



NEW HAMPSHIRE ASSOCIATION OF FIRE CHIEFS, INC.

Working Together to Make a Difference

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Minutes of a Meeting of the NH Association of Fire Chiefs

Thursday, May 12, 2022 – Omni Mt. Washington Hotel, Bretton Woods, NH

The meeting was called to order at 1922 hours by Chief Beattie.

After a salute to the flag, a moment of silence was requested for departed members.

Chief Kirk Beattie welcomed everyone to the hotel and the meeting. He thanked our sponsors IPS; W D Perkins Pump Specialists; Minuteman Security and Mallard Insurance for their support for the evening. He also noted that there were several North Country Chiefs that had joined us for the evening and thanked them for their support.

Introduction of members.

Special Guests:

Minutes of the April 14 meeting have been posted. A MOTION (Sitar/Thomas) to accept carried unanimously.

Financial Reports: April reports have been received. Approval deferred to the June meeting. Chief Carrier spoke to moving money into the Scholarship Committee as the balance is not what is necessary.

Communications: n/a

Applications for membership: Dep. Chief Nathan Nichols of Wolfeboro; Chief Alfred Poulin of Barnstead; Dep. Chief Mark Wholey of Nashua; Dep. Chief Robert Barrows of Nashua and Asst. Chief Ted Joubert of Lancaster. Stacey Dubois of the NH State Fire Marshal's Office; Chief Tyler Driscoll of Center Harbor and Asst. Chief Craig Clough of Loudon will be on approval for the June meeting.

President's Report: (Beattie) –

- Recruitment and Retention Committee continues to meet weekly. The committee will be completing its work on June 10, 2022 and submitting the report to Commissioner Quinn.

- Chief Thomas was reappointed by the BOD to be the NHAFC representative to the E911 Commission
- I have participated in 3 separate interview sessions for the NHFA Recruitment and Retention Coordinator position. Round two sent two names to Director Cutting for consideration.
- On May 5th I attended the Seacoast Chief's Association meeting. In attendance was Commissioner Quinn, Executive Director Lemire, Director Cutting, Asst. Director Phillips, Chief Romanello, and Asst. Fire Marshal Allard.
 - Discussion centered around NHFA courses, recruitment and retention, and grant funding
 - Encouraged their members who were not NHAFC members to consider joining
- Following an inquiry from a fire department to me, we are investigating the issue of how to revoke a NH firefighter's license plate decal once a member is removed from a department. Marshal Toomey is working with DMV to look into this.

Executive Director's Report (Lemire) –

- Next board meeting will be virtual on June 1.
- June will be in Brookline, hosted by Chief Corey on the 9th.
- July meeting will be at the Atlantic Grill in Rye on the 14th.
- August meeting will be at the Town and Country Inn in Gorham on the 11th.
- We are looking at a breakfast meeting at LRCC in September.
- We are hoping to have a Candidates' Forum at the Institute of Politics in October. I met with them last Monday the 9th.
- Obviously our November weekend plans have changed.

1st Vice President Report (Best) – n/r

2nd Vice President Report (Emanuel) –

- He reported on the legislative activities of late. They are in the final weeks of the session and the conference committees are meeting.

Sgt. At Arms (Watkins) – No report

Committee Reports

Scholarship Committee – (Dep. Toomey) – n/r

Recruitment and Retention Committee – (Chief Beattie) – (above)

Division Reports

Fire Marshal – (Dep. Marshal Stacey Dubois)

ADMINISTRATION:

Personnel:

We currently have 6 full-time vacancies and 4 part-time vacancies. The following openings are those that we are actively recruiting for at this time:

- 2 Fire Investigators - background in process
- Hazmat Coordinator
- Part-time Education & Outreach Specialist
- Part time State Building Inspector
- Part-time Building Code Review Board Administrative Secretary
- Part-time State Building Permit Coordinator

We are pleased to announce the promotion of Anthony Booth to the position of Deputy Fire Marshal I/District Chief, assigned to the Bureau of Investigations. District Chief Booth will be assigned as the investigations field supervisor for the northern part of the state.

We are pleased to announce the promotion of Roxie Beall to the position of Administrative Assistant I.

Legislation:

HB 1681	Relative to the State Building & Fire Code Passed/Adopted in House & Senate Pending Governor's signature
SB 223	Relative to Requirements for Recovery Houses Passed/Adopted in House & Senate Pending Governor's signature
SB 227	Relative to Death Benefits For First Responders Who Die From Suicide
House	Passed with amendment in the Senate, Passed with amendment in the Senate moved nonconcur with the House Amendment, 5/12
SB 249	Prohibiting Planning and Zoning Ordinances That Prohibit Short-term Rentals
	Passed/Adopted with amendment in Senate Referred to Interim Study in House
SB 398	Relative to Building Code and Fire Code Enforcement Passed/Adopted in House & Senate Pending Governor's signature
SB 443	Relative to Municipal Authority Regarding the State Building Code Passed/Adopted in House & Senate Pending Governor's signature Note: No funding provided for requested personnel to complete required work

BUREAU OF INVESTIGATIONS:

New cases (synopsis of some of our cases are listed below):

- On April 5, 2022, investigators responded to 70 Winslow Rd, Sutton to assist with an origin and cause of a fire. The cause of the fire was determined to be electrical and the cause classification was accidental.
- On April 11, 2022, investigators responded to 3097 East Conway Road in Conway for a fire that leveled a meat packaging plant. The cause of the fire is undetermined.
- On April 13, 2022, investigators responded to 8 Depot Street in Pittsfield, to assist the Pittsfield Fire Department with an apartment building fire. One patient had serious injuries and was intubated. The cause of the fire is possibly associated with the use or making of methamphetamine.
- On April 30, 2022, a fire occurred at the Red Jacket Inn in North Conway, causing an entire wing of the building to be lost. The fire is currently under investigation.

Ignitable Liquid Detection Canine Teams:

Our two IGL Canine Teams were deployed one time in the month of April and attended four demonstrations.

Public Outreach:

On April 21, 2022, the case review: Catching a Serial Arsonist was presented in Franconia for approximately 20 to 25 attendees.

Assistance was given to the Wilton Police and Fire Departments regarding a male juvenile who set his father's personal items on fire. The youth had already participated in a YFS assessment and was awaiting an available mental health counselor.

Arrests:

On April 14, 2022, Kenneth Foster Jr. was indicted on a class A felony charge of arson by a Strafford County Grand Jury for a fire that occurred in Farmington in June 2021.

The NH Attorney General's Office initiated a consumer fraud investigation against Jeffrey Strouth, who was charged with unlicensed gas fitting several years ago.

Training/Committees:

An investigator completed the two hour DCARI: The Fire Origin Matrix course, featuring ATF SA CFI Andy Cox.

Two investigators are currently enrolled in the Leadership Foundations course through BET.

Fire fighter 1 training continues for one investigator. He is scheduled to graduate the course in June.

The peer support team met and discussed ideas for an upcoming all department training (likely in the fall).

One of our investigators, along with ATF SA Andy Cox, presented Collection and Evaluation of Witness Data in Fire Investigation to the Minnesota Chapter of the IAAI in St. Cloud, MN.

BUREAU OF BUILDING SAFETY & CONSTRUCTION:

State Building Permit System:

We processed 34 building permit applications in the month of April.

Technical Assistance, Educational & Healthcare Reviews:

We initiated 5 educational and 13 healthcare plan reviews, completed 71 inspections and 114 technical consults in the month of April.

Variance Requests:

We processed 7 variance requests in the month of April.

BUREAU OF OUTREACH & EDUCATION:

Hazardous Materials:

Hazardous Materials response, coordination and consultation is available through the on-call FMO supervisor.

We continue to work on Tier II reporting and associated follow-ups when deficiencies are identified. We also continue to provide training on the PEAC Haz Mat Response software to the regional teams and local fire departments.

Our Hazardous Materials Coordinator continues to attend the regional Haz Mat Team trainings to offer support and provide updates regarding statewide Haz Mat response. In April, he participated in a Haz Mat Exercise with the Midwestern Haz Mat Team at Dartmouth College, as well as a Haz Mat Training with the Southeast Haz Mat Team at the Manchester-Boston Regional Airport.

Also in April, our Hazardous Materials Coordinator attended the National Association of Sara Title Three Program Officials Conference in Covington, KY. This conference focuses on the Emergency Preparedness and Community Right to Know Act (EPCRA), including Tier II reporting by facilities and operations of State Emergency Response Commissions and Local Emergency Planning Committees.

Swiftwater Rescue Working Group:

Several grant awards were recently issued to the established teams. Further discussions and work is ongoing to evaluate the swiftwater problem and funding sources.

Regional Outreach/Chief's Roundtables:

We continue to partner with Director Cutting and staff and the NHAFC to conduct regional outreach/Chief's Roundtables. On May 5, 2022 we will be in Newington to meet with the Seacoast Area Fire Chiefs. Please reach out to schedule.

Incident Reporting:

As we continue working to close-out the 2021 calendar year call data, we request that Fire Departments submit their NFIRS data as soon as possible. If you have questions, you can notify the NHFIRS data team using the following email: NHFIRS@dos.nh.gov

We continue to work with the team at the Fire Academy as departments implement the NHESR program, available free of charge, for incident reporting. Forty-one departments are actively using the program. If you are interested in giving a presentation or would like to request one, please email NHESR@dos.nh.gov.

The NHESR – Fire User Group, which is a user-driven forum designed for all users of the system to regularly discuss challenges and solutions specific to users of the state's fire reporting system, is gearing up for its first meeting. A presentation by a subject matter expert will also be frequently included in the meetings. The first NHESR -Fire User Group meeting is scheduled for May 18, 2022 from 0900-1100 hours through Microsoft Teams. Information to join is below.

Microsoft Teams meeting

Join on your computer or mobile app

[Click here to join the meeting](#)

Or call in (audio only)

[+1 603-931-4944,,376884359#](#) United States, Concord

Phone Conference ID: 376 884 359#

[Find a local number](#) | [Reset PIN](#)

[Learn More](#) | [Meeting options](#)

Public Education:

Preparations are underway for our annual 3rd Grade Poster Contest. Stay tuned for more details!

Community Outreach:

On April 16, 2022 members of the FMO and Sparky participated in the Governor's Annual Easter Egg Hunt held on the grounds of the State House. This was an exciting

opportunity to engage with the community and we handed out over nearly 200 Easter eggs and fire safety goodies to those in attendance.

Training:

We delivered two Inspection Essentials: Part I classes in the month of April. The first was on April 13th at the Burton Academy in Bethlehem and the second was on April 20th at the Sunapee Fire Department. The Inspection Essentials: Part I class is designed to assist the Authority Having Jurisdiction (AHJ) with an understanding of where your authority comes from, the essentials of constructing an inspection report and exploring frequently asked questions and common violations encountered in NFPA 1. We also delivered an investigation case study in Franconia on April 21st which was very well attended.

We will be delivering two Places of Assembly and Tents classes in the month of May. The first is on May 5th at the Jaffrey Fire Department from 1830-2130 hours and the second is at Southwestern NH District Fire Mutual Aid in Keene on May 10th from 1800-2030 hours. This Places of Assembly and Tents class is designed to assist the Authority Having Jurisdiction (AHJ) conduct life safety inspections in places of assembly and tents.

We will also be delivering two Inspection Essentials: Part II classes in the month of May. The first is on May 11th at the Burton Academy in Bethlehem from 1800-2030 hours and the second is on May 25th at the Sunapee Fire Department from 1800-2100 hours. Inspection Essentials: Part II is a continuation of Part I, as well as exploring frequently asked questions and common violations encountered in NFPA 101. If you would like to register for any of these classes, please email stacey.l.dubois@dos.nh.gov.

Additional programs are in the works. Please reach out if you are interested in hosting a program or would like to suggest a future training topic.

Fire Standards/Training/EMS – (Director Cutting) (submitted in writing)

ADMINISTRATION

Personnel

- The part-time MIH Program Coordinator and IFT Program Coordinator positions have been advertised for applicants.
- The position(s) of Education Technologist have been advertised for applicants.
- The Recruitment & Retention Coordinator position interviews are being conducted
- A conditional offer has been made for our new Curriculum Administrator.
- Lucy Roy has announced her plan to retire at the end of May. She has worked for the Division at the North Country office in Gorham since 2005.

- Brenda Rowe is leaving our Division for another career opportunity. She worked as a receptionist since 2021.

Grants

- We have finalized an agreement with an architectural firm to begin the design process for the Raymond S. Burton Fire and EMS Training Facility project.
 - Our estimated timeline to begin construction is the spring of 2023.

Fire Standards and Training Commission / Curriculum

- The next Fire Standards and Training Commission meeting will be June 2nd at 0930 in Classrooms 5/6 in the dormitory building at the main campus. The Commission also approved meeting dates for September 1st and November 3rd.

Special Projects

- We are working to finalize the training calendar for the fall 2022 and spring 2023 semesters.
- Our staff is working to administratively support the Fire and EMS Recruitment and Retention Workgroup that Commissioner Quinn established which continues to meet here at the Fire Academy on Friday's at 2:00 pm. Minutes and other materials can be found at <https://nhfa-ems.com/board-committee-documentation/>.
 - There will not be a meeting on May 27th.
- On Friday May 13th we met with 37 high school representatives from across the state to discuss fire and EMS training, programs, internships and other partnerships.
- We are working with the Department of Safety Division of Administration (Human Resources) on implementation of a new Work Time Management system. Analysis continues on the application of this system to our Staff Instructors as well. Final implementation is expected at the end of June.

Legislative/Administrative Rules

- We are monitoring a number of bills in the legislature. A few that we want to highlight are:
 - SB 339, relative to Meetings of Boards and Commissions in the Department of Safety. – passed the Senate and was killed in the House.

- SB 337, relative to Emergency Medical and Trauma Services Data sharing for the purposes of analysis. – passed the Senate and the House.
- The “Letter of Concern” option for EMS licensure actions that was passed in 2021 legislation continues to be worked on through the administrative rules process.
 - The public hearing is May 19th at 1pm at the fire academy.
 - These proposed rules will be heard by JLCAR on May 20th.

Outreach

- We are continuing our Leadership Roundtables with the Commissioner, Fire Marshal’s Office and regional Fire Chief’s with additional dates being planned.
 - We held a Seacoast Roundtable in May at the Newington Town Hall.

Mental Health & Resiliency

- We are still waiting for notification on whether our American Rescue Plan Act grant request through the Health Resources and Services Administration officials has been approved or not to address suicide, burnout and behavioral health conditions - including substance abuse among public safety officials.
- The *2022 Mental Health Leadership Seminar* will be a day long program held at the NH Fire and EMS Academy on June 8th.
 - Registration has closed. The program is full with an extensive waitlist.
- We are working on a project with the International Association of Firefighters to host a two-day Mental Health Clinician Training seminar here at the Fire Academy this fall that will include one day of classroom and one day of practical fire ops on the drill yard. This will be the first delivery of this program in the country.

BUREAU OF FIRE TRAINING

Courses/Programs

- Firefighter I
 - Plaistow, Henniker and Bethlehem classes are ongoing.
- Firefighter II
 - The Tilton and LRCC classes have tested and are complete.
- ARFF

- Certification and recertification courses are underway.
- Technical Rescue
 - A Swift Water I class was held in Conway and began May 3rd.
 - The program coordinator is developing a course delivery plan and actively recruiting instructors for these disciplines.
- Driver Operator
 - All future Driver Operator All Vehicle programs will include the necessary content for eligibility for CDL licensing.
 - A driver operator all vehicles class was held in Sugar Hill and began on May 5th.
- The Seabrook Station Fire Brigade began its annual 7 weeks of training at the academy on May 3rd.
- Various departments have been, or plan to be, on the academy drill-yard for training.
 - Wilmot completed a flashover class on April 30th.
 - Lebanon and Hanover FD's were here May 2nd and 3rd.
 - Keene FD was here on May 9th and again May 16th.
- The 2022 Recruit School begins with an orientation on June 7th and start date beginning in August.
- For all current course listings you can go to <https://nhfa-ems.com/events/>

Facilities

- We are evaluating a proposal to repair the roadway washout on the south side of the drill yard at the Concord campus.

Apparatus/Equipment

- Progress has started on the new ARFF truck.
- The new Engine bid has been awarded.
- Completion of the new aerial is still expected early this summer.

BUREAU OF CERTIFICATION AND SUPPORT

Courses/Programs

- Instructor I/II/III Programs

- The evening offering of Instructor I at the Hanover Fire Department began May 3rd.
- There will be two daytime offerings of Instructor I at the Concord campus beginning on August 23rd and October 4th.
- The second Instructor II/III course begins June 7th.
- Fire Officer I/II Programs
 - The Fire Officer I class will begin June 9th.
- Fire Inspector Programs
 - The Warrants and Citations course will be held December 8th & 9th.
- Fire Investigator
 - The next offering will begin August 25, 2022.
- For all current course listings you can go to <https://nhfa-ems.com/events/>

Instructors

- We continue to work the Instructor Recruitment Plan and analyzing the onboarding process.
 - There are currently 54 individuals in the mentoring process to become instructors.

CPAT

- The 2022 CPAT dates are planned for May 23rd, June 6th & 7th and September 19th & 20th.
 - There will be tables set up for departments that want to meet with candidates after they complete testing.

Testing

- Nothing to report.

BUREAU OF EMERGENCY MEDICAL SERVICES

Boards and Commissions

- The NH Medical Control Board and the NH Emergency Medical and Trauma Services Coordinating Board meetings will take place at 0900 and 1300, respectively, on May 19th in classrooms 5 & 6 in the dormitory building.
- The NH Trauma Medical Review Committee (TMRC) will meet at 0930 on June 15th in classroom 2 in the administration building.

Operations

- EMS provider license yearly renewals were complete on April 30th with an overall gain of 3 EMS providers.
 - Paramedics increased by 40 providers, AEMT's increased by 30 providers, EMT's increased by 64 providers, NH EMT's decreased by 10 providers, EMR's decreased by 1 provider and Naloxone providers decreased by 122 providers. (The comparative time period was May 2021-May 2022.)
- The Spring EMR class is being held in May and will be available in Concord, Bethlehem and at Monadnock Community Hospital and is free for NH residents.
- Our EMS Education Coordinator continues the monthly continuing education courses at the Concord campus and regionally around the State.
 - For all current course listings you can go to <https://nhfa-ems.com/events/>
- Administrative rules for Educational Training Agencies have been drafted and are under review by the Department of Safety legal unit.
- The process of licensing wheelchair vans for hire and out of state rotary wing ambulance licensing is ongoing.

Clinical Systems

- The Public Health Incident has been extended until June 30, 2022 which includes the emergency protocols.

Data Management

- NFIRS/Respond NH
 - Work continues on the New Hampshire Emergency Services Reporting System (NHESR), which is an extension of the TEMSIS system. If you would like to start using the system, please fill out the form available at <https://nhfa-ems.com/nhesronboard/>.
 - There are currently 67 departments using the software.
 - Coordination continues with the Fire Marshal's Office for further education and guidance for reporting.
 - Anyone interested in the system can contact Joseph Cartier at 603-223-3403 or joseph.w.cartier@dos.nh.gov.

Compliance

- There are currently fourteen active investigations and seven preliminary cases being worked on.

Preparedness and Special Projects

- The Division is currently revising the existing COOP plan and conducted a table top exercise with senior staff in March. Over the course of the next few months this plan will evolve and each Bureau will participate in training.

Miscellaneous

- National EMS Week is May 15-21 and New Hampshire EMS Provider Recognition Day was May 7th.

Fire Standards and Training Commission – Chiefs Clark/Buxton –

- Chief Buxton stated that the next meeting will be in June.
- The June 8 mental health symposium is sold out.

NH Emergency Medical and Trauma Services Coord. Board – (Dep. Chief Bean) – n/r

National Volunteer Fire Council (NVFC) – (Chief Corey) – n/r

Advisory Council on Emergency Preparedness and Security – (Chief Christopoulos) – n/r

Homeland Security and Emergency Management – (Director Harper) n/r

EMS Trauma Medical Review Board – (Chief Beaudoin) – n/r

Forests and Lands – (Chief Sherman) – n/r

Board of Fire Control – (Chiefs Clark/Hunter) –

- The fire code bill is in the final stages of approval.

Building Code Review Board – (Marshal Lennon) – n/r

Manufactured Housing Installation Standards Board: (Chief) - n/r

Division of Emergency Services and Communications – (Director Doyle) –

E-911 Commission – (Chief Thomas) – n/r

IAFC Director – (Chief Christopoulos) – n/r

New England Fire Chiefs – a Division of the IAFC – (Chief Jones) –
New England 100th Anniversary Conference & Exposition, June 22nd – 25th
DCU Center Worcester.

All the booths are sold out.

Currently overall registrations are low especially for the Expo Floor, Hot Classes; 6 openings for Forcible Entry & 15 in the Machinery Rescue Class.

Keynote Speaker – Chief John Salka, Retired FDNY Battalion Chief

Golf - Wednesday June 22nd. As of right now we basically have 5 foursomes registered. I know it is still about 6 weeks away but I need a number for the course by June 15th. If you know anyone that is interested, please have them sign up.

Lodging:

As of 5/09 no rooms have been reserved at the two following hotels; Courtyard by Marriott Worcester, Hampton Inn & Suites Worcester and there are plenty of rooms left at the Host Hotel, Hilton Garden Inn.

PARKING INFORMATION:

The two city garages are the Major Taylor Blvd Garage at 30 Major Taylor Blvd. and the Worcester Common Garage at 3 Eaton Place, Worcester. The Major Taylor Blvd. Garage is directly across the street and the Worcester Common Garage is adjacent to the AC Marriott Hotel, 1 block from the Arena side of the Building. Both garages can have discounted parking at \$8.00 for customers pay.

FYI, the Major Taylor Blvd Garage is used as the parking lot for the Hilton Garden Hotel. And the Worcester Common Garage is used as the parking lot for the AC Marriott Hotel.

The 2022 IAFC elections will begin on Wednesday, May 25. All members eligible to vote will receive an electronic ballot for the contested 2nd Vice President seat on the IAFC Board of Directors. Candidate information can be found on the [2022 IAFC elections webpage](#).

Elections will close on Monday, June 27. The official results will be announced during Fire Rescue International in San Antonio, TX August 24 -26.

The Board of Directors voted at the last meeting to indorse Chief Mike O'Brien for 2nd VP

Also, NH NED-IAFC Members at the last NHAFC Meeting in Laconia caucused and nominated Chief Robert Buxton for NH Director, to be voted on at the Annual Meeting in Worcester on June 24rd at 17:15 hrs.

Old Business – Chief Sitar is still accepting applications for Chief Fire Officer credentialing.

New Business –

Good and Welfare –

The meeting was adjourned at 1959 hours.

Respectfully submitted,
Chief Brent T. Lemire, Ret.
Executive Director/Secretary, NHAFC

May 12, 2022