

**NH Fire Standards and Training Commission****MEETING MINUTES** (Approved)**November 8, 2018**

10:00AM

Richard M. Flynn Fire Academy, Classrooms 5 & 6, Dormitory  
98 Smokey Bear Boulevard  
Concord, NH 03301

**FST Commission members present:**

Jeremy Thibeault (Chair), Robert Buxton (Vice Chair), Richard Bailey, Stephen Carrier, Justin Cutting, J. Michael Joyal, Richard P. McGahey, Kevin Pratt, Steven Sherman, and Nancy Smith **(10)**

**FST Commission member not present:**

William Campbell, Kerry LeBlanc, Peter Lennon, and Paul Parisi **(4)**

**Excused:** Ashley Frame (medical) **(1)**

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

Director Deborah Pendergast, Assistant Director Jeffrey Phillips, Captain Scott Cathy, Jeffrey Allison, and June Connor **(5)**

**Pending FST Commission member:**

Chief Allan Clark from Sugar Hill (taking Stephen Carrier's place) **(1)**

**Guests:**

Brenda Marston, Heather Clough, Captain Daniel Tice, Bureau Chief Andy Anderson, Rachel Heslop, Liam Jewell, Captain Christopher Rousseau, Kyle Snowdon, Stacey DeVol, Don Himself, Captain Nick Antonucci, Dale Boyd, Eric Uitts, James Carrier, and Ed Doherty **(15)**

**Instructor Emeritus Honorees:**

John Uitts and David Jones **(2)**

**NOTE: "Action items" are in bold red.**

**I. CALL TO ORDER**

Item 1. The meeting was called to order at 10:15AM, and Commissioner Carrier led the Pledge of Allegiance.

Item 2. Membership update – All memberships are on track.

Item 3. Instructor Emeritus presentation

Captain John Uitts and David Jones were honored for over 30 years of teaching for the NH Fire Service. Guests on hand to support them left the meeting after the presentation.

Item 4. Public Hearing, "Warrants and Citations"; Chair Thibeault opened the public hearing at 10:30AM. No guests were present to provide comment or ask questions regarding this topic.

## II. REPORTS

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

Director Pendergast added that the Division has been charged with collecting data that demonstrates more clearly how its mission is being served. Beyond the number of certifications awarded, the Division should collect data on the number of visitors using the facilities, details about the committees associated with the Division, and the number of other programs taking place, etc. For example, during the 1<sup>st</sup> week of November, nearly 1,000 people came through the doors to attend board meetings, certifications programs, and seminars.

## III. APPROVAL OF MINUTES

**A motion was made (Bailey/Pratt) - to approve the minutes for the September 6, 2018 meeting;** passed with an abstention from Commissioner Joyal.

## IV. SUB-COMMITTEES

Item 1. Administrative Rules Sub-Committee

Commissioner Smith had no report. **Chair Thibeault will send out a reminder to this sub-committee to arrange a meeting.** (Members: Commissioners Smith, Buxton, Joyal, and Cutting)

Item 2. Curriculum Review Sub-Committee

No report.

After a discussion about sub-committees, the members requested that each committee be listed on future agendas as a matter of course.

### Sub-committee list:

- **Academy Awards** (Clark, Parent, Pendergast, Campbell)
- **Administrative Rules** (Smith, Buxton, Joyal, Cutting)
- **Curriculum Review** (Clark, Pratt, Cutting, Campbell,, Lennon)
- **EMS Liaison** (Thibeault)
- **Emergency Preparedness & Security** (Buxton)
- **Investigations of Suspended Instructors** (Clark, Parent, Campbell)
- **Hiring Practices** (Buxton, Parent, Smith, Sherman, Joyal)
- **Nominating Committee** (LeBlanc, Cutting, Parent)

**(Visiting Committee Liaisons listed on next page)**

Visiting Committee Liaisons		
NFPA #	PROGRAM	NAME
NFPA 472	Haz Mat	Robert Buxton
NFPA 1001	Fire Fighter	Thibeault/Buxton
NFPA 1002	Driver/Operator	Andre Parent
NFPA 1006	Technical Rescue	Justin Cutting
NFPA 1021	Fire Officer	Allan Clark
NFPA 1030 Series	Inspector/Investigator/Public Ed.	Peter Lennon
NFPA 1041	Instructor	Justin Cutting
NFPA 1051	Wildland Firefighter	Steven Sherman

## V. OLD BUSINESS

### Item 1. PFAS update

Nobis Engineering has been approved by Governor and Council to complete a site survey and make recommendations about PFAS remediation. Nobis is now working on a proposal that has to be approved by DES; once this is done, work will start, hopefully prior to snowfall. Training will continue at this time.

### Item 2. SAMHSA grant update

- Director Pendergast reported that the grant funding for year 2 will be going to the Joint Legislative Fiscal Committee at the end of this month and then on to the Governor and Council.
- Meetings about the grant have been held with the NHAFC and PFFNH.
- Epping and Concord have submitted proposals for how this grant funding will be used in their communities.
- There are currently 6 applicants waiting to hear about this 2<sup>nd</sup> year funding.
- The director reminded everyone that this is voluntary, and the money can be spent to custom suit a particular community's needs regarding the opioid crisis.

### Item 3. New statistics software

No further feedback has been received regarding requirements for new exam software. Captain Scott Cathy was on hand to report that one staff member asked about having read-along software to compliment online computer testing software in order to solve the "reader accommodations" component of testing. This type of software is readily available and will eliminate the need for separate proctors for each student needing this type of arrangement. The "quiet room" accommodation has yet to be addressed.

Item 4. Yearly results statistics for Firefighter I and II (written information sent out with curriculum report; not discussed at this meeting). **This item can be removed from the next agenda.**

## VI. NEW BUSINESS

### Item 1. Fire Inspector II, Warrants and Citations requirement

**This will get posted for comment** and will be on the January agenda for a vote.

NOTE: Assistant Director Jeffrey Phillips reminded the group that Warrants and Citations is an add-on to the Fire Inspector II program, and its separation does not impact the Fire Inspector II standard. **(This item can be moved to “Old Business” for the January meeting.)**

### Item 2. Haz Mat Decon Curriculum approval

This visiting committee was established over 18 months ago. Jeffrey Allison was on hand to talk about what has been accomplished. The International Fire Service Training Association (IFSTA) was chosen. The PPE section is now a legitimized section of the curriculum, and the program will go back to being 16 hours long.

**A motion was made (McGahey/Pratt) – to open up the written public comment period today, November 8, 2018, and then post the public hearing for the Haz Mat Decontamination Curriculum for the January FST Commission meeting;** passed unanimously.

### **In the meantime, the Haz Mat Decon packet should be sent to all of the FST Commissioners for their review.**

Jeffrey Allison will make sure to keep Commissioner Buxton in the loop as he is the Haz Mat Visiting Committee liaison.

### Item 3. NFPA 1001 Firefighter I & II Visiting Committee (done after Item 5)

The 1001 version has been published. The FST Commission now has to establish a visiting committee. Due to the complexity of these programs, Assistant Director Jeffrey Phillips emphasized the importance of having guidelines from the FST Commission which the visiting committee can use. The members discussed the importance of adhering to and matching the standard. The pieces that include subject area well beyond the standard need to be carefully evaluated. The intent of the program must also be considered; is the idea to become proficient or just provide a foundation upon which to build? Assistant Director Phillips clarified that the standard itself is somewhat vague; it is the curriculum that decides how far to take a particular topic, like packing and unpacking hose loads. Ultimately, it will be important to communicate with the NH fire chiefs about their expectations for the program versus the actual intent of the program which is to produce people who can put out fires *with supervision*. Chief Allan Clark expressed his concern about the dwindling number of firefighters in the north country and how so many of those who remain are not trained in Firefighter I. The number of hours and the cost can be prohibitive. Additionally, younger volunteers do not have the time to put in to Firefighter I as it stands now; this leaves many of the departments with much older volunteers.

GOAL: To have the new program ready for next summer's Recruit School (July, 2019); **therefore, the first meeting should occur sometime soon, before Christmas.**

Commissioner Sherman expressed his concern about Wildland getting pared down even more; having it as a stand-alone program could decrease the number of people getting trained. Commissioner Bailey expressed concern about focusing on the creation of a "lean and mean" Firefighter I program to the detriment of other valuable education. Innovative approaches and thinking could result in a program that meets the needs of all of NH's fire departments. Commissioner Carrier spoke about the modular approach being a viable option. He and Chief Clark also cautioned about the disadvantages of having the visiting committee consist of only instructors; utilizing survey technology could solve this problem. Chief Clark and Commissioner Buxton prefer a careful and thorough approach to the examination of the Firefighter I program, with input from a broad group of stakeholders. Assistant Director Jeffrey Phillips suggested that the cancer requirement be removed from the business of the visiting committee; instead, he supported the idea of a separate and concurrent visiting committee being established just for the cancer requirement because the requirements of the legislation must be adhered to as well as the NFPA standard.

**A motion was made (Buxton/Bailey) – to seat the NFPA 1001 visiting committee;** passed unanimously.

**A motion was made (Buxton/Smith) – to seat a sub-committee to the NFPA 1001 visiting committee for the specific purpose of reviewing the cancer requirement;** passed with opposition from Commissioners Cutting and Joyal who preferred that it be a separate visiting committee rather than a sub-committee.

Item 4. Cancer Awareness Visiting Committee (done in Item 3))

Item 5. NFPA 1002 Driver Operator All Vehicle Pumping Apparatus and Aerial Apparatus Visiting Committee (discussed after Item 2 during the meeting)

The visiting committee for this topic was established about 2 years ago; since that time, the NFPA changed its revision cycles; the 2017 version is out now, so a new visiting committee needs to be established to review the curriculums and move to the 2017 standard.

**A motion was made (Cutting/McGahey) – to establish a visiting committee to move to the 2017 NFPA Driver Operator All Vehicle Pumping Apparatus and Aerial Apparatus standard;** passed unanimously.

Item 6. (added during the meeting) Update on Fire 602.01

Director Pendergast reported on the status of Fire 602.01 which requires that every NH fire department submit an annual roster of all firefighters.

With 68% of the departments responding, the current tally is as follows:

- Full-Time: 1,544
- Part-Time: 130
- Call: 1,928
- Volunteer: 659
- TOTAL: 4,261, 10% of which report that they work for more than 1 department.

Challenges included clarification of the definitions of call/volunteer, etc. Departments have been cooperative about doing this.

Item 7. (added by Commissioner Pratt) Recruitment and Retention

Commissioner Pratt asked if any kind of coalition is being put together to deal with this issue and determine the causes. Commissioner Buxton stated that the NHAFC has formed a sub-committee to look at marketing of the NH Fire Service.

## VII. GOOD OF THE ORDER

Item 1. 2019 FST Commission meeting schedule

**A motion was made (McGahey/Carrier) – to remove the February date from the schedule and approve the rest of the schedule as written;** passed unanimously.

Chair Thibeault added that if needed, another meeting will be added sometime in the spring. Meetings will continue to start at 9:30.

Item 2. Farewell to Commissioners Carrier and McGahey

These two gentlemen were honored with plaques for their years of service on the FST Commission.

Commissioner Carrier will stay on as a member of the Fire Officer visiting committee.

## VIII. ADJOURNMENT

Item 1. Closing of Warrants and Citations Public Hearing (11:55AM)

Item 2. Motion to adjourn regular meeting

**A motion was made (Buxton/McGahey) – to adjourn the meeting at 11:56AM;** passed unanimously.

## 2019 MEETING SCHEDULE:

**January 3, 2019**

**March 7, 2019**

**May 2, 2019**

**June 6, 2019**

**September 5, 2019**

**November 7, 2019**