

NH Fire Standards and Training Commission**MEETING MINUTES** (Approved)**January 2, 2020**

9:30AM, Dormitory Building, Classrooms 5 & 6

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), Robert Buxton (Vice Chair), Allan Clark, Justin Cutting, Andre Parent, Paul Parisi, Perry Plummer, Steven Sherman, Nancy Smith, and Eric Wilking **(10)**

FST Commission member not present:

William Campbell, Ashley Frame, J. Michael Joyal, Kerry LeBlanc, and Peter Lennon **(5)**

Division of Fire Standards and Training & EMS Staff:

Director Deborah A. Pendergast, Assistant Director Jeffrey Phillips, Chief Nick Mercuri, Captain Dan Tice and Hayley O'Brien **(5)**

I. CALL TO ORDER

Item 1. The meeting was called to order at 9:31AM. Followed by the Pledge of Allegiance.

Item 2. Members were made aware of their upcoming expirations.

- Andre Parent will not be renewing his membership and a new candidate will be sent in for nomination review.

II. REPORTS

Item 1. Questions/comments regarding reports

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

- No questions or comments on any reports.

Item 2. Legislative Report

- The Division is using a new software to assist with tracking bills. The Division is currently tracking multiple Fire and EMS bills. A more formal report will be given as the Commission meetings continue. The launch date is January 8, 2020.

III. APPROVAL OF MINUTES

A motion was made (Buxton/Parisi) - *to approve the minutes for the November 7, 2019 meeting;* passed unanimously.

Please note the change of order in which the items were discussed in.

IV. SUB-COMMITTEES

Item 1. Curriculum Review Sub-Committee (Reported by Commissioner Clark)

Met before the Commission meeting. A suggestion was made to modify the Visiting Committee Policy to reflect the right to know law, meetings are open to the public, minutes will be taken and posted within 5 business days, minimum of a 7 day notice for all meetings, and efforts will be made to ensure groups can send representatives. ARFF operated under these new guidelines as a "test" and constituents believe it worked well.

A motion was made (Buxton/Plummer) - *to accept the edited Visiting Committee Policy;* passed with an abstention from A. Parent.

As discussed in the previous November meeting, now that the policy is defined, Commissioner Cutting reported that the Commission formalize and officially acknowledge the members of the Instructor Visiting Committee; Scott Doherty, Justin Cutting, Dave Hall, Liza Burrill and Bill Demers.

A motion was made (Clark/Buxton) - *to accept the recommendations of the Curriculum Committee Voting Members for NFPA 1041;* passed unanimously.

Commissioner Buxton reported the members of NFPA 1072; John Keller, Jeff Allison, Mike Currier, William Naugle, George Kramlinger and Tim Robinson. Alternates will be; Bob Field, Fred Heinrich and John Cannon.

A motion was made (Cutting/Parisi) - *to accept the recommendations of the Curriculum Committee members for NFPA 1072;* passed unanimously.

Item 2. Visiting Committees:

- **Haz Mat NFPA 1072** – (Reported by Commissioner Buxton)
Next meeting will be January 6, 2020 at 9:00AM at the Fire Academy. Focusing on course schedules and standard course evaluation templates.
- **Firefighter NFPA 1001** – (Reported by Chair Thibeault)
Next meeting will be following this meeting at 1:30PM at the Fire Academy. Members have met once since the last meeting and approved a few sections. Health & Wellness was tabled until today's meeting. Each module is being addressed individually and will be addressed how they all fit together at the end. Receiving great feedback from constituents, but this will be addressed after the modules have been reviewed. Next meeting scheduled is for January 23rd in Keene. All members are working hard to meet the March deadline to bring to the Commission so that the fall programs will not stay with the existing program.
- **Airport Firefighter NFPA 1003** - (Reported by Commissioner Clark)
Discussion moved to New Business.
- **Technical Rescue NFPA 1006** – (Reported by Chair Thibeault)
Nothing to report. An announcement needs to be sent out requesting applications.

- **Fire Officer NFPA 1021** – (Reported by Commissioner Clark)
Discussion moved to New Business.
- **Instructor NFPA 1041** – (Reported by AD Phillips and Commissioner Cutting)
A discussion was had with the Curriculum Committee prior to this Commission meeting about using a different delivery method for Instructor II & III to develop and mirror an online college program. All work will be done online with a class day scheduled for orientation and to test. This education platform would meet all ProBoard requirements. This is the direction the Curriculum Committee would like to head towards and is interested in any feedback regarding this potential new delivery method.
The Visiting Committee is currently working through the Instructor I program with hopes that they can finish the program in their next meeting.

Item 3. Administrative Rules Sub-Committee (Reported by Commissioner Smith)

The last meeting was November 25, 2019. Seeking legal advice regarding whether or not the Commission has legal authority to adopt rules that would also deal with part time or non-certified people. Reviewing the process part of the draft. The Administrative Rules Sub-Committee asked legal counsel within safety what the process for addressing a disciplinary matter is and what the support would be. They will be proceeding with working on the draft and seeking input. The next meeting is scheduled for after the Commission meeting.

V. OLD BUSINESS

Item 1. Pass Rates (Reported by AD Phillips)

AD Phillips presented the Firefighter I pass rates over the past 3 fiscal years for the high school, LRCC, Recruit School and normal delivery programs.

AD Phillips informed the Commission of the many reasons why students didn't become eligible to test, but will compile a list to present to the Visiting Committee and Commission.

VI. NEW BUSINESS

Item 1. Budget Report (Reported by Director Pendergast)

The budget presentation shown is attached for all members.

The Division is looking at putting together a small committee to look at the budget and see what can be done to grow the Fire Fund and to be sure there will be enough money for future programs to run.

Item 2. Fire Investigator Program Report

Tabled until the March 5, 2020 meeting.

Item 3. NFPA 1003 Airport Firefighter Visiting Committee

Met on December 19, 2019. All voting members were present and a great discussion. The recommendations of the Visiting Committee were approved by the Curriculum Committee to be presented to the Commission today with the expectation that the Commission would then set a public hearing. Captain Dan Tice presented and reviewed the meeting guidelines and the 9 topics that followed. Including the following suggestions; researching the cost to increase the

number of students in each class, numbered days listed for schedules, a lot of content for 6 days straight. ARFF Seminars are now being offered. Minutes will be taken and posted within the 5 business days. IFSTA confirmed they are using the same edition as the Division, along with the same test bank as well. Many airports don't require NFPA certification. 1 40 hour class is run per year and approximately 25 re-certification classes.

A motion was made (Clark/Buxton) - *to accept the report and establish the 60 day public comment period;* passed unanimously.

Item 4. NFPA 1021 Fire Officer Visiting Committee

The Curriculum Committee recommended that the Commission start the process for Fire Officer I & II and Wildland I & II and establish a Visiting Committee.

A motion was made (Clark/Parisi) - *to accept and start the process for Fire Officer I & II and Wildland I & II Visiting Committee;* passed unanimously.

Item 5. PFAS Blue Foam (Reported by Marshal Parisi)

Senate Bill 257 established perimeter use, sale & distribution of PFAS Class B foam within our state. Went into effect in September 2019 and the prohibition of use went into effect January 1, 2020. Fire departments are prohibited to use PFAS for training purposes, but they are permitted to use their existing stock of Class B foam under emergency conditions. Departments are required to notify DES within 48 hours of the release of the foam. A bulletin containing all this information will be released and distributed to all NH Fire Departments within the next few days.

Item 6. LBA Audit (Reported by Marshal Parisi) **(Attached)**

LBA audit that highlighted the fact that there are no incident command rules for the State of NH as far as using the system. A draft is being established and will be submitted to JLCAR.

VII. GOOD OF THE ORDER

Item 1. RSA Forms

The 2020 RSA 15-A forms submission deadline is Friday, January 17, 2020. Submission can be done by sending the, directly to Hayley's email, fax # or in person. If members chose to submit the form on their own, please let Hayley know so that it is accounted for.

Item 2. NFPA 1582 Physical

Rules have been drafted and are currently with legal. AD Phillips will reach out and determine when this is expected to go through the rule process. Funding for this has a deadline of June 30, 2021. Comments

Item 3. ProBoard Visit

The Division passed this visit with flying color. They give requirements and suggestions, only 3 minor suggestions were given, no requirements. The Division will be put forward for another 5 year accreditation!

VIII. ADJOURNMENT

A motion was made (Thibeault/Wilking) – *to adjourn the meeting at 11:03 AM*, passed unanimously.

NEXT MEETING: March 5, 2020 at 9:30 AM in Classrooms 5 & 6 in the Dormitory Building

(Minutes: Hayley O'Brien, Administrative Assistant)