



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, October 12, 2023 – NH Fire Academy, Concord, NH

The meeting was called to order to order by Chief Best at 0904

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

Director Cutting welcomed members to the Academy.

INTRODUCTION OF MEMBERS.

Special Guests: Commissioner Quinn and Asst. Comm. Lavoie were introduced. Comm. Lavoie noted that they in the process of hiring of a Chief of Policy and Planning. Also they mentioned work being done to prevent cyberattacks and to strengthen our networks and asked for all to check with their local authorities to see if safeguards are in place.

Minutes of the September meeting have been posted. A MOTION (Fraitzl/Jones) to accept them carried unanimously.

Financial Reports: August and September reports have been posted. A MOTION (Sitar/Thomas) to accept them carried unanimously.

Communications: n/a

Applications for membership: n/a

Life Memberships:

President's Report: (Best) –

- Fundraising contract- Board discussed fundraising via ad book. Bob Moglia fielded questions from BOD. A motion (Sitar/Thomas) to sign the agreement with the stipulation that we get a PDF for the website and 12 copies for board members, carried unanimously.

- Strategic Plan Update Status- Primex. ED Lemire to work with Rick Alpers to finalize the draft.
- He attended a legislative meeting with Adam to review LSR titles and NHAFC status/position
- Dispatcher Training Requirements discussion – Legislation pending. Discussion ensued. Looking for feedback from dispatch centers.
- Update on Ambulance billing summit update - Next meeting is Friday 10/20 and Hunter/Sitar to attend. RESEND SURVEY as very few responded.
- Golf Tournament Discussion- 2023 report; 2024 status. 2023 netted \$6,000. Suggested that a committee be formed to assist and we start earlier for planning.
- Communications Committee
 - Who applied/responded? Chief Reinert from Farmington is interested.
- Training Committee
 - Chief Cathy; Director Cutting; Chief Tice and Commissioner John Steere of Nashua. The board voted to seat the members who signed up and invite them to the November BOD meeting for direction.
- Committee vacancies - The Trauma Medical Review Committee vacancy has been advertised.
- Larry NHAFC President Transition
 - Transitioning out by November 30th

Executive Director's Report (Lemire)

- The November 9 meeting will be virtual.
- The December meeting will be a luncheon meeting at the Fireside in Lebanon.
- Chiefs Best, Hunter, Watkins, Lemire and Carrier will be attending the North Country Public Safety Awards dinner on November 10.
- The January association meeting will be virtual.
- I attended the NE Chiefs' conference at Mohegan Sun last week and was able to get 3 new Advocate members.

1st Vice President Report (Emanuel) –

The Committee that reviews and awards the Homeland Security grants needs a NHAFC representative. Emanuel will be representing Seacoast Chiefs.

Proposed organizational meeting on November 9, 2023 from 1- 4 pm at 33 Hazen Drive- 2nd floor conference Room.

Scott Hunter will represent the NHAFC. Brent will be the point of contact with the Department of Safety.

Subcommittee of House Bill 2 Recruitment & Retention:

Emanuel met with Director Justin Cutting, Nick Mecuri, and Matt McLean at the Durham fire station on September 26, 2023 to discuss a roadmap of financial priorities for the \$150K earmarked for the NH Fire Academy.

Discussion for a proposal to utilize funding for courses to include recruit school, instructor 1, fire officer 1 and 2 course fees and potentially overtime and backfill. Cost estimating is required before taking further action.

CFSI 2024

On April 24-25, 2024, the Congressional Fire Services Institute (CFSI) will host the 34th Annual National Fire and Emergency Services Symposium and Dinner in Washington, DC.

Save the date and determine who should be attending. <https://www.cfsi.org/34th-annual-national-fire-and-emergency-services-symposium-and-dinner/>

NHMA Conference:

“Zap the Gap: How to Make Peace & Work Effectively in a Multigenerational World.” will be held Wednesday and Thursday, November 15-16th at the DoubleTree by Hilton Downtown Manchester Hotel, Manchester, NH.

The NHAFC presentation, **A Fire Chief's Perspective on Contemporary Leadership and Personnel Challenges**, is scheduled for **Thursday, November 16, 2023 at 2:30 p.m. - 3:45 p.m.** in the **Webster Room**. If you are presenting in a session with multiple speakers, please note that your fellow speakers are receiving this same email.

Science to Station Conference:

Emanuel will be attending the Science to Station conference in Tucson AZ the first week of November. <https://science-alliance.org/science-to-the-station-tucson>

Fire Department Safety Officer Association:

Emanuel suggested that members look at the FDSOA conference in January. <https://www.fdsoa.org/page-18155>

Seacoast Chief Fire Officer Mutual Aid District Training:

Billy Goldfeder will be speaking in Dover, NH on November 8, 2023. <https://www.eventbrite.com/e/billy-goldfeder-fire-officer-and-fire-fighter-safety-seminar-tickets-729345922287>

Brief conversation about the pending legislation regarding the Retirement Benefits Commission - Scott Hunter suggested that NHAFC should reach out to PFFNH. Emanuel and Hunter should catch up with Adam Schmidt at NHAFC meeting on October 12th.

Chief Scott Hunter was selected

LEGISLATIVE REPORT:

- **2024 Bill Titles** - The House filing period for 2024 legislation was in mid-September. The Senate period for filing legislation closes on Thursday, October 12. At this point, we can only see the titles of the bills and the sponsors. The attached list includes all of the bill titles we have flagged for NHAFC for 2024. Senators can also file “confidential” legislation, meaning that the title is never made public. We may not get to see all of the titles that impact the Association before the session begins. We should start to see text of the legislation in November.

- **HB 373 (Ambulance Billing)/Ambulance Summit** – The discussions regarding ambulance services started with the introduction of HB 373 during the 2023 session. The bill sought to prohibit “balance billing” for ambulance services. It was retained by the House Commerce Committee after NHAFC and a number of ambulance providers testified against the bill. Subsequent to the Legislative session, NHAFC was invited to participate in an “ambulance summit” at the NH Department of Insurance. The goal of the summit was to bring together regulators, insurance carriers, and ambulance providers to attempt to address a number of issues, beyond balance billing, which impact the provision of service.

The next meeting is scheduled for October 20. NHAFC members should have received a short, web-based survey regarding costs for providing municipal ambulance service. If you have not done so, please take a moment to respond. At a recent meeting, there was discussion regarding development of a fee schedule for ambulance services. This would accompany a balance billing prohibition. While no details or specifics were developed, it appears that the concept will be discussed at future meetings. Moving forward, NHAFC would like to have data to demonstrate the true costs of providing ambulance services. If a fee schedule is proposed, we would want to ensure that the fees cover the actual costs associated with ambulance service since balance billing may be eliminated.

No Department’s specific information will be shared. Rather, the aggregated data should help the Association push back if a fee schedule is proposed that would be insufficient for communities which provide the service.

- **Retirement Benefits Commission** - During the debate on the state budget, language was removed, which would have eliminated the “middle tier” in Group II. The language to eliminate the middle tier was replaced a Study Commission consisting of legislators and participants (employer/employee) in the retirement system. The Commission has been meeting fairly regularly throughout the fall. While a number of issues are being discussed, many members are focused on alternatives for eliminating the middle tier. They would like to “pre-fund” any employer costs associated with the benefit change. Rather than a year-by-year state general fund allocation, the existing surplus funds could be used to address the costs. The initial cost estimates for pre-funding the revisions to benefits were higher than some legislators had hoped. Discussions continue about alterations which will restore some benefits without additional costs to employers. There will likely be legislation to implement any compromise that can be reached in the 2024 session.
- **E-911 Personnel Training Study Committee** – Governor Sununu signed HB 376 into law earlier this year. The bill created a study committee to examine the education, training, and requirements for E-911 dispatch for fire, police, and EMTs. The committee is tasked with recommending regarding uniformity in training/certifications. After several committee meetings and tours, the members

directed Legislative staff to prepare a report with their findings and potential recommendations. At this point, it is unclear what the report may say. There were proposals to require specific training for any staff that may answer E-911 calls, even if just covering while a permanent staff member was on break. This may create new training and record keeping requirements for Departments will handle emergency calls internally. We may see additional legislation on this topic in 2024.

2nd Vice President Report (Watkins) – No report

Sgt. At Arms (Hunter) –

- He asked that all Chiefs complete the survey for ambulance billing. They need the data to work to clarify our position with the committee. This could affect the revenue side for departments who run ambulances so we're staying on top.

Committee Reports

Scholarship Committee – (Marshal Toomey) – No report

Division Reports

Fire Marshal – (Marshal Toomey)

ADMINISTRATION:

Personnel:

We currently have 2 full-time vacancies and 1 part-time vacancy. The following openings are those that we are actively recruiting for at this time:

Full-time Fire Protection Specialist

Full-time Administrative Assistant

Part-time Building Code Review Board Administrative Secretary

We welcome the following new staff to our office:

- Austin Wakefield joins our staff in a full-time position as Fire Protection Specialist on October 20th

Legislation:

The process of submitting legislative service requests (LSR's) begins in the House & Senate begins this month.

We will work to evaluate the LSR's and share information as it becomes available.

Board of Fire Control:

The Board of Fire Control held a public meeting in September to address proposed amendments to move the 2021 editions of NFPA 1 and NFPA 101 into the legislative process.

- Proposed amendments:
 - Maintain current sprinkler protection requirements for new restaurants and bars
 - Maintain current sprinkler protection requirements for new daycare facilities
 - Amend NFPA 1 to allow portable generators to be spaced at 5' (current requirement) instead of 20' as proposed
 - Modified the sprinkler requirements for existing residential buildings up to 4 dwelling units
 - Readopt with some clean-up the current Saf-FMO 300 rules

Foam Take-back Program:

The contract for the foam take-back program was approved by the Governor & Executive Council at the end of June. DES has advised the project has been delayed to later this fall due to trucking issues with the subcontractor. Additional information will be released as the details are finalized.

Residential Sprinklers in 3 & 4 family dwellings:

Following stakeholder meetings, a proposed code amendment was introduced at the Board of Fire Control during the September meeting to allow existing residential buildings with up to 4 dwelling units to omit sprinkler protection as long as certain conditions existed. This amendment passed and is headed through the legislative process. We also know of one LSR relative to discussion. A similar amendment will be heard at the October Building Code Review Board meeting.

BUREAU OF INVESTIGATIONS:

In the month of September, we received 12 incident notifications resulting in 2 scene responses. The Bureau of Investigations currently has 23 open arson or suspected arson investigations.

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

- On September 14, Investigators responded to a structure fire in Bradford. The investigation is ongoing and the fire is considered to be incendiary.
- On September 24, an investigator and K9 responded to Nashua to assist the Nashua Fire Department with a residential house fire. The fire is under investigation by NFD.

Ignitable Liquid Detection Canine Teams:

- There was one IGL canine deployment in September.

Youth Firesetter:

- There was one youth fire setter assessment and one inquiry in September.

Court:

- FMO personnel were prepared to testify in one court hearing in September, but the suspect failed to appear again (same suspect and case as in August). A warrant was issued for that person's arrest for failing to appear in court.

FMO investigators are available to assist agencies day or night with investigations involving fire, carbon monoxide releases and building collapse. Depending on the type of investigation, it may be as simple as contacting the on-call supervisor and providing a consult over the phone. In other instances, it may be necessary to send out a team of investigators to assist with the origin and cause investigation. Please do not hesitate to reach out to our office for assistance. The on-call supervisor can be reached at the FMO Office during normal business hours at 603-223-4289 or NH State Police Communications after hours and on weekends at 603-223-4381.

Fire Investigations (NH RSA 154:7-a) states, "The fire officer in charge or designee shall investigate the cause and origin of fires, including the taking of evidence relative to the cause and origin of fires...."

Report of Causes and Origins of All Fires (NH RSA 153:11) states, "When the cause, origin and circumstances of any fire occurring in any city, town, village, district or precinct in this state indicates that such fire was the result of design, or of suspicious origin, the fire chief shall immediately notify the state fire marshal."

Investigations (NH RSA 153:18) states, "Any fire, building collapse, or release of carbon monoxide other than from a motor vehicle occurring where death results shall be reported immediately to the office of the state fire marshal by the fire chief, and the office of the state fire marshal shall investigate the fire, building collapse, or release of carbon monoxide within 48 hours after receiving said report."

See the attached updated Fire Investigation District and Regions Map

BUREAU OF BUILDING SAFETY & CONSTRUCTION:

State Building Permit System:

We processed the following permits in the month of September:

- Building: 14
- Electrical: 17
- Plumbing: 1
- Mechanical Fuel Gas: 4

- Mechanical Non-Fuel Gas: 0
- Fire Protection: 3
- Fire Alarm: 6

Technical Assistance, Educational & Healthcare Reviews:

We initiated 8 educational and 13 healthcare plan reviews, completed 202 inspections and 141 technical consults in the month of September.

Variance Requests:

We processed 6 variance requests in the month of September.

Modular Building Program

We completed 22 modular building inspections in the month of September.

BUREAU OF OUTREACH & EDUCATION:

Hazardous Materials:

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

Our Hazardous Materials Coordinator is available for PEAC Software training for fire departments. PEAC is used for documentation of Tier II facilities and chemical storage.

In the month of September, our Hazardous Materials Coordinator provided air monitoring and respiratory protection training to members of our Bureau of Investigations. He also provided a presentation to the Central NH REPC on Tier II reporting and participated in the Manchester Fire and Southeastern NH Haz Mat Team containment booming exercise at Lake Massabesic. He also worked with NH DES on updating their Area Rae Air Monitoring System.

In the month of September, our Hazardous Materials Coordinator attended the Hazardous Materials Collaborative meeting, the DHSS Chempack working group meeting, and the monthly PEAC software training.

Electric Vehicles and Lithium-Ion Batteries

We have held two meetings to discuss the challenges of electric vehicle fires and lithium-ion batteries. The meetings have included representatives from the State Fire Marshal's Office, Fire Academy, HSEM, State Police, DMV, DES, DOT, Tow Association, Auto Dealers Association, Clean Energy NH, NH Chiefs of Police and the NH Association of Fire Chiefs.

The International Code Council has established an ad-hoc group to evaluate building and fire code impacts from electric vehicles and lithium-ion batteries. The National Fire Protection Association Research Foundation is conducting a study. UL's Fire Safety Research Institute is also conducting a study.

Regional Outreach/Chief's Roundtables:

We continue to partner with the Commissioner's Office, other Department of Safety Leadership and the NHAFC to conduct regional outreach/Chief's Roundtables. The next meeting is scheduled in conjunction with the Seacoast Chiefs on November 2nd.

Incident Reporting:

If you don't already have an account to securely transfer to and receive files from the SFMO, please register for free today! More info included in this link: [SFTP2020bulletin.pdf \(nh.gov\)](#).

2023 is quickly coming to a close and we still have 40 departments that have yet to submit any data for the year. We ask that you do so as soon as possible so we can close out the year in a timely fashion. Your commitment to ensuring we have great data to accurately show the fire problem in NH is greatly appreciated! If you are having difficulty sending your data or need assistance, please reach out to our team.

Have you looked at your .err files lately? These are important files that you likely receive on a monthly basis that contain invalid incidents, a.k.a. error messages. We can help you through the process so that you can resubmit any invalid incidents and receive full credit. Please contact us at 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. If you are interested in having a presentation on the program or would like to request one, please email NHESR@dos.nh.gov.

In May, the U.S. Fire Administration (USFA) announced their effort to launch a new fire information and analytics platform, known as the National Emergency Response Information System (NERIS), for the American fire and emergency services. Please find more information here: [Media Advisory: USFA Announces New Fire Information Platform \(fema.gov\)](#). Once NERIS is developed and operational, USFA will work to migrate fire and emergency services departments onto the new platform. The legacy NFIRS will remain operational throughout the transition process so all fire and emergency services departments should continue to use the current NFIRS data system and maintain status quo until migrated to the new platform. For more information, please check out this on demand webinar:

[Now Available: On Demand Access to Modernizing the U.S. Fire Data System - An Introduction to the National Emergency Response Information System | UL's FSRI – Fire Safety Research Institute](#)

If you have questions or you are having difficulties, please reach out to the NHFIRS data team using the following email: NHFIRS@dos.nh.gov.

Outreach Events:

On the evening of September 20th, members of the SFMO attended the Bedford Fire Department Open House. Members staffed a fire safety table and canine demonstrations were provided by Deputy Fire Marshal Adam Fanjoy and his K9 partner Anthem.

On September 21st, Sparky and members of the SFMO attended the annual Campus Night Out at Keene State College. Members staffed a fire safety table and handed out fire safety education materials. Canine demonstrations by Deputy Fire Marshal Adam Fanjoy and his K9 partner Anthem were also a huge hit.

On September 27th, members of the SFMO attended the Somersworth Fire Department Open House. Members staffed our Public Education Incident Command Trailer for guests to visit and learn and practice fire safety education. Investigator Solomon Rosman and his K9 partner Reeves were also present and provided a canine demonstration to attendees.

On September 28th, Investigator Solomon Rosman and his K9 partner Reeves performed a canine demonstration for the students in the Fire Investigator course currently being held at the NH Fire Academy.

On September 30th, members of the SFMO attended the Plymouth Fire Department Open House. Members staffed a fire safety table and tested Fire Prevention Week fire safety knowledge with our trivia wheel. Canine demonstrations were also provided by Deputy Fire Marshal Adam Fanjoy and his K9 partner Anthem.

Public Education:

Fire Prevention Week is here! The theme this year, which runs from October 8th to 14th, is "Cooking safety starts with YOU. Pay attention to fire prevention™." The goal will be to educate everyone about the simple but important actions they can take to keep themselves and those around them safe when cooking. Find materials and resources to support your department's efforts here: www.firepreventionweek.org. We are excited to be partnering with many departments around the state for their FPW festivities!



Are you familiar with the USFA's Fire and Life Safety Communicators Initiative? This initiative is a collaboration among the fire and emergency medical services to speak with "one voice" on fire and life safety. They believe in working together to present consistent messages. The theme for 2023 is "Step Up for Fire Safety" and takes a #BeKnowDo approach. As no surprise, the monthly theme for October is Fire Prevention Week's Theme – Cooking Safety Starts with YOU. Pay attention to fire prevention. For more information on this initiative, or to find outreach materials on the monthly topics (examples below), please visit: [Fire and Life Safety Communicators Initiative \(fema.gov\)](https://www.fema.gov)



Training Opportunities:

Have you visited the FM Global Fire Service Learning Network online? FM Global has a longstanding, deep commitment to assisting the fire service through training, education, and grant funding in fire prevention, fighting fire in sprinklered buildings, fire response to commercial/industrial properties, ignitable liquids and gases, pre-incident planning, and fire protection systems. As part of this commitment, FM Global provides the FM Global Fire Service Learning Network to deliver critical training for the fire service in FM Global's focus areas, including fire protection in commercial and industrial properties. The network offers online training programs, including FM Global's popular "Fighting Fire in Sprinklered Buildings" course, and fire service resources. Available resources include FM Global Data Sheets, pocket guides, and pre-incident planning materials guide. All training and resources are free. Create an account and log in to access the fire service training and resources here: [Fighting Fire In Sprinklered Buildings | Fire Service Learning Network \(fmglobalfireserviceresources.com\)](https://www.fmglobalfireserviceresources.com)

Additional SFMO programs are in the works for this fall. A big thank you to all the departments that participated in our training topic request survey. Your feedback was helpful! Keep an eye out soon for class offerings relative to oil burners, furnaces and gas appliances and heating systems, as well as scenario-based training that will build off of the NFPA code classes previously offered.

Please reach out to Deputy Stacey Dubois at stacey.l.dubois@dos.nh.gov if you are interested in hosting a program or would like to suggest a future training topic.

Fire Standards/Training/EMS – (Director Cutting) **ADMINISTRATION**

ADMINISTRATION

Personnel

- The open Fire Service Instructor Supervisor position in the Bureau of Certification and Support application period has closed and we are evaluating candidates for the next phase of the process.
- We have one vacancy for Program Specialist III (Education Technologist) of the Educational Technology section of the Division and we have advertised the positions for candidates. Interviews for these positions continue.
- We have advertised for our three new full-time Fire Training Instructors.
- We have one part-time Compliance Specialist position open which has been advertised for candidates.
- Frederick Miuzzo began this month as our new Program Specialist III position in the EMS Bureau (RespondNH). Frederick comes to us from the Fire Marshal's Office.
- The part-time EMS Vehicle Inspector Coordinator position application period has closed and we are conducting interviews.
- Our part-time Program Coordinator positions for Fire Officer, Instructor and EMS Initial Programs are open and we are seeking applicants.

Grants

- We continue to acquire equipment funded by the 2021 and 2022 AFG's that we were awarded.
- The architectural firm retained for the Raymond S. Burton Fire and EMS Training Facility project is proceeding with obtaining necessary permits and completion of the construction documents in preparation of advertising the project for bids this fall.
 - Land clearing is expected to begin this fall/winter with site work starting in the spring of 2024.
- The Department of Health and Human Services Covid Disparities Funding program we are seeking funds from will allow us to expand Image Trend to add Continuum, additional IFT, MIH and simulation training and staff support. We are working to complete the MOU and facilitate this through Governor and Executive Council.
- The NH EMT Training Program remains active with grant funding for training new and existing EMS providers. Contact our Division or NH Employment Security for details and question.

Special Projects

- We have announced our new online classroom, which can be reached at www.nhfaemslearning.org. The new online learning classroom will replace our older classroom, which is located at ola.nhfa-ems.com. With the launch of the new site, students can continue to access all our existing online training programs, as well as an expanded catalog of

trainings which include individual Firefighter I and II modules. Additionally, the new classroom works in conjunction with RespondNH, the Division of Fire Standards and Training & EMS's central portal for managing all provider and service demographic profiles, licenses, certifications, and training records.

- Students will not be able to initiate any new training on the old online learning academy, which will be completely retired as of October 18th, 2023. If students are currently enrolled in a course, they will continue to have access at ola.nhfa-ems.com but must complete it by October 18th, 2023, to avoid losing progress. Any partially completed coursework will be lost. Any incomplete courses will need to be restarted from the beginning in the new site. To learn the specifics of how to access and use the online classroom go to <https://nhfa-ems.com/new-online-learning-academy/>. For any questions please contact fstemsonlinelearning@dos.nh.gov.
- We will be announcing the “On My Time” modular delivery program for Firefighter I and Firefighter II as allowed in the Fire Administrative rules. Students will be able to directly self-enroll into any of the online Firefighter I and II modules and achieve completion. A State instructor will then be able to conduct the practical skills training and submit the course completion paperwork for students to achieve completion of a module. After a student completes all modules, they would be eligible for certification testing.
- We have begun the planning process for our website transition and improvements with NH DoIT.
- We have coordinated with DoIT on an assessment of our classroom technology and are awaiting the recommendation report.
- The *Law Enforcement Officers, Professional Firefighters and Emergency Medical Technicians Career Development, Recruitment and Retention Program* committee established in New Hampshire RSA 188-F:70 met on September 7th. The next meeting will be held October 12th at the Fire Academy, 1100 in the Dorm building, Classroom 7.

Facilities

- We are working on the replacement of two AC condenser units in the older portion of the dormitory building. The bid process, issuing of contracts and Governor and Council approval are anticipated this fall.

Legislative/Administrative Rules

- The Fire Standards and Training Commission amended Fire rules relative to the Recruitment and Retention report and its recommendations are working through the internal legal process in preparation for submission to the Joint Legislative Committee on Administrative Rules (JLCAR) which will include public input.
- The Educational Training Agency ruleset (Saf-C 5900 EMS) continues to be facilitated through the JLCAR process.
 - The Department of Safety will be holding a public hearing on the proposed Administrative Rule changes for Saf-C 5900 in relation to Educational Training Agencies. Comments can be submitted to rules@dos.nh.gov and the public hearing will

be Monday, October 23, 2023, at 10:00 a.m. at Fire Standards and Training & Emergency Medical Services Auditorium, 98 Smokey Bear Blvd Concord, NH 03305

- Links to documents:
 - [Rulemaking notice 2023-0228](#)
 - [Proposed Rules](#)
- The proposed Trauma Rules are working through the internal legal process.
- The House LSR filing period is from September 11th-15th and the Senate filing period opens on September 28th. To date we are tracking twelve legislative service requests.

Outreach

- We are continuing our Leadership Roundtables with the Commissioner, Fire Marshal's Office, HSEM and Emergency Services and Communications with regional Fire Chief's and EMD's.
 - Invited by and attending the Seacoast Chief's Mutual Aid District on November 2nd.

Mental Health & Resiliency

- Crisis Intervention Team Training – Londonderry October 23rd
- The mental health planning group has been active in preparing for another Mental Health Seminar to held in January 2024.
 - The 2024 Mental Health & Wellness Seminar will take place at the NH Fire Academy in Concord, NH on January 17-18, 2024.
- We continue our work in partnership with the Police Academy to develop a more comprehensive program for PTSD training utilizing experts from this field in development of the curriculum and delivery. We met with the Director of Behavioral Health at DHHS and are working on a MOU for grant funding.

Recruitment and Retention

- Upcoming Recruitment and Retention events:
 - IAFC Recruitment and Retention Certification Course – Concord October 28th
 - Building Community Support to Improve Hiring – Hampton November 1st
 - Fire & EMS Mentorship Program – Virtual November 14th
 - Extinguishing Sexual Harassment in the Fire Service – Concord campus December 6th
 - Boost Your SAFER Grant Writing for Recruitment and Retention – Concord campus January 22nd
- The July edition of the Recruitment and Retention Newsletter is available at <https://www.nh.gov/safety/divisions/fstems/documents/RTNewsletterJuly2023.pdf>

Fire Standards and Training Commission / Curriculum

- The next Fire Standards and Training Commission meeting will be November 2nd at 0930 in Classrooms 5/6 in the dormitory building at the main campus.

- The Fire Standards and Training Commission has approved the written comment period to open from September 8, 2023, to November 11, 2023, for public comment on the proposed changes to the NFPA 1033 Fire Investigator curriculum following their preliminary approval of the curriculum updates.
 - Public comment can be submitted at: <https://nhfa-ems.com/fst-commission-curriculum-public-feedback-form/> and the public hearings are scheduled for Wednesday October 18th at 1500 and 1700 at the Bedford Fire Department, 55 Constitution Dr., Bedford, NH.

BUREAU OF FIRE TRAINING

Courses/Programs

- Firefighter I
 - The LRCC program began August 16th.
 - The Fall Recruit class began on August 14th
 - Loudon – August 28th
 - Lyme – August 15th
- Firefighter II
 - Burton Campus – August 26th
 - Concord – September 9th
 - Hampton Falls – September 13th
- Technical Rescue
 - Trench Rescue – Concord Campus October 14th
 - Trench Rescue – Concord Campus October 30th
 - Confined Space Rescue Technician – Concord Campus- November 29th
 - Confined Space Rescue Technician – Concord Campus December 9th
- Driver Operator
 - Driver/Operator – All Vehicles
 - Sunapee – September 12th
 - Bartlett (Glen) – October 4th
 - Driver Operator – Aerial Apparatus
 - Loudon October 17th
- Hazardous Materials
 - We are partnering with the International Association of Firefighters to host a Pro Board Hazardous Materials Technician program at the Concord campus in the Spring of 2024.
- IAFF Fireground Survival
 - Concord October 16th
 - Concord November 13th
- Airport Rescue Firefighting
 - Airport Firefighter – Concord Campus May 6th
- Facilities and Prop Usage

- Goffstown, Manchester and Bedford FD's utilized the Concord campus for department training.
- Stoddard and Keene FD's utilized the forcible entry prop at their departments.
- All of the curricula for programs may be found at <https://nhfa-ems.com/curricula/> . Departments have asked for this information so it can be used in the delivery of local training drills and evolutions.
- For all current course listings, you can go to <https://nhfa-ems.com/scheduled-courses/>

Apparatus/Equipment

- The new ARFF truck is in production at E-One in Ocala, Fl. and is expected in 2024.
- The new Engine is in production with an anticipated timeframe for completion in the spring of 2024.

BUREAU OF CERTIFICATION AND SUPPORT

Courses/Programs

- Instructor I/II/III Programs
 - Instructor I – Burton Campus October 4th
 - Instructor I – Concord Campus January 11, 2024
 - Instructor I – Keene April 6, 2024
 - Instructor II – Virtual August 1st
 - Instructor II - Virtual February 20th
 - Instructor III – Virtual October 30th
- Instructor Professional Development
 - Titrate Your Training: Using Outcomes and Objectives – Concord campus on November 16th and November 21st
- Fire Officer I/II Programs
 - Fire Officer I – Keene August 24th
 - Fire Officer I - Concord December 7th
 - Fire Officer II – Virtual October 12th
- Fire Inspector Programs
 - Fire Inspector I – Concord Campus September 7th
 - Fire Inspector I - January 11, 2024
 - Fire Inspector II – Manchester March 28th
- Fire Investigator
 - The 2023 offering began August 24th at the Concord campus.
- Warrants and Citations – Concord November 15th
- National Fire Academy
 - F0142 Residential Sprinkler Plans Review – Nashua October 11th
 - MGT-347 Incident Command System Forms Review – Concord campus November 28th-30th

- W0770 Fire Investigations: First Responders – Concord Campus December 9th
- F0322 Incident Command for Structural Collapse Incidents – Concord Campus January 24, 2024
- F0458 Preparation for Initial Company Operations – Concord Campus February 10, 2024
- Incident Command
- “Your Workplace has Changed: Fire Dynamics for Structural Firefighting”
 - Franconia – October 28th with an expanded class size to 60 students to accommodate demand.
 - This program has been very successful and highly requested.
- For all current course listings, you can go to <https://nhfa-ems.com/scheduled-courses/>

Instructors

- We are continuing our review and analysis of our per diem Instructor pay and incentive structure and are developing a program of professional development for Instructors.
- The Division is always looking for highly motivated team members to become instructors. If you are interested in becoming an instructor, please contact Assistant Director Jeffrey Phillips at Jeffrey.r.phillips@dos.nh.gov or 603-223-4213

CPAT

- The final 2023 CPAT will be held at the NH Fire Academy on November 3rd with retesting on November 4th.
- 2024 CPAT
 - Department leaders are asked to fill out the agreement being sent which should arrive later this year. This will come with a cover letter that includes testing dates and locations and a form to be returned requesting department information and a designated contact person for the department.
 - Department assistance is needed for CPAT on testing days. Please confirm available personnel to assist with Scott Merrill at scott.d.merrill@dos.nh.gov prior to the test date to assist in planning.
 - Additionally, please encourage anyone considering full-time status to register for the exam.

Testing

- Our work continues on acquisition of new testing software for the Division. The vendor that was chosen has withdrawn their proposal. We are working on the next steps necessary. When final, this will enable us to begin computer-based testing and eliminate the paper method.

BUREAU OF EMERGENCY MEDICAL SERVICES

Boards and Commissions

- The NH Medical Control Board meeting will meet at 0900 on November 16th in classrooms 5 & 6 in the dormitory building.
- The NH Emergency Medical and Trauma Services Coordinating Board meeting will meet at 1300 on November 16th in classrooms 5 & 6 in the dormitory building.
- The NH Trauma Medical Review Committee (TMRC) will meet at 0930 on October 18th in classroom 2.
- The Privacy Committee will meet at 1300 October 25th in the dry lab.

Operations

- The EMS Simulation Training Program is active with ongoing planning for open enrollment courses in 2024.
- EMS license applicants are experiencing a three week wait for background checks.

Courses/Programs

- Emergency Medical Responder (EMR)
 - The fall class began September 20th in Walpole, Concord and in Lancaster.
 - The winter 2024 class begins January 10th in Concord, Mont Vernon and Littleton.
- EMS Continuing Education
 - Cardiology Adult Cardiac Arrest – Burton Campus October 20th
 - Polio and Polio Vaccine – Virtual October 10th
 - EMS Grand Rounds – Concord campus October 12th
 - Taking Care of Mom and Dad – Concord Campus October 4th, Virtual October 19th
 - Stroke Workshop: Challenges in Transitions of Care for Stroke Patients – Concord campus October 30th
 - All Day Concord Hospital Cardiac Arrest Resuscitation Symposium – Concord campus October 31st
 - Just Breathe: An Overview of Pediatric Respiratory Illnesses – Concord campus November 1st and Virtual November 16th
 - Cardiology Pediatric Cardiac Arrest – Concord Campus November 9th & Burton Campus December 29th
 - Hoarding Disorder – Concord Campus December 6th & Virtual December 21st
 - NAEMT Tactical Emergency Casualty Care (TECC) – Concord campus December 9th
 - Obstetrics and Childbirth – Concord January 24th
 - For all current course listings, you can go to <https://nhfa-ems.com/scheduled-courses/>
- EMS in the Warm Zone Awareness, Operations and Rescue Task Force Concepts
 - The Awareness and Operations courses are available free to students on our online training platform. The RTF Concepts class is a half-day in-person training that is also available. Grant funding opportunities are available for those that have not done so already.

- If anyone is looking for this program, please contact Shawn Croteau at Shawn.A.Croteau@DOS.NH.GOV

Clinical Systems

- Work continues on EMS Protocols Ver. 9.0 with a projected release in the first quarter of 2024.
- Work is being done to reformat the EMR protocols in Ver. 9.0 with an evaluation of alignment with the National Curriculum standards.
- Work continues on the Operational Canine protocol.
- We are working with the Trauma Medical Review Committee on the ACS Migration Plan for Trauma Hospital designations.
- We continue our outreach and support to agencies for inter-facility transfers and mobile integrated health programs.

Data Management

- NFIRS/Respond NH
 - If you would like to start using the New Hampshire Emergency Services Reporting System (NHESR), please fill out the form available at <https://nhfa-ems.com/nhesronboard/>.
 - Fire User Group meetings occur remotely on the second Wednesday at 1300 hours each month. Contact Joseph Cartier for the link.
 - EMS User Group meetings occur remotely on the fourth Wednesday at 0930 hours each month.
 - 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.
- RespondNH
 - The Division continues to expand the capabilities of the RespondNH system. As we are able to utilize this system and analyze more data it is important to have department roster information updated and current. Each department has the full capability to manage their own roster by adding new staff and removing those that may have left. Departments are able to do this at any time. For State level reporting information please fill out your roster information to include their status (career, call, or volunteer) as well as the duties they provide such as EMS care and/or fire suppression.
- TEMSIS
 - The EMS data team held an open, in-person working group meeting on Thursday 9/7/23 from 1330 to 1630 hours to get feedback and suggestions for updates to the EMS form. The purpose of this working group meeting was to

solicit constructive feedback and recommendations from EMS providers who utilize the EMS forms in practice, on ways the run form can improve going forward.

- The data team will be hosting bi-monthly remote meetings to review current change requests and implement them into the form.
 - All NH EMS providers are invited to attend regardless of rank, call volume, or time in the field. Attendees should bring a collaborative, solution-based approach. This is your chance to have input into the EMS form that you use every day. Note that this meeting will not be discussing the fire run form, or other aspects of NHESR beyond the EMS run form itself.
 - Feel free to email nhesr@dos.nh.gov for the meeting link or with any questions or comments.
- 21,511 EMS incidents were entered into the system for September and 201,149 incidents to date.
 - Preparation for NEMSIS 3.5 is ongoing.

Compliance

- There are currently over 38 active investigations and ongoing cases.

Preparedness and Special Projects

- Outreach continues on both AED and CPR programs.

Fire Standards and Training Commission – (Chiefs Clark/DeAngelis) –

- He affirmed Director Cutting's report.

NH Emergency Medical and Trauma Services Coord. Board – (Dep. Chief Paquette) – No Report

National Volunteer Fire Council (NVFC) – (Chief Corey) – (Submitted in writing)

- You get a lot of information, books, fire extinguishers and drinking water, from your membership. Join the NFVC today.

Homeland Security and Emergency Management – (Dir. Buxton) – No report.

EMS Trauma Medical Review Board – (Chief) – no report

Commission to study the Incidence of Post-Traumatic Stress Disorder in First Responders – (Chief Watkins) - (Reported earlier in minutes)

Forests and Lands – (Chief Sherman) – No report

Board of Fire Control – (Chiefs Hunter/Clark) – Chief Hunter deferred to Marshal Toomey’s report.

Building Code Review Board – (Marshal Lennon/Chief Conley) – No report

Manufactured Housing Installation Standards Board: (Chief Blanchette) – No report

Division of Emergency Services and Communications – (Director Doyle) – Report submitted in writing for the minutes.

- Laconia Facility Update: Selection of the A&E firm has been made and the scope of services has been determined. Contract review for their services is underway;
- Legislation Watch:
 - The Study Committee for Dispatcher & Telecommunicator Training Standards met and had discussion for follow up action items regarding training needs and whether certifications are necessary;
- The quarterly 911 Commission meeting was held at the Fire Academy;
- 988 transfers from 911 = 293, since “go live” in July 2022;
- The Northern Border Consortium (small group) is meeting in Pittsburg on 11/17 to discuss communication & response concerns;
- DESC personnel attended the CISA “911 Resilient” symposium in Washington with a focus on hardening, resiliency and redundancy of 911 systems;
- Met with Hampstead Hospital Staff to discuss response and expectations when they call 911 as well as provide training to their staff and a review of their in-house phone system for compliance with location requirements;
- Social Media:

In September, the Division of Emergency Services and Communications utilized its social media platforms (Facebook, Twitter, and Instagram) to announce the public launch of our New Hampshire 911 CARES program, share important safety

information like text-to 911 and knowing your location, as well as celebrate achievements and professional development of many of our team members across all areas of the Division. Additionally, we highlighted several of our public outreach and education events with local public safety partners and kept our audience engaged with a #TuesdayTip weekly series across all platforms.



- Had a discussion with folks from Rhode Island Behavioral Health to review New Hampshire’s 911/988 interaction and call transfer models;
- Mutualink contract discussion renewal continues, discussion related to costs and statewide coverage has been ongoing;
- 988/911 Community of Practice meetings continue monthly...developing best practices for 911 PSAPS and 988 call centers across the country;
- Genasys is the new platform we will be using for our ENS (Emergency Notification System) taking the place of CodeRed. Training will be available to

local municipalities and EMD's before we move to the new platform on January 1st;

- Watch for a memo coming from our office related to Language Line Services and how it is to be used and accessed by Public Safety. Usage has skyrocketed for other than life-safety matters, which has significantly increased costs.

NH E-911 Commission – (Chief Thomas)

- In the absence of Director Doyle, Chief Thomas read his report and highlighted the actions at the 911 Commission meeting.

NH Drug Overdose Commission – (Chief Thomas) – No report

NH Information Analysis Center – (James Heinz-liaison) –

- Mr. Heinz reinforced Comm. Lavoie's warnings about cyber security. He expanded on the importance of protection and described national efforts to curb it.

New England Fire Chiefs – a Division of the IAFC – (Chiefs Jones/Murray) –

- Chief Jones reported on the conference held at Mohegan Sun. 900 people attended. Professional development classes very well attended. Chief Keith Stark of Weymouth, MA was elected Director (NE) to the IAFC.

Old Business -

New Business –

- Chief Thomas made a motion (seconded by Chief Chamberlain) that the ***New Hampshire Association of Fire Chiefs accept the terms on the Hazardous Materials Emergency Preparedness (HMEP) Grant as presented in the amount of \$25,000.00 for the New Hampshire 2024 Hazmat Conference. Furthermore the New Hampshire Association of Fire Chiefs acknowledge that the total cost of the Project will be \$30,000.00 in which the Association will be responsible for a 20% match (\$5,000.00). The New Hampshire Association Authorizes Chief Henry E Thomas Jr. to sign all documents related to the Grant.*** The motion carried unanimously.
- Professor Nick Mercuri thanked everyone who attended the meeting at LRCC. He also spoke of the Paramedic program and the grants available to fund the class. He also spoke of other programs in cooperation with UNH.

Good and Welfare –

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Raffle – The raffle was held. \$225.00 was collected and \$110.00 was awarded. \$25 was returned Proceeds were counted by Chief Hunter and ED Lemire.

The meeting was adjourned at 0953 hrs.

Respectfully submitted,

Chief Brent T. Lemire, ret.
Executive Director, NHAFC

October 12, 2023