

**NH Fire Standards and Training Commission****MEETING MINUTES** (Approved)**March 8, 2019**

9:30AM

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

**FST Commission members present:**

Jeremy Thibeault (Chair), Richard Bailey, Alan Clark, Andre Parent, J. Michael Joyal, Paul Parisi, Steven Sherman, Ashley Frame, Kerry LeBlanc, Nancy Smith, Robert Buxton (Vice Chair), Justin Cutting **(12)**

**FST Commission member not present:**

William Campbell, Peter Lennon, and Kevin Pratt **(3)**

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

Assistant Director Jeffrey Phillips, **(1)**

**Guests:**

None **(0)**

**Instructor Emeritus Honorees:**

None **(0)**

**I. CALL TO ORDER**

Item 1. The meeting was called to order at 9:41AM,

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

**II. REPORTS**

Item 1. Commissioner Joyal inquired about the current status of the Operating budget. Assistant Director Phillips noted that we are in line with all current spending appropriations and looking at a lapse of funds due to the state of the Fire/EMS fund.

The Governor's budget is now available and in working on making the Fire/EMS funds solvent, a portion of the Division of Fire Safety's budget has been proposed to move to the General Fund.

All current grants are currently in line time lines for expirations

**III. APPROVAL OF MINUTES**

**A motion was made (Joyal/Smith)** - *to approve the minutes for the January 3, 2019 meeting;* passed with an abstention from Commissioner Cutting.

#### **IV. SUB-COMMITTEES**

##### **Item 1. Administrative Rules Sub-Committee**

The sub-committee met on January 30, 2019 to start discuss phase II of proposed rule changes. It was determined that receiving public comment before drafting rules would be beneficial and two draft surveys were developed. **The committee is looking for feedback from the other Commissioners no later than March 14, 2019** so the surveys can be finalized. Commissioner Joyal stated that he would continue to finalize the wording on question 9 of the discipline survey.

The committee further discussed they would like to seek a final ruling if current legislation allows the Commission to establish different credential levels or if State law needed to be modified.

**A motion was made (Joyal/Smith)** – *request staff to seek a legal opinion with the Department of Safety council and DOJ Transportation and Safety Bureau on if the Commission has legislative authority to establish credentials levels,* passed unanimously.

**A motion was made (Joyal/Bailey)** – *to send out the final surveys after receiving any additional comments from Commission members,* passed unanimously.

Additional discuss occurred on the topic of credentialing. Commissioner Clark asked what is the driving force behind the idea of credentialing. Commissioner Joyal provided an explanation that this would be a voluntary program in which people could participate and would create a process to recognize individuals who have continued their education and certain areas. Commissioner Joyal further stated there is no distinction between someone that has taken a single certification program years ago versus someone who maintains their education in that area.

Commissioner Parisi asked about the inclusion of demographic information on the surveys and the purpose of it. Commissioner Sherman also commented on the inclusion of age and gender. Commissioner Bailey stated there is value of including this information as the Commission is attempting to gain a better understanding of the makeup of the NH fire service and this is an opportunity to gather information.

Commissioner Parisi also asked if it was the intent of the survey to be disseminated to groups outside the fire service. Commissioner Smith stated the survey was to gather information across different demographics to determine what the expectations of the fire service might be.

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

No report.

##### **Item 3. Visiting Committee List**

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	Jeremy Thibeault
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

Visiting Committee updates:

- Hazmat: there will be an item under new business for approval
- Inspector: there will be an item under new business for approval
- DO: Nothing at this time
- Fire Officer: Nothing at this time
- Technical Rescue: Organization meeting was held with staff and Chair Thibeault. It was determine the Rope programs would be the first programs reviewed.
- Firefighter: Met with staff on the overview of vision of the new standard 1001. The NH Chief Association is forming committee to get comments on what they would like to see in Firefighter I & II. Working group was seating by the Chief's yesterday and will be getting comments back ASAP

The Vice-Chair Buxton requested the staff to get a list of hours of Firefighter I programs throughout the country.

Commissioner Parisi asked how ProBoard plays a role in the required number of hours. Assistant Director Phillips explained that ProBoard does not define any hour or training requirements but requires the Division to show how they meet the standard during testing.

Commissioner Clark requested that not all NFPA 1001 visiting committee meeting take place during the day which will allow call/volunteer fire chiefs who are not available during the day to participate.

## V. OLD BUSINESS

### Item 1. PFAS update

The engineering company has completed a walkthrough of the site and is hoping to starting drilling monitoring wells within the next 30 days.

### Item 2. SAMHSA grant update

- Five applications have been formal approved by Governor and Council and these programs can officially start their programs.

## VI. NEW BUSINESS

Item 1. Visiting Committee request for NFPA 1041, Fire and Emergency Service Instructor I, II and III.

- Commissioner Clark asked if mentoring was part of the standard. Assistant Director Phillips stated he did not believe so but would verify if it was included.
- Commissioner Clark also stated there is a lot of confusion on the process of becoming a State Fire Instructor. Assistant Director Phillips explained the differences between being certified in Instructor I and becoming a State Fire Instructor
- Commissioner Cutting suggested the Division create information on the website that outlines the requirements and process of becoming a State Fire Instructor

**A motion was made (Joyal/Cutting)** – *to establish a visiting committee for NFPA 1041, Chapters 4, 5 and 6 which are the current certification programs the Commission currently authorized,* passed unanimously.

Item 2. Hazardous Materials Decontamination. Chair Thibeault provided information that two public hearings and the 60 days comment period was held and not public comments were received.

**A motion was made (Joyal/Buxton)** – *to approve the Hazardous Materials Decontamination curriculum as presented,* passed unanimously.

Item 3. Fire Inspector II. Chair Thibeault provided information that two public hearings and the 60 days comment period was held and not public comments were received.

Commissioner Joyal asked that if a person does not take the citation authority course, would they not be able to issue citations. Commissioner Parisi confirmed they would not be able to issue citations, however they could still issue violations. If a citation was required to be issued they would need to get a law enforcement agency to issue the citation.

**A motion was made (Smith/Parisi)** – *to approve the Fire Inspector II curriculum as presented,* passed unanimously.

## VII. GOOD OF THE ORDER

Item 1. Assistant Director notified the Commission of the approval of the ImageTrend records management contract to include licensing, certification, education and online fire incident reporting.

Item 2. Assistant Director Phillips gave an overview of the language of the proposed changed to the current cancer legislation in HB2.

Commissioner Joyal request that staff send out information to the Commission members about current legislation that would impact the fire service.

Commissioner Parisi stated there would be hearing on March 13, 2019 at 9:00am at the LOB in room 101 about SB49. SB49 is about the State adopting the 2015 edition of the state fire code.

### **VIII. ADJOURNMENT**

Item 1. Motion to adjourn regular meeting

**A motion was made (Buxton/Cutting) – to adjourn the meeting,** passed unanimously.

Notes prepared by Assistant Director Phillips