

NH Fire Standards and Training Commission**MEETING MINUTES** (Approved)**September 26, 2019** (Special Meeting)

9:30AM

Richard M. Flynn Fire Academy, ARFF Classroom

98 Smokey Bear Boulevard

Concord, NH 03301

FST Commission members present:

Jeremy Thibeault (Chair), Robert Buxton (Vice Chair), Allan Clark, Justin Cutting, Ashley Frame, J. Michael Joyal, Andre Parent, Paul Parisi, Steven Sherman, Nancy Smith, and Eric Wilking **(11)**

FST Commission member not present:

William Campbell, Kerry LeBlanc, Peter Lennon, and Perry Plummer **(4)**

Division of Fire Standards and Training & EMS Staff:

Director Deborah A. Pendergast, Assistant Director Jeffrey Phillips, Chief Nick Mercuri and Hayley O'Brien **(4)**

I. CALL TO ORDER

Item 1. The meeting was called to order at 9:35AM. Followed by the Pledge of Allegiance.

II. REPORTS

Item 1. Chair Thibeault mentioned the Coordinating Board minutes are posted on the website. Vice Chair Buxton congratulated Director Pendergast on the AFG Grant.

III. APPROVAL OF MINUTES

A motion was made (Parisi/Cutting) - *to approve the minutes for the September 5, 2019 meeting;* passed with an abstention from Buxton.

IV. SUB-COMMITTEES

Item 1. Nominating Committee – Chair and Vice Chair Position

A motion was made (Cutting/Smith) - *to approve reappointment, starting January 2020 for Chair Jeremy Thibeault and Vice Chair Robert Buxton,* passed unanimously.

V. OLD BUSINESS

Item 1. Visiting Committee Policy (Reported by Commissioner Clark)

The Visiting Committee met after the September 5, 2019 FST Commission meeting to modify the guidelines and discuss the concerns of the Commission. The Curriculum Committee was asked to bring recommendations to the Commission for appointment for the Visiting Committee. Director Pendergast reported her discussion with Matthew Broadhead from the Attorney General's Office. Due to only 1 voting member on the Commission from the Visiting

Committee, it does not fall under the 91-A and can be considered a working group.

A motion was made (Clark/Parisi) - *to approve the curriculum development and approval guide*, passed unanimously.

Thank you Assistant Director Phillips and Director Pendergast for all the hard work getting this done!

Item 2. Appoint the Visiting Committee (Reported by Commissioner Clark)

Commissioner Clark reviewed the minutes from the Curriculum Committee and explained the nominations and the process. Approximately 50 people expressed interest in being a part of this committee. The alternates on the right side are committed to the position where their name is listed only if the primary recommendation declines being appointed, the alternates at the bottom of the page will attend, but not vote unless a person is vacant.

A motion was made (Buxton/Joyal) - *to approve the list of members and alternates as recommended by the committee, the voting member for staff from the Division will be Director Pendergast and Assistant Director Phillips will be the alternate, the Commission member will be Chair Thibeault and Vice Chair Buxton will be the alternate*; passed unanimously.

VI. NEW BUSINESS

Item 1. NFPA 1003 Airport Firefighter Visiting Committee (Reported by AD Phillips)

NFPA standard change to update the program, looking to start the process on developing the Visiting Committee to update the ARFF program. They will solicit membership and AD Phillips will discuss with the Chair if this then goes to the subcommittee afterwards and then to the Commission.

A motion was made (Buxton/Parent) – *to authorize the Visiting Committee for ARFF*; passed unanimously.

VII. GOOD OF THE ORDER

NH Fallen Firefighter Memorial is this Saturday, September 28th here at the Academy. Committee of Merit Awards Ceremony is Monday, September 30th at 6:30 PM including 2 Academy Awards being presented and recognizing 4 Commission Members.

VIII. ADJOURNMENT

A motion was made (Buxton/Parisi) – *to adjourn the meeting at 9:56 AM*; passed unanimously.

NEXT MEETING: November 7, 2019 at 9:30 AM in Classrooms 5 & 6 in the Dormitory Building

(Notes by Hayley O'Brien, Administrative Assistant)