

**NH Fire Standards and Training Commission****MEETING MINUTES** (Approved)**September 1, 2022**

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

Please note the changes in the agenda in bold red.

**FST Commission members present:**

Robert Buxton (Chair), Allan Clark, Robert Field, Frank Fraitzl, Sean Toomey, Ron Sebastian, Richard C. Bailey Jr., Kerry LeBlanc, Steven Sherman, Neil Irvine, Jason Smedick, Eric Wilking

**FST Commission members not present:**

William Campbell, Jeffry Beard

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

Director Justin Cutting and Assistant Director Jeffrey Phillips

**Guests present:** None Present

**I. CALL TO ORDER**

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

**Item 2.** Membership

- Chair Buxton announced his resignation from the FST Commission, as he has been appointed the new Director of New Hampshire Homeland Security and Emergency Management. The Chiefs Association will be meeting on September 7<sup>th</sup> to discuss the vacancy.
- The Attorney General's office has been contacted, the division is waiting on a response for a candidate.
- Director Cutting introduced Jay Lewis who is the curriculum administrator at the division.

**I. REPORTS**

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

**A motion was made (Field/Irving) to accept reports as written. One abstention, all in favor.**

**Item 2.** Waiver Report – None to report

**Item 3.** Legislative Report – Reported by Director Cutting

- Director Cutting shared that SB 357 relative to mental health training for first responders, which requires that all first responders complete mental health training before they are

hired and on an annual basis, and available to retirees. The division currently has training titled Stress in Emergency Services, which the Director feels meets the requirements of this bill. Director Cutting is working with Director Scippa of the State Police and DHHS to explore creating a program that addresses mental health for all relevant parties. The training would be about an hour available online.

## II. APPROVAL OF MINUTES

**A motion was made (Irving/ Field) to approve the minutes with the correction to a motion made in Item 5, to include all in favor, from the June 6, 2022 meeting minutes. None opposed. Two abstentions.**

## IV. SUB-COMMITTEES

**Item 1.** Administrative Rules Sub-Committee -Reported by AD Phillips.

- No meeting recently. The committee will be waiting on the replacement for the Attorney General or designee position. Chair Buxton's position will also need to be filled. Director Cutting provided the list of sub committees to see who would like to fulfill what roles.
- The recruitment and retention committee report will be available soon.

**Item 2.** Curriculum Review Sub-Committee - Reported by Commissioner Clark & AD Phillips

- Meeting was held on September 1, 2022 before the FST meeting. The committee has approved the written comment period to open through November 1, 2022 for public comment on the proposed changes to the following curriculums:
  - NFPA 1002 2017, Driver Operator All Vehicle
  - Overview of changes:
  - This curriculum revision includes the following changes due to the omission coverage of section 4.4 of the NFPA 1002 2017 edition.
  - Addition of the Firefighter I textbook Chapter 3, Fire Department Communications
  - Addition of the completion online content of Firefighter I, which covers the Fire Department Communications.

**A motion was made (Clark/Fraitzl) to accept the changes as presented. All in favor.**

- NFPA 1006- Technical rescue will hold a meeting at the end of September.
- NFPA 1021- Fire Officer III & IV had a meeting August 11<sup>th</sup> and assigned tasks, a timeline of objectives and reviewed publishers and texts. The second meeting was to be held September 1, 2022 at 1:00 P.M.

## V. OLD BUSINESS

**Item 1.** Ongoing projects- Burton Facility

- Work has continued with the architect, plans were shared with staff to gather input and the architect will now incorporate that feedback into newer plans. AC Bailey commented that cost estimates are widely varied, and so this is presenting a challenge.

**Item 2.** Medical release policy has been drafted and signed, and made public.

## **VI. NEW BUSINESS**

**Item 1.** Committee of Merit Awards ceremony on September 18, 2022 at the Capitol Center for the Arts. The Commissioner has declared a LODD for Jeffrey Whitcomb, who will be honored at this ceremony.

**Item 2.** A 9/11 ceremony will be held at the Concord campus at 10 a.m. on Sunday, September 11<sup>th</sup>.

**Item 3.** A Firefighters Memorial Service will be held on September 24, 2022

**Item 4.** The Chair and Vice Chair positions on the committee will be up for re-election, so anyone interested should submit their resume and cover letter to Crystal, and Commissioner Fields will be notified to schedule a nominating committee meeting in November, to become effective in January. Vacancies on the standing committees should be addressed at this time as well.

## **VII. GOOD OF THE ORDER**

- The Commission thanked Chair Buxton for his service to the commission, and congratulated him on his new role.

## **VIII. ADJOURNMENT**

**A motion was made (Sebastian/ Fraitzl) – to adjourn the meeting at 10:10 AM, passed unanimously.**

**NEXT MEETING: November 3, 2022 at 9:30 AM – Classrooms 5 & 6- Dormitory Building**

(Minutes: Crystal Tuttle, Administrative Assistant)