



NEW HAMPSHIRE ASSOCIATION OF FIRE CHIEFS, INC.

Working Together to Make a Difference

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Minutes of a Virtual Meeting of the NH Association of Fire Chiefs

Thursday, September 12, 2024

The meeting was called to order by Chief Emanuel at 0904 hours.

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

Welcome from Host: n/a

INTRODUCTION OF MEMBERS. ED Lemire polled members from the list for attendance. 46 had signed up and 40 were in attendance.

Special Guests:

Minutes: A MOTION (Reinert/J. Chamberlain) to approve the minutes of the August meeting, carried unanimously.

Treasurer's Report: A MOTION (Hall/Hunter) to approve the financial reports from August, carried unanimously.

Communications: ED Lemire shared a letter of approval from the IRS on our exempt status.

Applications for membership: Chief Fred Mitchell of the Farmington Fire Department and Chief Jason Martin of the Keene Fire Department have been approved for membership.

Life Membership: n/a

Representatives from the survey group presented information on the NH Ground Ambulance Cost Study and presented an overview PowerPoint.

President's Report: (Emanuel) –

- Chief Hunter, ED Lemire and I met with the Department of Safety Leadership on Monday. Conversation with Commissioner Flynn, Directors Buxton, Doyle,

Cutting, and Marshal Toomey. Looking to bring LE into the conversations next quarter.

§ We communicated about issues that will be discussed under individual reports at today's meeting.

- EV/Lithium Ion Council: the workgroup that the NHAFC and NHCOP is responsible for regarding emergency response, PPE, and training and education met on Wednesday September 4, 2024.
- Met with NE Fire Chiefs at FRI 2024 in Dallas and invited them to our professional development program in November.
- I attended the NH 100 Club function with Chief Carrier last week.
- I wanted to share with you information regarding the production of the New Hampshire Theatre Project's Elephant-in-the-Room Series®: a staged reading of the play Aftermath by Tim Barretto, focusing on Post Traumatic Stress (PTS) in First Responders. Aftermath is the story of one firefighter and how the reverberations of a tragic accident triggers his PTS and profoundly affects his life, as well as his family and colleagues.
 - The program will be held on Wednesday, October 23, 7-9:00 pm in the MUB Theater. Free tickets may be obtained at the site: <https://www.nhtheatreproject.org/onstagenow>,
 - I have seen the program and plan attend the event with family members, it is a moving experience that I believe is worth your time. I've attached the PDF press release of the program, FYI. Please circulate it with your friends and family.
 - I look forward to participating with our partners to open dialogues and discussions regarding the impacts of job related stress on each of us and our families. <https://www.nhtheatreproject.org/showdetail/pts-and-first-responders-staged-reading-18564601>
- Invitation to NH Police Standards & Training meeting to discuss Critical Incident Response Plan -curriculum development meeting
 - C3 Pathways resources
- Exeter ALS developments under new business.
 - NHAFC supports its member communities affected by the coming changes
- U.S. Fire Administrator's Summit on Fire Prevention and Control and Science to the Station programs are being hosted at the National Fire Academy the first week of October. Links: <https://science-alliance.org/> and <https://www.usfa.fema.gov/about/fire-administrators-summit/>

Report of the Executive Director: (Lemire)

- October 2 BOD meeting will be at Primex in Concord on the 2nd. The October 10 meeting will be at the NHFA for breakfast at 0900. Senator Shaheen MAY attend. Schedule is still not in stone.
- The November 6 BOD meeting will be virtual.
- The North Country Public Safety Awards banquet will be held on Friday, November 8, 2024 at the Omni Mt. Washington. I have reserved our table as it is a budgeted event.
- SAVE THE DATES: November 15-17 for Professional Enhancement Weekend at Waterville Valley. Notice has gone out.
- The December 4 BOD meeting will be at Primex and the December 12 regular meeting will be virtual.
- The Memorial Service at the NHFA will be September 28.
- He has been working with the Commissioner on a project to inform all NH Chiefs of the method and importance of proper filing and record keeping of Workers' Compensation claims involving cancer and other serious injuries. Comm. Quinn met with Ty Gagne of Primex this morning.
- Our application for 501 c3 has been APPROVED!
- Ad book proceeds to date: Total: \$31,200; Vendor: \$21,840; Assn: \$9,360.

1st Vice President Report (Watkins) – No report

Government Relations – (Schmidt) –No report

2nd Vice President Report (Hunter) – No report

Sgt. At Arms (Chamberlain) – No report

Committee Reports

Scholarship Committee – (Marshal Toomey) – Four applications for scholarships have been received and they all met the qualifications and will be awarded scholarships.

Division Reports

Fire Marshal (Marshal Toomey)

ADMINISTRATION:

Personnel:

District Chief Shana Clark will be retiring effective September 26th
Deputy Fire Marshal Mitch Cady will be leaving our office to
return to

Manchester Fire Department as their Fire Marshal effective
September 19th
Fire Investigator Emily Crosby will be promoted to District Chief
effective
October 4th

Legislation:

We are currently monitoring the following bills:

HB 1386 Relative to prohibiting the disposal of lithium-ion batteries in
solid waste

landfill facilities, composting facilities, or incinerators

Status: Signed by Governor, effective 7/1/2025

SB 365 Relative to the sale or use of lithium-ion batteries for electric
bicycles, scooters, or personal electric mobility devices

Status: Full committee work session scheduled for 9/11/2024

Board of Fire Control:

The next Board of Fire Control meeting is scheduled for September 18, 2024.
The Board will be reviewing fire protection requirements for summer camp
program bunkhouses.

BUREAU OF INVESTIGATIONS:

In August, we received 16 incident notifications resulting in 4 scene
responses. The Bureau of Investigations currently has 8 open arson or
suspected arson investigations.

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

- On August 5th, an investigator assisted the New Hampton Fire Department in investigating a suspected lightning-caused structure fire.
- On August 21st, investigators responded to a structure fire in Goshen. The cause of the fire is still under investigation.
- On August 31st, investigators assisted the Barnstead Fire Department in investigating a barn fire resulting in injury. This was an accidental fire.

Fatal Fire/CO Incidents:

- On August 4th, investigators responded to Webster for a fatal carbon

monoxide incident. The death was determined to be a suicide.

- On August 20th, the BOI was notified of a burn injury that later resulted in a fatality. The cause of the fire was accidental and suspected to be caused by smoking in the presence of medical oxygen.

Youth Firesetter:

- There are 3 ongoing youth firesetter assessments and 1 inquiry in August.

BUREAU OF BUILDING SAFETY & CONSTRUCTION:

State Building Permit System:

We processed the following permits in the month of August:

- Building: 16
- Electrical: 22
- Plumbing: 21
- Mechanical Fuel Gas: 9
- Mechanical Non-Fuel Gas: 18
- Fire Protection: 5
- Fire Alarm: 6

Technical Assistance, Educational & Healthcare Reviews:

We initiated 9 educational and 12 healthcare plan reviews, completed 198 inspections and 159 technical consults in the month of August.

Variance Requests:

We processed 9 variance requests in the month of August.

Fireworks Safety and Enforcement Program

Fire performers, also known as fire jugglers or fire breathers, may be found performing at community fairs, renaissance festivals, ski venues, and private events. While these performances can be exciting and entertaining, they come with safety requirements.

Any event that utilizes open flame or flame devices for the purpose of entertainment in front of an audience require a Proximate Audience Permit and a Proximate Audience Special Effect Operator License.

These Performers must follow the laws and rules during any performance in the State of New Hampshire. In New Hampshire, these groups are regulated by RSA 153:5-c, RSA 21-P:14, IX, NFPA 160 and the rules below.

Saf-C 6903.01 Proximate Audience Permit Required. No person shall use pyrotechnic effects or flame effects in the performing arts in conjunction with theatrical, musical, or any similar productions before a proximate audience, performers, or support personnel without having obtained a permit from the state fire marshal.

Saf-C 6906.01 Proximate Audience License Required.

(a) The display of pyrotechnic effects, special effects, or flame effects before a proximate audience, performers, or support personnel shall not be permitted unless the display is directly supervised by a person who has obtained a license from the state fire marshal.

(b) The licensed operator shall ensure that the display is in compliance with the requirements of the state fire code, and shall be responsible for the safe handling and display of all pyrotechnic effects, special effects, or flame effects utilized during the event.

Any questions regarding these performers or rules which govern them can be directed to our office at 603-223-4289.

The Fireworks Safety and Enforcement Program has conducted the following in the month of August:

- Proximate Licenses Issued: 2
- Display Certificate of Competency Issued: 0
- Consumer Fireworks Retail Store Licenses Issued: 1
- Explosive Magazine Inspections: 1
- Proximate Audience Inspections: 5
- Technical Assistance: 1

Modular Building Program

The Modular Building Program has conducted the following in the month of August:

- Inspections: 9

- Audits of Manufacturers: 0
- Audits of Educational Facilities: 0
- Labels Issued to Manufacturers: 105
- Units Shipped to New Hampshire: 24

Tramway and Amusement Ride Safety

The Tramway and Amusement Ride Safety section conducted the following in the month of August:

- Amusement Registrations: 50
- Amusement Inspections: 216
- Amusement Incidents: 0
- Tramway Registrations: 1
- Tramway Inspections: 7
- Tramway Incidents: 0

BUREAU OF OUTREACH & EDUCATION:

Hazardous Materials:

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

Keep an eye out for Emergency Response Guidebook and air monitoring trainings this fall.

Electric Vehicles and Lithium-Ion Batteries

A council to study the impacts of electric vehicles, e-mobility devices, and the associated lithium-ion batteries hazards for first responder response, the environment, building and fire codes, life safety, and property protection has been established. Meetings are ongoing.

Have an incident to report? Please fill out this form: [Electric Vehicle \(EV\) and Battery Incident Reporting \(office.com\)](#)

Incident Reporting:

Your commitment to ensuring we have great data to accurately show the fire problem in NH is greatly appreciated! Please remember to report any EV or lithium-ion battery fires to us.

Please reach out to our NHFIRS team for any incident reporting questions at nhfirs@dos.nh.gov.

We continue to monitor the development of the U.S. Fire Administration's (USFA) new fire information and analytics platform, known as the National Emergency Response Information System (NERIS), for the American fire and emergency services.

Find more information and resources here: [National Emergency Response Information System \(NERIS\) \(fema.gov\)](https://www.fema.gov)

Outreach Events:

Members of the SFMO were very busy in the month of August! We provided support and/or interacted with around 2,400 people at the following events: National Night Out in Claremont, Lincoln-Woodstock, Rochester, Somersworth, Concord, Campton-Thornton and Goffstown, Milan Old Home Day, Hudson Old Home Day, Wilton Old Home Day, Center Conway Fire Department 75th Anniversary, and Pembroke Old Home Day.

There were three K9 demonstrations this month.







Please consider us as you plan your next community event! Send your request to us at fmopubliceducation@dos.nh.gov.

[Fire Prevention Week: October 6-12, 2024](#)



The theme for this year has been announced! This year's Fire Prevention Week (FPW™) campaign, "Smoke alarms: Make them work for you!™" strives to educate everyone about the importance of having working smoke alarms in the home.

[Interested in having the SFMO join a FPW event in your community? Please reach out to us as early as possible so we can make every effort to attend your event. Want to know what resources we have available to supplement your event? Check out what is available to loan here: Equipment Loan](#)

The SFMO's FPW Chalk Art Contest is BACK!!

[We are again running a chalk art contest for local fire departments to participate in during FPW, October 6-12, 2024. During this week, we invite departments to create a chalk art piece that conveys an important message centered around this year's FPW theme, Smoke alarms: Make them work for you!™ We ask that each department post a picture of their finished chalk art piece on Facebook and tag the NH State Fire Marshal's Office. Images will be shared and voted on by our Facebook followers the week of October 14-20, 2024. The winning department will be announced on October 21, 2024. We hope you will join us in spreading the importance of having working smoke alarms in homes and we can't wait to see what you create!](#)

Fire Prevention Week

October 6-12, 2024



The NH State Fire Marshal's Office is running a chalk art contest for all local fire departments to participate in. We hope the contest will grab the community's attention and get them talking about the importance of working smoke alarms in their homes.

Please join us for some FPW 2024 fun!

We invite departments to create a chalk art piece that conveys an important message centered around this year's FPW theme, "Smoke Alarms - Make Them Work For You." We ask that each department post a picture of their finished chalk art piece on Facebook and tag the NH Fire Marshal's Office (NHFM) throughout the week of FPW, October 6-12.

On the last day of FPW, the FMO will grab copies of the shared images to create a gallery displaying all participating fire departments' chalk art pieces. On October 14, we will share all the departments' pictures in a single post, asking our followers to vote on their favorite departments' challenge execution. Voting will run the week of October 14-20. The winning department will be announced on October 21.

Good luck to all participating fire departments.

*Helpful Hint & Word of Advice:
"Perfect/professional-level" artwork doesn't always win. Creativity and execution of an effective message usually are the winning combination!*

The FMO ran this contest in 2023 on a small scale trial run and it was met with great success! Please see examples below of the departments' artistic creativity centered around last year's FPW theme, "Cooking Safety Starts With YOU! Pay attention to fire prevention."



Public Education:

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 the month of September is Appliance Safety.

Messages to Share:

National Preparedness Month: Space heaters are a leading cause of home heating fires.

Never run generators inside the home.

Keep anything that can burn at least 3 feet from all heat sources including fireplaces, wood stoves, radiators, space heaters or candles.

Maintain heating equipment and chimneys by having them cleaned and inspected each year by a professional.

Put a FREEZE on Winter Fires

Did you know? 1 in every 7 home fires and 1 in every 5 home fire deaths involves heating equipment.

As you stay cozy and warm this winter, stay fire smart!

Have a qualified professional clean and inspect your chimney and vents **every year**.

Store cooled ashes in a tightly covered metal container and keep it **outside at least 10 feet** from your home and any nearby buildings.

Logos: U.S. Fire Administration, U.S. Department of Homeland Security, NFPA

Put a FREEZE on Winter Fires

Did you know? Half of all home heating fires occur in December, January and February.

As you stay cozy and warm this winter, stay fire smart!

Plug only 1 **heat-producing appliance** (like a space heater) into an electrical outlet at a time.

Keep anything that can burn **at least 3 feet** from any heat source.

Logos: U.S. Fire Administration, U.S. Department of Homeland Security, NFPA

All heaters need space.

Keep anything that can burn at least 3 feet from heating equipment.

3 feet

Logos: FEMA, U.S. Fire Administration, U.S. Department of Homeland Security

Have chimneys and vents cleaned and inspected by a qualified professional at least once a year.

Logos: FEMA, U.S. Fire Administration, U.S. Department of Homeland Security

Winter Fire Safety Video:

<https://youtu.be/nZAhqjsT1vI?si=okVMIS58MQpzhbF8>

Portable Heater Fire Safety Video:

<https://youtu.be/OXwvKCIbadg?si=zK5aQubduWtnuLhL>

Up in Smoke – Space Heaters Video:

<https://youtu.be/JlvoyLlGeV8?si=rJA3Sdjo1BocIKDn>

For more information on this initiative, or to find outreach materials on the monthly topics, please visit:

[Fire and Life Safety Communicators Initiative \(fema.gov\)](https://www.fema.gov)

Training Opportunities:

We are working on topics beginning this fall to include the 2024 Emergency Response Guidebook, air monitoring, inspections of multi-family dwellings and NHFIRS Incident Coding. Please reach out to Deputy Stacey Dubois at stacey.l.dubois@dos.nh.gov if you are interested in hosting one of these sessions, or a future session, or would like to suggest a future training topic.

Fire Standards/Training/EMS – (Director Cutting)

ADMINISTRATION

Personnel

- Dr. Scollan will be stepping down from her position as the State Medical Director for the Division in October as she continues to advance her career as a physician. Dr. Scollan spent six years in this position and has made significant contributions to the Division, the EMS system and to those that had the opportunity to work alongside her. We are grateful to her and wish her the best in the future.
- Evelyn Collins has been hired as the Emergency Services Records Management Coordinator within the Bureau of EMS.
- We have one vacancy for Program Specialist III (Education Technologist) of the Educational Technology section.
- We have two vacancies for full-time Fire Training Instructor positions.
- We have one vacancy for a Specialty Services Specialist (Mobile Integrated Healthcare).
- We have one vacancy for our part-time Medical Director.
- We have one vacancy for our part-time Communications Specialist are scheduling interviews.
- We have one vacancy for our part-time Program Coordinator position for Fire Officer.
- We have one vacancy for our part-time Program Coordinator for EMS Simulation and are conducting interviews.

- We have one vacancy for our part-time Program Coordinator for EMS Education Assessment Coordinator and are conducting interviews.
- We have one vacancy for our part-time Program Coordinator for Technical Rescue Programs.
- We have one vacancy for our part-time EMS Vehicle Inspector Coordinator and are conducting interviews.
- We have vacancies for EMS Vehicle Inspectors and are conducting interviews.

Grants

- The Raymond S. Burton Fire and EMS Training Facility infrastructure project continues to move forward.
 - Ongoing construction meetings are occurring on a regular basis.
 - The Phase II contractor has been selected and we are working towards finalizing a contract for approval by the Governor and Executive Council.
- We were awarded the 2023 AFG grant which will fund a half-million dollars in equipment. We will be purchasing new PPE, extrication tools, a mobile ventilation prop, a new utility truck, trailers, PPV fans and EMS training equipment.
- 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.
 - Funding is expected to be available through the end of 2024.

Special Projects

- With the passage of SB 352 we are working with the committee as outlined in the law to develop an early detection cancer screening pilot program. The committee has 90 days to develop a plan to be presented to the Commissioner of Safety and Governor. We are also working to develop the RFP for this program.
- On September 20, 21 and 22 we are hosting the Firefighter Cancer Cohort Study which is enrolling firefighters into several studies including the *Volunteer Firefighter Cancer Study* and the *Women's Firefighters Study: Evaluation of Exposures & Toxicity Enrollment Event*. These researchers are working towards providing answers to the many questions raised around cancer prevention and the health and wellness of firefighters.
 - During this enrollment they are seeking all volunteer firefighters. They also need female firefighters both career and volunteer, regardless of age or length of service. Female firefighters have risk factors men do not, so it is critical that they enroll as many women as possible.
 - Questions can directed to COPH-FFCCS@arizona.edu

- We are working with the NH Department of Insurance on the Ground Ambulance Cost Reporting Program and Study as part of the recently passed SB 407.
 - Transporting EMS Units will be receiving communication from the project consultant (Public Consulting Group) requesting information.
- With the passage of SB 430 we are working with the Fire Marshal (Chair) as part of the council to study the impacts of electric vehicles, e-mobility devices and the associated lithium-ion batteries on first responder response, the environment, building and fire codes, life safety and property protection.
- We have partnered with the Maine and Vermont Fire Training Academies on a federal grant to develop an EV training curriculum, fund EV training and a train the trainer program throughout all three states. The full application for the grant was submitted on April 30th for a three-year project, \$420,000 for each state specifically for delivery of EV training.
 - We anticipate a response to this grant at any time.
- We continue to work on our website transition and improvements with NH DoIT. Much of this work is being done offline in preparation of a full transition to the new state web platform.

Legislative/Administrative Rules

- The Fire Standards and Training Commission amended Fire rules relative to the Recruitment and Retention report and its recommendations have been submitted to the Joint Legislative Committee on Administrative Rules (JLCAR).
- The proposed Trauma Rules are working through the internal legal process.
- An EMS discipline related administrative rule proposal has been drafted and is working through the internal legal process. This proposed change is supported by the EMS Coordinating Board and would allow for deceased providers names to be removed the public listing.

Outreach

- We continue planning for Leadership Roundtables with the Commissioner, Fire Marshal's Office, HSEM and Emergency Services and Communications with regional Fire Chief's and EMD's in addition to outreach with new individual department leaders.
- Staff members continue to attend various stakeholder and mutual aid group meetings and make department visits.
- We continue to work with the State Fireman's Association leadership to plan for the annual FF Memorial on September 28th.

Mental Health & Resiliency

- We are working with our Mental Health Seminar planning group on the 2025 seminar which is planned for January 7-8, 2025 at the Richard Flynn campus in Concord.
- 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.
 - Developing the contract with a mental health professional is underway.

Fire Standards and Training Commission

- The next Fire Standards and Training Commission meeting will be November 7th at 0930 in Classrooms 5/6 in the dormitory building at the Richard Flynn Fire Academy in Concord.
- The NH Fire Standards and Training Commission has approved the written comment period to open through September 5, 2024 to November 4, 2023 for public comment on the proposed changes to the Hazardous Materials Awareness and Hazardous Materials Operations curriculum.
 - Public comment can be submitted at: <https://nhfa-ems.com/fst-commission-curriculum-public-feedback-form/>. Public hearings in the process of being schedule and will be announced shortly.
 - Curriculum information can be found at: <https://www.nh.gov/safety/divisions/fstems/boards/index.html>
- The NH Fire Standards and Training Commission (FSTC) is seeking volunteers for a curriculum development Visiting Committee for the new NFPA 1010 Firefighter I and Firefighter II standards. The new 1010 standard is part of the NFPA standards consolidation project.
 - Members of the Visiting Committee (VC) will be responsible for determining what students should know and be able to do, what the structure of the courses should look like, and how student skill and understanding should be measured.
 - Volunteers selected for the VC will guide the Division of Fire Standards and Training & EMS in creating the curriculum and instructional materials, testing materials, and other requirements outlined in Administrative Rule. The VC will meet once per month to review work done by Division curriculum developers and instructional designers. This process will finish when the curriculum is ready to be presented to the FSTC for approval and public comment.
 - If you are interested in helping to define what the next generation of Firefighters in New Hampshire know and do, you can submit your application to join the visiting committee. Applications must be received by October 18th to be considered.

- Application form: <https://nhfa-ems.com/visiting-committee-membership-request-form/> (approx. 3 minutes to complete)
- NFPA 1010 Standard on Professional Qualifications for Firefighters (2024) <https://www.nfpa.org/1010>
- Fire Department Notification of Employment (Fire 601.01)
 - All full-time hires, to include lateral transfers, are required to have a Form A submitted within 15 days of employment. The form can be located at: <https://www.nh.gov/safety/divisions/fstems/documents/forma2017updated.pdf>
- Requests, Determination and Duration of Waivers (Fire 704)
 - These rules outline the procedure for request a waiver of training standards for full-time career fire service personnel, how the determination is made to grant or deny a waiver, and the duration of a waiver if granted, which is only valid while the employee granted a waiver is employed in that position.

CURRICULUM

- Hazardous Materials: The visiting committee for Hazmat Awareness and Operations has completed their work. The NH Fire Standards and Training Commission has approved the written comment period to open through September 5, 2024 to November 4, 2023 for public comment on the proposed changes.
- Fire Inspector: The visiting committee for First Responder Inspector (formerly Inspector I) and Fire Inspector (formerly Inspector II) will be having its third meeting in September. The process has been smooth and should continue into the fall.
- Fire Investigator: Initial test bank validation has been completed and item revision and validation will begin soon. The Investigator program will go to The Pro Board for reaccreditation within the month.
- Firefighter I & II: The 2024 Practice Analysis is set to conclude on the 22nd of September. Once the data have been processed, a presentation will be made to the FSTC and results will be posted on the Practice Analysis page on the Division Resource Center.
- Airport Firefighter: Following the September meeting of the FSTC, the ARFF program will be submitted to The Pro Board for reaccreditation.
- Fire Officer: The first offering of a revised delivery of Officer I program is set to begin on the first week of September. The program will contain updated assignments, grading, and lesson activities that make the course relevant to the fire service in NH and well worth the students' time and effort.

- **Electronic Testing:** The first certification exams were delivered via electronic testing during monthly testing in August. While the funding for tablets required to increase testing capacity was removed from this year's AFG grant by the AFG program, we will continue to use the equipment we have to deliver certification exams in a more reliable and secure manner.

BUREAU OF FIRE TRAINING

Courses/Programs

- **Firefighter I**
 - Sunapee – August 13th (FF I & II)
 - Madison – August 12th
 - LRCC Fall class – August 26th (FF I & II)
 - Fall Recruit School – September 16th
- **Firefighter II**
 - Richard Flynn campus – Concord, September 8th
 - Ray Burton campus – Sept. 10th (cancelled due to low enrollment)
- **Technical Rescue**
 - Swiftwater Rescue Boat Operations – Goffstown, April 11th
 - Swiftwater Level I – North Woodstock, May 5th and Franklin June 2nd
 - Swiftwater Level II – Goffstown, May 7th
- **Driver Operator**
 - DO – All Vehicle – Littleton September 23rd, Richard Flynn campus in Concord October 14th and in Bartlett October 21st.
 - A DO-Aerial exam was conducted in Goffstown on August 13th for their PDP course.
- **Hazardous Materials**
 - Operations – Richard Flynn campus – Concord, October 19th
- **IAFF Fireground Survival**
- **Airport Rescue Firefighting**
 - Richard Flynn campus – Concord September 29, 2025
- **Facilities, Prop Usage and Projects**
 - The Forcible Entry Prop was used in Langdon and Keene.
 - The FMO utilized the Ray Burton campus August 13th for the Fire Code update.
 - NHSP utilized the Ray Burton campus August 20th.
 - The 50 used portable radios received from DESC are now in service for student use.
 - Annual hose testing is underway and aerial and ground ladder testing is being scheduled.

- On August 22nd, the Bureau Captains participated in the first delivery of an Instructor Orientation. This meeting was subsequent to their initial Orientation with Admin. This included the introduction of how our Preceptor program will be conducted once it is approved by the Division Director.
- Work continues with DOS Facilities staff on maintenance projects at both campuses.
- Work continues on assembling delivery kits for the Health and Safety and Special Rescue Teams Modules.
- “On My Time” Program
 - To date over 2,644 students have completed individual online modules and 137 skills modules. 2 students have been issued certifications through this program.
 - We continue to offer support and guidance to many departments participating in this program.
- Special Programs
- Electric Vehicle Training Resources
 - US Department of Energy, Alternate Fuels Data Center, EV Safety Training Resources for First and Second Responders
 - <https://afdc.energy.gov/vehicles/electric-responders>

Testing

- Monthly Testing was completed this month for the NFPA 1001, 1002 and 1003 testing processes which includes administering the written and practical exams.
 - The next monthly test at the Richard Flynn campus in Concord is September 10th and at the Ray Burton campus September 12th.

Apparatus/Equipment

- Training for the new ARFF Truck took place the week of August 26-30 with a representative from E-One.

BUREAU OF CERTIFICATION AND SUPPORT

Courses/Programs

- Instructor I/II/III Programs
 - Instructor I – Rye September 11th
 - Instructor I – Richard Flynn campus - Concord, October 15th
 - Instructor I – Manchester – January 16th
 - Instructor I – North Woodstock – March 29th

- Instructor I – Richard Flynn campus – Concord – May 7th
- Instructor II – Virtual October 21st
- Instructor II - Virtual February 24th
- Instructor III – Virtual April 9th
- Instructor Professional Development
 - Measure the Measurement: Test Item Evaluation – Richard Flynn campus – Concord, September 19th and Virtual September 24th
 - Designing Simulation Based Education – Richard Flynn campus – Concord, November 14th and Virtual November 19th
- Fire Officer I/II Programs
 - Fire Officer I – Richard Flynn campus – Concord, September 3rd
 - Fire Officer I – Richard Flynn campus - Concord, December 4th
 - Fire Officer II – Virtual October 15th
- Fire Inspector Programs
 - Fire Inspector I – Richard Flynn campus – Concord, September 12th
 - Fire Inspector II – Manchester March 28th
- Fire Investigator - Richard Flynn campus – Concord, August 22nd
- Warrants and Citations – Richard Flynn campus – Concord, November 13th
- National Fire Academy
 - Exercising Leadership to Facilitate Adaptive Change – Richard Flynn campus – Concord, October 21st
 - Youth Firesetter Intervention Specialist – Richard Flynn campus – Concord, November 14th
 - Decision Making for Initial Company Operations – Richard Flynn campus – Concord, March 10, 2025
 - Incident Safety Officer – Richard Flynn campus – Concord, April 7, 2025
- Your Workplace has Changed: Fire Dynamics for Structural Firefighting
 - New Hampton – October 21st and 22nd from 1800-2200

Recruitment and Retention

- Upcoming Recruitment and Retention events:
 - A Crash Course in Recruitment & Retention of Non-Career Departments – Richard Flynn campus – Concord, September 5th.
 - Dive Into Recruiting for Career Departments: Strategies and Resources – Richard Flynn campus – Concord, September 9th.
 - Retention Strategies Across Generations – Ray Burton campus – September 26th
- *The Law Enforcement Officers, Professional Firefighters and Emergency Medical Technicians Career Development, Recruitment and Retention Program* established in New Hampshire RSA 188-F:70 remains active and available.

- Details can be found on our website under the Recruitment and Retention link from the homepage.
- The April edition of the Recruitment and Retention Newsletter is available at <https://www.nh.gov/safety/divisions/fstems/RecruitmentandRetention.html>

Education Technology

- We are working on developing student average time estimates to be added to the online modules for Firefighter I and II.
- Work continues on updates and revisions to the Firefighter I Safety module, the Ventilation module, the Communication module and developing the Obstetrics Prenatal Assessment program.
- The Sleep Seminar course content has been outlined and production of the online version has begun.
- The Hazardous Materials Awareness course has been updated and will be released upon approval of the FSTC.
- Transcripts of the current High-Performance CPR program have been completed and are being evaluated by SME's before revision.
- Technical issues continue to be resolved on the online platform resulting in substantially lower help desk tickets from students.

Instructors

- We are in the final stages of completion of a comprehensive on-boarding and preceptor program for all new instructors to better integrate them into the Division ensuring their success and improving the overall student experience.
- 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

- There are (6) CPAT dates in 2024. We have restructured the schedule of these exams to better span the entire year to make this test more aligned with department hiring needs.
 - Remaining 2024 exams are:
 - 29 new candidates were added to the list at the August 12th test.
 - October 21st at Richard Flynn campus, Concord (retest October 22nd)
 - November 18th at Richard Flynn campus, Concord (retest November 19th)
- 2024 CPAT

- Department member assistance is needed for CPAT on testing days. Please confirm available personnel to assist with Bureau PC Nick Poulin at Nicholas.a.poulin@dos.nh.gov prior to the test date to assist in planning.

BUREAU OF EMERGENCY MEDICAL SERVICES

Boards and Commissions

- The NH Medical Control Board meeting will meet at 0930 on September 19th.
- The NH Emergency Medical and Trauma Services Coordinating Board meeting will meet on September 19th at 1300.
- The NH Trauma Medical Review Committee (TMRC) will meet at 0930 on December 18th. The October meeting has been cancelled due to the Concord Hospital Trauma Conference.
- The Privacy Committee will meet October 23rd at 1300.

Operations

- With final adoption of the Educational Training Agency ruleset as of April 30, 2024, the Administrative Packet for application can be found at on the Division website and Resource Center.
 - There are currently 9 licensed ETA's, 1 in process and 13 additional with interest.
- As of September 1, 2024 there are 5,940 licensed providers with 5,345 of them with an affiliation.
- The EMS Simulation Training Program is active with ongoing open enrollment courses in 2024.

Courses/Programs

- Emergency Medical Responder (EMR)
 - The Fall class begins September 21st in Keene, Bartlett and Concord.
- EMS Continuing Education and Simulation Education
 - Frequently Forgotten but Definitely Damaging: Over-the-Counter Overdose* – Richard Flynn campus - Concord Sept. 4th and Virtual Sept. 19th
 - *Cardiology Pediatric Cardiac Arrest* – Richard Flynn campus - Concord September 18th and Ray Burton campus - Bethlehem October 16th
 - *Pre-Hospital Trauma Life Support (PHTLS)* – Ray Burton campus - Bethlehem September 21st
 - *SIRS, Sepsis, Shock and Death: Recognition and Intervention for Systemic Infection* – Richard Flynn campus - Concord October 2nd and Virtual October 17th

- *EMS Grand Rounds: Altered Mental Status* – Richard Flynn campus - Concord October 3rd
- *NFA FO146 Supervising Emergency Medical Services* – Richard Flynn campus - Concord October 7th
- *Pre-Hospital and Interfacility Transport Stroke Care* – Richard Flynn campus - Concord November 6th and Virtual November 21st
- *Cognitive Bias in EMS* – Richard Flynn campus - Concord December 4th and Virtual December 19th
- *Obstetrics Childbirth* – Richard Flynn campus - Concord November 13th and Ray Burton campus - Bethlehem December 11th
- *Pre-Hospital Trauma Life Support (PHTLS)* – Richard Flynn campus - Concord March 21st
- *NFA FO146 Supervising Emergency Medical Services* – Ray Burton campus - Bethlehem April 26th
- 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

- We continue our outreach and support to agencies for inter-facility transfers and mobile integrated health programs.

Data Management

- We continue to work on implementation of the Mobile Integrated Healthcare and Continuum software.
- 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.
 - Our Fire Reporting Coordinator position is currently vacant due to a promotion and user groups will be temporarily cancelled until the position is filled.

- 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 nhesr@dos.nh.gov by email, submit a ticket at <https://nhfa-ems.com/support/>, or call 603-223-4200 and ask for a member of the data team to reach us.
- 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.
 - New Hampshire Emergency Services Reporting (NHESR)
 - 23,750 EMS incidents were entered into the system for August bringing the total for 2024 to 176,248.

Compliance

- There are currently over 48 active investigations and ongoing cases.

Preparedness and Special Projects

- Outreach continues on both AED and CPR programs.

Professional Development Committee _ (Director Cutting) –

- Chief Cathy explained that the seminar was in response to a survey conducted by them and he hoped the Chiefs derived benefit.

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

Chief Clark reported that the Board met last week and dealt with a heavy agenda which included the following:

1. Rules Public Hearing

A public hearing concerning changes to the Commission's rules that incorporated recommendations of the Commissioner Task Force on Recruitment and Retention Task Force. After the Public Hearing the Commission voted to

approved the changes as presented by the Administrative Rules Committee of the Commission.

2. Haz-Mat Awareness & Operations Curriculum Revisions

The Commission approved the proposed curriculum changes for Haz-Mat Awareness and Operations as approved by the Curriculum Committee for a 60 day public comment period.

3. Curriculum Review & Visiting Committee Policy

After the Curriculum spent the summer reviewing the policy that governs Visiting Committees, Curriculum Committee and adoption of curriculum changes. The Commission approved as submitted.

4. Burton Fire & EMS Facility

Construction has begun at the Burton facility which will provide significant improvements to the facility.

5. Chair Position

Retired Chief Wilken advised that he intends to resign as Chair of the Commission effective January 1, 2025.

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

National Volunteer Fire Council (NVFC) – (Chiefs E. Thomas/Cathy) –

EMS Trauma Medical Review Committee (Dep. Chief Clough) –

- Chief Thomas is planning to attend the NVFC

Homeland Security and Emergency Management – (Director Buxton) – (Report submitted in writing for minutes)

Updates on Division Priorities:

- Public Assistance
 - As of August 7th, FEMA is under Immediate Needs Funding (INF). Fact sheets are being distributed to local EMDs via email.
 - We continue to work with FEMA on existing Disaster Relief efforts.
- Mitigation
 - We continue to work to support the following programs:
 - i. Hazard Mitigation Planning
 - ii. Mitigation Project Scoping
 - iii. High Hazard Dam Programs
 - iv. SWIFT Current efforts to address repetitive flooding locations.
- EMPG

- We continue to update and process project applications.
- Homeland Security Grants
 - Award letters have started to be distributed.
- We would ask that agencies please review and address any open quarterly reporting for all associated grants programs. HSEM will be developing and distributing a follow up on this. Quarterly reporting is a critical component to remaining compliant with the federal grants' platform.
- New Insurance Response Team
 - The Department of Insurance has started an emergency response team to assist local property owners navigating potential insurance coverage concerns. This program is very new, and details are still in development. We will forward additional information as it becomes available.
- Active Shooter Incident Management
 - We have started to develop a working group to address incident management with an active shooter event. Currently, we have started to have discussions with NHFA, PST, DESC, DOS and associated federal partners.
 - We raise your awareness to the effort for situational awareness. As we continue to expand the working group, fire service representation will be added.
 - Currently we are reviewing ALERRT and NFPA 3000 (ASHER) programs.
- School Safety
 - School Districts are underway submitting their updated Emergency Operations plans. Please make sure you are aware of and participating in the process.
 - For situational awareness, school districts are required to submit plans each September.

Other Items of Importance:

- Internally we have started to plan for the following upcoming events:
 - Presidential Election
- Please continue to sign up for Genasys, the emergency notification platform. This is the replacement for the OnSolve CodeRED program. If you need any assistance, please contact us.
- Monthly EMD call will be held on September 19, 2024, at 12:00.

- We are in the development phase of a survey to identify additional communication venues for local communities. Currently, we are hosting a monthly call. This communication opportunity has been in place for some time, so if you have new ideas on how to improve information distribution please participate.

Commission to study the Incidence of Post-Traumatic Stress Disorder in First Responders – (Chief Watkins) – No report

Forests and Lands – (Chief Sherman) – No report

Board of Fire Control – (Chiefs Clark/Hunter)

- Chief Clark reported that the Board did not meet over the summer. The next meeting is September 18, 2024. Key items on the agenda are beginning the process to adopt NFPA 1 and NFPA 101 version 2024. The Board is also reviewing fire protection at youth summer camps with emphasis on the cabins where you sleep.

Building Code Review Board – (Chief Conley/Asst. Chief Pouliot) – No report

Manufactured Housing Installation Standards Board: (Chief Blanchette)

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

- Laconia Facility Update: RFP has been posted on the DAS website, bids to be opened this week;
- Community Events reminder – connect with our Public Outreach / Education Team for more info: Patrick Cavanaugh, 603-271-6911, patrick.m.cavanaugh@desc.nh.gov ;
- PSAP Comfort Dog is in training with her Handler, “Winni” is expected to be full time at the completion of her training this fall;
- E911 Commission meeting this Friday at the Fire Academy @ 1100;
- Behavioral Health Crisis Systems study committee meets Friday the 13th at 1000;
- Working with RRAP / 988 on a Training oppt’y (ED room / First Responder processes);
- Working with HSEM to develop a policy guideline and 1-pager of “Best Practices” and for local messaging using Genasys;

- Troop “F” radio enhancement project is in process and moving along according to schedule – completion this week;
- The quarterly meeting of the SIEC was held on August 16th at the Derry Municipal facility;
- Participating in the 988 Implementation and Planning Coalition meetings, engaging Law Enforcement and the Emergency Departments is the current focus;
- Attended the Halias Symposium with our Peer Support Team, Darren Lescarbeau, Rebecca Desrochers, Beth Drew and Chrystal Howery – focus on “Geographic challenges accessing mental health services”;
- Legislation Watch:
 - Updates:
 - HB 1078: passed – DOS will now be collecting maps of Municipal radio systems and have them available for other local agencies to use to plan & build out their systems.
 - Rulemaking finalized regarding Saf-C 7000 series, procedure for obtaining a copy of an E911 recording;
- KPI’s (YTD through June 2024):
 - 99.65% of all calls answered w/i 15 seconds (exceeding NENA standard of 90% w/i 15 seconds)
 - Avg. Police/fire Transfer time = 50.39 seconds (exceeding NFPA Std. of 60 Sec.)
 - Avg. EMD Transfer time = 126 seconds – stable relative to last year.
 - Running @ 19% below last year’s call volume
 - 746* Transfers to 988 / RRAP since July 2022 (*reflects an adjusted total based upon a corrected data capture)
- Any questions, comments, concerns, please reach out...

E 911 Commission – (Chief Thomas) – No report

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

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

- They’re working on several issues including cyberattacks and other threats including attaching devices to police cars, etc.

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

NED-IAFC Conf/Expo

The annual Conference/Expo is scheduled for October 16th – 18th, 2024 at Mohegan Sun in Uncasville, CT. Currently scheduling Professional Development, expo spaces, program layout and most importantly working on a new registration format. Chief Jones will be sworn in as New England President at this meeting.

Old Business -

New Business –

- Chief Clark reported on the \$5.6 million upgrade to the Burton Fire Academy and stated that the work has begun.

Good and Welfare –

- Tom Green reported on the upcoming Memorial Service at the NHFA on September 28.

The meeting was adjourned at 1011 hrs.

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

September 12, 2024