

# **NEW HAMPSHIRE FIRE STANDARDS & TRAINING COMMISSION**

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## **MINUTES OF MEETING**

**November 20, 2014**

*(Approved)*

Members Present: Stephen Carrier, Kevin Pratt, Brad Simpkins, Jeremy Thibeault, Richard McGahey, George Klauber, J. Michael Joyal, William Campbell, Peter Lennon and William Degnan.

Members Absent: David Lindh, Earl Sweeney, Michael Brown and Kerry LeBlanc.

New Member: Dept. of Education Designee, Timothy Carney.

Others Present: *Division of Fire Standards & Training and Emergency Medical Services*—Deborah Pendergast, Director; Jeffrey Phillips, Bureau Chief; Nick Mercuri, EMS Bureau Chief; June Connor, Recording Secretary; Denice McAdoo, Program Assistant I; Stephen Gallagher, FST Instructor; Chief David Parenti (Belmont FD); Ed White and Helen Burke (Greenville FD)

### **I. CALL TO ORDER**

**Item 1. Call to Order.** The meeting of the New Hampshire Fire Standards & Training Commission was called to order by Chair Carrier at 3:00 p.m. on Thursday, November 20, 2014 at the Richard M. Flynn Fire Academy, 98 Smokey Bear Blvd., Concord, NH.

The Pledge of Allegiance was led by Commissioner Thibeault.

### **II. APPROVAL OF MINUTES**

Approval of the minutes from May 1, 2014; ***motion*** made by Commissioner Joyal; seconded by Commissioner Pratt; passed unanimously. New Commission member Timothy Carney and Chair Carrier abstained.

Approval of the minutes from September 4, 2014; ***motion*** was made by Commissioner Joyal; seconded by Commissioner Pratt; passed unanimously. Chair Carrier and Commissioner Timothy Carney abstained.

### III. CHAIR'S REMARKS

Chair Carrier wished everyone safe and Happy Holidays!!

He also reminded everyone that there would be a Public Hearing later in the meeting. He said he would open the Public Hearing right before the start of Old Business and leave it open until the end of the meeting.

### IV. COMMITTEE REPORTS

**Item 1. Emergency Medical Services.** Bureau Chief Mercuri was present and gave a report. There was no written report submitted.

**Item 2. Fire Marshal's Office.** Director Degnan was present and gave a report. There was no written report submitted.

**Item 3. Forest Protection Bureau.** Chief Simpkins was present and gave a report. There was no written report submitted.

**Item 4. Curriculum Review.** Bureau Chief Phillips gave an update. There was no written report submitted.

**Item 5. Academy Awards.** Chair Carrier went over the schedule for the Academy Awards. Rehearsal will be immediately following the Commission meeting. Pictures for the newest Commission members will also be after this meeting. He also reminded everyone to start thinking now about nominations for next year's awards.

**Item 6. Nominating Committee.** Chair Carrier reinstated the Nominating Committee – Commissioners LeBlanc, Simpkins and McGahey. He said a Chair and Vice-Chair will need to be appointed. That will be addressed at the January 8<sup>th</sup> meeting.

### V. REPORT OF THE DIRECTOR

Director Pendergast was present and gave a report. No written report was submitted.

A question arose regarding the process for hiring an Instructor Coordinator and Field Captain at the Academy. Specifically, at what point in the process is it appropriate to go outside the state pool of applicants? Director Pendergast explained that if the interview board decides that none of the candidates from the state meet all of the job qualifications, reflected by the scores they receive, then the decision can be made to go outside. The Director went on to say that candidates already interviewed can certainly reapply for the next round of interviews.

Chair Carrier reminded everyone that the Commission does not have any control over personnel issues and can only advise the Director. He also said they need to be mindful of what they are discussing at these meetings so as not to affect anyone's privacy negatively.

### **PUBLIC HEARING**

Chair Carrier opened the Public Hearing at 3:45 p.m. It will be left open until the conclusion of the Commission meeting.

## **VI. OLD BUSINESS**

### **Item 1. Medical Requirements for Training**

A draft policy, "Medical Clearance for Students", drawn up by Director Pendergast, was distributed in the packets. Director Pendergast went over the draft. Discussion followed. It was decided by vote to make the changes, get the document to the attorneys, and post notice prior to the March, 2015 meeting.

### **Item 2. ADA/EEOC – Rules Subcommittee Recommendation**

Commissioner Klauber distributed a document drawn up by the subcommittee (Commissioners Klauber, Joyal, McGahey, and Brown). He reviewed the document which presented proposed changes to the fire fighter entrance requirement rule Fire 701.01.

**Motion** was made by Commissioner Klauber; seconded by Commissioner Joyal to accept the proposed changes to the fire fighter entrance requirement rule Fire 701.01. The motion passed unanimously.

### **Item 3. FFII Skills Review Committee**

It was decided at the September meeting to run 2 FFII pilot programs without the Skills Review days. Commissioner Thibeault reminded everyone that schedules had already been released without the Skills Review and because this is a substantial curriculum change, it was done prematurely. He voiced his concern that the decision was already made to remove the Skills Review prior to it being brought before the Commission. Commissioner Campbell stated his concern that the visiting committees are being by-passed. Discussion followed.

## **VII. NEW BUSINESS**

### **2015 Commission Meeting Schedule**

**Motion** was made by Commissioner Klauber; seconded by Commissioner Thibeault to approve the schedule as presented. The motion passed unanimously. Commissioner McGahey asked about the March meeting. Chair Carrier said it would be left as is and if there are any significant

changes to the Medical Requirements for Training, the March meeting date would be changed.

Chair Carrier asked if there were any other comments for the Public Hearing. Ed White stated that the FF Skills Review should not be dropped. He voiced a concern that more than the minimum standard of curriculum should be met.

Helen Burke said that she is attending a class in Laconia that she could not get here at the Fire Academy or in her community. She said we have requirements for a reason and for safety. She understands the budgetary reasons, but believes the cutting of FF classes is becoming ridiculous.

Stephen Gallagher spoke in favor of fire prevention. He said he is very much in favor of moving the Fire Investigator, Fire and Life Safety Educator, and Fire Inspector III programs forward. He hopes the Commission will feel the same way.

Chair Carrier made a last call for the Public Hearing. Public Hearing was closed.

#### **IX. GOOD OF THE ORDER**

Commissioner Thibeault asked to recognize the newest member, Commissioner Carney representing the Department of Education.

Director Pendergast also recognized the new Commission Secretary, June Connor.

#### **IIX. ADJOURNMENT**

**Motion** was made by Commissioner McGahey; seconded by Commissioner Klauber to adjourn the meeting at 5:00 p.m.

Respectfully submitted,

Deborah A. Pendergast, Director  
Prepared by Denice McAdoo, for June Connor