

**The Board of Fire Commissioners
Portsmouth Fire Department**

Fire Station 1, Training Room
October 19, 2016

Portsmouth, NH
1900 hours

I. Call to Order:

Chairwoman Matthes called the meeting to order at 1900 hours with Commissioner Gamester leading the pledge of allegiance. Along with Chairwoman Matthes and Commissioner Richard Gamester, present were: Commissioner Michael Hughes, Fire Chief Steven Achilles, and Deputy Fire Chiefs: Carl Roediger and James Heinz; Executive Assistant Tracy Freeman, Lieutenant Rick Condon and Firefighters: Russell Osgood, Brian Ryll, and Amy Rodier.

II. Approval of Minutes of Previous Meeting:

Motion, to approve the minutes of September 13, 2016, was made by Commissioner Gamester. Motion was seconded by Commissioner Hughes and passed unanimously.

III. Public Comment Session: None.

IV. Recognition of Groups or Individuals:

Deputy Heinz introduced new Firefighter Amy Rodier to the Commission. Deputy Heinz noted that she started October 11th, is a transfer from Epping Fire Department and is a Paramedic. After her first two week of days, she will be assigned to group A.

V. Reports:

A. Fire Chief's Reports:

Chairwoman Matthes motioned to discuss Chief's reports 16-084 through 16-087. Motion seconded by Commissioner Gamester.

Chief Achilles reviewed reports with the Commission.

Report (084), 2016 Response Report with Service Activity and Safety message for September. The report shows the department responding to 123 Fire Calls and 280 Ambulance Calls for the month which is slightly up from last month. To date, the department has responded to 1,054 fire and related service calls and 2,718 ambulance service calls. This activity is tracked by

calendar year. The Safety Message section focused on the nighttime safety tips for runners. The Service Activity and Safety Message report was submitted to the Portsmouth Herald for publication in local newspapers. Report (085), Fire and EMS Calls by Category, noted that there were 39 medical assist calls, 11 motor vehicle accidents with no injuries and 7 motor vehicle accidents with injuries, 10 calls relating to alcohol abuse and effects, 10 calls for non-traumatic pain and 10 calls relating to psychiatric/behavioral problems. There were 4 drug overdoses for the month. Friday was reported to be the busiest day of the week for September. Report (086), FY17 Budget, Chief noted that it was still early in the budget year for the reason of showing a slightly higher percentage spent vs. percentage into the year. October there will be fresher training and some members going to the National Fire Academy which the department will be covering costs for. Once we get into January we will have a better idea of how the budget is tracking. Report (087), Overtime Analysis, provided a breakdown of how overtime was used in the month of September along with a summary of what was charged to OT-Recall for the month. He also made note of the retro pays from contract settlement for June overtime and July through September overtime were drawn from this account this month.

Motion, to accept Chief's Reports 16-084 through 16-087, was made by Commissioner Gamester. Motion was seconded by Commissioner Hughes and passed unanimously.

B. Staff Reports:

Deputy Roediger reported on fire prevention and being knee deep in fire prevention month activities with Inspector Howe and department personnel doing a number of school and daycare visits and providing station tours. Expect the activities to continue for the next couple of weeks. Inspector Howe and Deputy Roediger attended the Senior Expo where a lot of interest in the residential Knox Box system was shown. City's Legal Department requested our attendance at a hearing where testimony was being heard on the proposal of short term rentals having the requirement of smoke and CO detectors in the home. Single family residences and even residences offering "rooms" are also exempt from fire department members/inspectors entering the home for the purpose of inspecting the home prior to rental occupancy. It was well received. Portsmouth along has approximately 500 or more offerings of this type, single rooms and/or houses.

Deputy Heinz reported on operations and trainings happening within the department noting EMS refreshers going on, new boat training going well, three drill exercises: Active shooter on the Thomas Leighton, PRH MCI for severe burns and DES "leaking ship" at Anchorage with several department members participating.

Commissioner Gamester inquired about the “bump out” committee and how that was going. Deputy Heinz replied by saying that our department is holding its own but actively working with them during the planning process as certain areas are identified. The Committee knows our position on this and our concerns with road and travel widths along the corridor.

VI. Old Business:

Chief Achilles updated on the status of the radios with Hobbs Hill water tank not being down yet which is in direct path of coverage. Police and Fire Departments have a lot of equipment failing as time goes on due to age and needs. Police Chief and Fire Chief met with the City Manager on coming up with a plan for a comprehensive update to the whole system. Members of Police and the Fire Chief met with Motorola and 2-Way to move project forward. Motorola will be doing a survey of approximately 50 buildings within each district to get a better stance of what will be needed as they will be designing the system for the City. The City Manager is supportive of fast tracking this project. Hopes are to have a new system within 6-8 months.

Chief Achilles reported on the FY18 Capital with the list being sent out based on what we had requested and to include replacement of protective gear over the next 2-years.

Chief Achilles and Firefighter Russ Osgood will be meeting next week to continue discussions with SERT and the grievance that was filed with hopes to mitigate this. Looking at a grant through the State for the purchase of ballistic protective equipment for fire department first responders which was scheduled to be this fall but has been moved to the spring some time. With the purchase of the equipment will be associated training.

VII. Presentations of Written Communications:

Chief Achilles read the thank letter from Portsmouth Housing Authority for our department being part of National Night Out. Chief also read thank you note from Portsmouth Indoor Pool and our participation in their Open House.

Commissioner Gamester made the motion to accept these thank you notes and place on file. Motion was seconded by Commissioner Hughes and passed unanimously.

VIII. New Business:

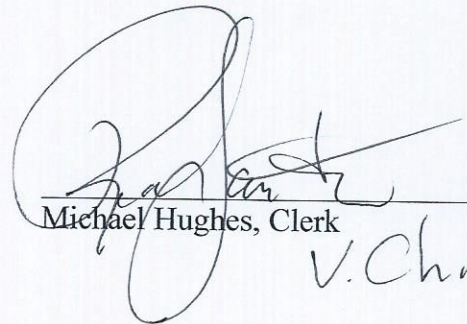
Deputy Heinz just wanted to extend a thank you to Firefighter Osgood for his involvement in the Cancer network with his teachings and bringing awareness to this matter.

IX. Public Hearings: None.

X. Non-public Session: None.

XI. Adjournment:

Motion, to adjourn at 1935 hours, was made by Commissioner Hughes. Motion was seconded by Chairwoman Matthes and passed unanimously.



Michael Hughes, Clerk

V. Charin