Sean Toomey, Eric Wilking

**FST Commission members not present:**

Steven Sherman, Christina Wilson

**Division of Fire Standards and Training & EMS Staff:**

Justin Cutting, Jeff Phillips, Max Dodge, Crystal Tuttle

**Guests present:**

Wayne Grudzein

**I. CALL TO ORDER**

**Item 1.** The meeting was called to order at 9:30AM. Followed by the Pledge of Allegiance.

**Item 2.** Chair Wilking announced the vacancy for Fire Instructors and Officers Association, and Wayne Grudzein's nomination is with Governor and Council.

**APPROVAL OF MINUTES**

**A motion was made (Irvine/ DeAngelis) to approve the May 4, 2023 minutes as written. All in favor. None opposed.**

**II. REPORTS**

**Item 1.** Questions/comments regarding reports (Division, EMS, CB, FMO, Forest Protection, Curriculum).

- Division Report- Full time instructor positions have been approved and posted.
- FMO-
  - Progress on staffing fire investigators continues.
  - A hearing will be held on September 20, 2023 for the 2021 NFPA 1 and NFPA 101 updates.
  - The foam take back program has run into delays.
  - Fire Prevention week is upcoming.
  - Inquiries for residential sprinklers in 3 and 4 family dwellings continue, and a stakeholder group is being put together to discuss options for affordable housing.

- FMO working on gathering consistent information regarding ion lithium battery fires.
- Forests and Lands- Nothing to Report
- Coordinating Report-
  - Protocols were reviewed and approved. EMR scope of practice will be reviewed in the next cycle, as concerns were raised.
  - Recruitment and Retention issues for EMT's ongoing.
  - Educational Training Rules moving through the JLCAR process.

**Item 2. Waiver Report-**

- Waivers approved for Scott Cathy, James Chapin, and Danny Gerlack.

**Item 3. Legislative Report –**

- Filing for LSR's- House from September 11, 2023 to September 15, 2023, and the Senate filing begins on September 28, 2023.
- Discussion about possible LSR for official apparatus license plate redesign.

**Item 4. Metrics Report-**

- FF II written exam metrics were reviewed. Staff monitor and investigate changes for areas of additional focus.

**IV. SUB-COMMITTEES****Item 1. Administrative Rules Sub-Committee**

- Scheduled to meet on September 20, 2023, to review administrative rules pertaining to revocation and suspension.

**Item 2. Curriculum Review Sub-Committee**

- Committee met on August 15, 2023, discussed seating visiting committees.

**Item 3. Visiting Committees**

- NFPA 1006- Technical Rescue- Ropes Awareness, Operations, Technician- Previous curriculum was not accredited, the new program consists of an 8-hour single-day Awareness course, a 40-hour Ropes Rescue Operations course, and a 40-hour Technician course.
  - **A motion was made (Fraitzl/Field) to approve the NFPA 1006 Technical Rescue- Ropes Awareness, Operations, and Technician curriculum. All in favor. None Opposed.**
- NFPA 1021- Fire Officer III & IV- On hold until Division is appropriately staffed.
- NFPA 1033- Fire Investigator- The visiting committee requested an additional 8 practical hours for this course based on student feedback.
  - **A motion was made (Field/Toomey) to establish a public comment period to add this change to the current curriculum. All in favor. None opposed.**
- NFPA 472- Hazardous Materials- Awareness & Operations
  - The curriculum committee was authorized to seat a visiting committee. The available HazMat cadre was not big enough to support the delivery of this course. The IAFF offered to partner with the Division at no cost to deliver this curriculum with no seating limitations based on department

type. Director Cutting would like to use this as a bridge until the Division can appropriately staff HazMat in the future.

- The visiting committee will seat 7 members with one alternate to review awareness and operations. The members will be Guy Newbury, Brian Wade, Jim Richardson, Scott Hunter, Jim Sylvan, Steve Solomon, Gary Courtney, and alternate Tillis Rendleman.
- **A motion was made (DeAngelis/Irvine) to accept the partnership with IAFF to teach hazardous materials at the Division. All in favor. None opposed.**
- Assistant Director Phillips clarified that this certification will not be a Commission issued certificate but will be accepted as an equivalent.
- Rob Field volunteered to be the FST Commission representative for Instructor III.
- NFPA 1041- Fire and Emergency Services Instructor- Instructor III
  - Max Dodge gave a presentation that clarified Instructor III questions and made very minor modifications.
  - **A motion was made (Fraitzl/Field) to accept the one-year review of this course with the clarification of the curriculum, with minor changes. All in favor. None opposed.**

## V. OLD BUSINESS

**Item 1.** State Fire Instructor Continuing Education Program Policy- The Division was seeking to memorialize the process that has been in place at the Division for over 20 years. Online continuing education is available, and Max Dodge has created 8 courses coming soon. A discussion was held on what is acceptable as continuing education, the definition of a course, and time limits to obtain this education. The administrative rules sub committee can look at this policy and the rules and recommend clarification.

**A motion was made (Irvine/Beard) to accept the ratification of the State Fire Instructor Continuing Education Program Policy as presented, with the recommendation that this be reviewed by either the administrative rules sub-committee or the curriculum review sub-committee for clarification. All in favor. None opposed.**

## VI. NEW BUSINESS

**Item 1.** Curriculum and Online Program Update- Presentation by Max Dodge.

**Item 2.** FST Awards Sub Committee- Discussion was held on candidate for the Committee of Merit awards ceremony.

- **A motion was made (Fraitzl/Sebastian) to approve Commissioner Robert Quinn as the recipient of the 2023 Academy Award. All in favor. None opposed.**

**Item 3.** FF I and FF II Modular Delivery- The Division has designed these modules to efficiently enable State Fire Instructors to deliver modules in accordance with administrative rules.

**VII. GOOD OF THE ORDER**

- Annual FST elections will be held in November, interested parties for Chair and Vice Chair of the FST Commission should submit names to the nominating committee before the November 2<sup>nd</sup> meeting.

**VIII. ADJOURNMENT**

**A motion was made (Field/ Smedick) – to adjourn the meeting at 11:36 am, passed unanimously.**

**NEXT MEETING: November 2, 2023**

(Minutes Respectfully Submitted by Crystal Tuttle)