

**NH Fire Standards and Training Commission****MEETING MINUTES (Approved)****June 4, 2020**

9:30AM **Telephonically**

Richard M. Flynn Fire Academy

98 Smokey Bear Boulevard

Concord, NH 03301

**Action items are in bold red.**

**FST Commission members present:**

Jeremy Thibeault (Chair), William Campbell, Justin Cutting, Robert Field, Jason Greene, J. Michael Joyal, Kerry LeBlanc, Paul Parisi, Perry Plummer, Steven Sherman, Nancy Smith, and Eric Wilking **(12)**

**FST Commission member not present:**

Robert Buxton (Vice Chair), Allan Clark, and Ashley Frame **(3)**

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

Director Deborah A. Pendergast, Assistant Director Jeffrey Phillips, Chief Nick Mercuri, Chief Doherty, Chris Wyman and Hayley O'Brien **(6)**

**I. CALL TO ORDER**

**Item 1.** The meeting was called to order at 9:32AM. Chair Thibeault read the "Checklist to Ensure Meetings are Compliant with the Right-To-Know Law during the State of Emergency" then Hayley did a rollcall attendance.

**Item 2.** Members were made aware there are no expirations for the remainder of the year.

- Welcomed Jason Green representing NH Fire Prevention Society and Robert Field representing NH Permanent Firemen's Association.

**II. REPORTS**

**Item 1.** Questions/comments regarding reports

(Division, EMS, CB, FMO, Forest Protection, Curriculum)

- CB minutes are posted online for members to review. No questions or comments on any reports.

**Item 2.** Legislative Report

- Nothing to report.

**III. APPROVAL OF MINUTES**

**A motion was made (Wilking/Plummer) - to approve the minutes for the March 5, 2020 meeting;** passed unanimously.

|           |         |
|-----------|---------|
| Campbell  | Yes     |
| Cutting   | Yes     |
| Field     | Yes     |
| Greene    | Yes     |
| Joyal     | Abstain |
| LeBlanc   | Yes     |
| Parisi    | Yes     |
| Plummer   | Yes     |
| Sherman   | Yes     |
| Smith     | Yes     |
| Thibeault | Yes     |
| Wilking   | Yes     |

#### IV. SUB-COMMITTEES

**Item 1.** Administrative Rules Sub-Committee (Reported by Commissioner Smith)

- No meeting, nothing to report.

**Item 2.** Curriculum Review Sub-Committee (Commissioner Clark absent, reported by Chair Thibeault)

- Will discuss in Visiting Committee section of the agenda.

**Item 3.** Visiting Committees:

- **Haz Mat NFPA 1072** – (Commissioner Buxton absent, reported by AD Phillips)  
Slowly proceeding with this program. Program Coordinator, Jeff Allison has been tasked with gathering all the details for the next time the Committee is able to meet so that this program can move forward.
- **Firefighter NFPA 1001** – (Reported by Chair Thibeault)  
Visiting Committee has completed their work and has voted on a recommendation to give to the Curriculum Committee. The Curriculum Committee was scheduled to meet this week, but a lot of information was given to them with not enough time to review it all. Chair of the Curriculum Committee, Commissioner Clark cancelled the meeting and felt an in person meeting is more appropriate. Commissioner Clark requested that the Visiting Committee creates a formalized report instead of the series of documents they were given. Chair Thibeault stated he will be working with AD Phillips to create this report for the Curriculum Committee.
- **Airport Firefighter NFPA 1003** - (Reported by AD Phillips)  
This can be removed from the agenda.

- **Technical Rescue NFPA 1006** – (Reported by AD Phillips)  
Nothing to report. Due to COVID-19 this will need to be revisited.
- **Fire Officer NFPA 1021** – (Reported by AD Phillips)  
Program Coordinator Tim Robinson retired last month, the Division is looking to fill this position. Hoping to get the Visiting Committee announced and seated within the upcoming months. The standard for this has been produced. Due to COVID-19, this will be revisited.
- **Instructor NFPA 1041** – (Reported by AD Phillips)  
Instructor I is almost complete. The VC is looking at moving Instructor II and III to an online, self-paced program, rather than an in-person delivery program. The VC is looking at a project based curriculum. Due to COVID-19, this will be revisited.

## V. OLD BUSINESS

**Item 1.** Fire Investigator Program Report (Reported by AD Phillips, Chief Doherty & Chris Wyman)

AD Phillips reported that this program was adopted over 2 years ago and 2 programs have been run. A report and any suggested modifications were to be brought back to the Commission to discuss how the delivery of this program went. Chief Scott Doherty provided the Commission with a report on the Fire Investigator Program is the only state to offer this ProBoard certified program. A total of 31 students, representing 28 agencies. 4 of these agencies were Call departments and the rest were Career, including a Chief from FDNY. This program is approximately 80 hours, including 56 hours of online learning. Suggests keeping the minimum of 12 students and a maximum of 16. To obtain ProBoard certification, students must successfully complete all assignments, pass 13 practical skills stations and pass the final written exam of 100 questions. The recommendation provided to the Commission is to remove Skill Sheet 12 from the Grand Jury Phase to individual testing.

**A motion was made (Parisi/Joyal) - to accept the report and approve the proposed change for testing in Fire Investigator;** passed unanimously.

|                  |            |
|------------------|------------|
| <b>Campbell</b>  | <b>Yes</b> |
| <b>Cutting</b>   | <b>Yes</b> |
| <b>Field</b>     | <b>Yes</b> |
| <b>Greene</b>    | <b>Yes</b> |
| <b>Joyal</b>     | <b>Yes</b> |
| <b>LeBlanc</b>   | <b>Yes</b> |
| <b>Parisi</b>    | <b>Yes</b> |
| <b>Plummer</b>   | <b>Yes</b> |
| <b>Sherman</b>   | <b>Yes</b> |
| <b>Smith</b>     | <b>Yes</b> |
| <b>Thibeault</b> | <b>Yes</b> |

|         |     |
|---------|-----|
| Wilking | Yes |
|---------|-----|

## VI. NEW BUSINESS

**Item 1.** Nomination for Commission seat on the EMS Coordinating Board

No other parties, other than Chair Thibeault expressed interest.

**A motion was made (Cutting/Parisi) - to reappoint Jeremy Thibeault as the representative to the Coordinating Board;** passed unanimously.

|           |     |
|-----------|-----|
| Campbell  | Yes |
| Cutting   | Yes |
| Field     | Yes |
| Greene    | Yes |
| Joyal     | Yes |
| LeBlanc   | Yes |
| Parisi    | Yes |
| Plummer   | Yes |
| Sherman   | Yes |
| Smith     | Yes |
| Thibeault | Yes |
| Wilking   | Yes |

**Item 2.** Review of Current Committees

Thibeault proposed removing Commissioner Clark from Academy Awards due to all the other Committees he is currently on. Chair Thibeault was added onto the Administrative Rules Committee. Commissioner Cutting stepped down from the Curriculum Review Committee and Jason Greene was added. Paul Parisi replaced Andre Parent's position on the Hiring Practices Committee. Hayley O'Brien will send out the updated Committee list with the minutes.

## VII. GOOD OF THE ORDER

**Item 1.** Commissioner Smith provided the Commission with information pertaining to the Administrative Law Training that is coming up. It will be separated into two days (Fridays) for half days using Webex. This is for anybody who is on State Commission and Board members to attend.

**Item 2.** Director Pendergast briefly reported out on what the Divisions reopening plan is going to look like. Senior Staff and Captains have spent time looking at when can we reopen, what will this look like, what are the priority programs? June 24, 2020 the Division is looking at bringing the LRCC FFII class to be the first 18 students brought back, this class is 2/3 of the way through their program. Social distancing and proper PPE will be required. 2 weeks after the first class,

LRCC FFI and the evening Epping FFII program will be brought back. Continuing this 2 week wait period to properly bring back students. A schedule is in the works for programs that will be run through the summer. The Division received some guidance from the IAFF on what the CPAT test would look like during this time. A plan is being discussed to ensure the test can be run the same, but administered safely. Dates have not been decided for when the CPAT test will run, but the Division is looking around the 3<sup>rd</sup> week in July.

**Item 2.** Thank you to everyone for coming together during this unprecedented time and making this meeting possible!

### **VIII. ADJOURNMENT**

**A motion was made (Joyal/Parisi) – to adjourn the meeting at 10:30 AM,** passed unanimously.

**NEXT MEETING: September 3, 2020 at 9:30 AM**

(Minutes: Hayley O'Brien, Administrative Assistant)