

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

Fire Station 1, Training Room
June 14, 2016

Portsmouth, NH
1900 hours

I. Call to Order:

Chairwoman Matthes called the meeting to order at 1900 hours and led the pledge of allegiance. Along with Chairwoman Matthes, present were: Commissioners Richard Gamester and Michael Hughes, Fire Chief Steven Achilles, Deputy Fire Chiefs: Carl Roediger and James Heinz; Executive Assistant Tracy Freeman, Lt. Rick Condon and his mother Andrea and other members of the Portsmouth Fire Department.

II. Approval of Minutes of Previous Meeting:

Motion, to approve the minutes of May 10, 2016, was made by Chairwoman Matthes. Motion was seconded by Commissioner Gamester and passed unanimously.

III. Public Comment Session: None.

IV. Recognition of Groups or Individuals:

Chief Achilles presented Lt. Rick Condon with a Letter of Merit for his actions while off-duty on April 29, 2016. It was on that day he provided the "Heimlich maneuver" to a female diner at Grill 28 in Portsmouth. Sharon Green was choking on some food when he noticed she was in severe distress and rushed to her side providing the life-saving maneuver.

V. Reports:

A. Fire Chief's Reports:

Chairwoman Matthes motioned to discuss Chief's reports 16-049 through 16-052. Motion seconded by Commissioner Gamester.

Chief Achilles reviewed reports with the Commission.

Report (049), 2016 Response Report with Service Activity and Safety message for May. The report shows the department responding to 116 Fire Calls and 311 Ambulance Calls for the month which is up from last month. To date, the department has responded to 495 fire and related service calls and 1,421 ambulance service calls. This activity is tracked by calendar year. The

Safety Message section focused on reducing bark mulch fires after the department has responded to over a dozen bark mulch fires this month. The Service Activity and Safety Message report was submitted to the Portsmouth Herald for publication in local newspapers. Report (050), Fire and EMS Calls by Category, noted that there were 46 medical assist calls, 8 motor vehicle accidents with injuries, 10 calls for chest pain, 6 overdoses and 50 traumatic injuries such as cuts, fractures and sprains for the month. 75% of the runs were transported to Portsmouth Regional Hospital. Report (051), FY16 Budget, Chief noted continued practice of cost saving strategies with 93% spent and 91% into the year. Chief Achilles noted that putting off repairs and purchasing as part of his cost saving strategies with hopes of encumbering funds at the end of this month for those items with the budget tracking as it is. Plans are to encumber some funds to support paramedic education. He is confident it will continue to show a surplus for the remainder of the fiscal year having projected costs through June 30, including 11-days charge back of overtime which is paid in July but is charged back to FY16 because of it being June time. Report (052), Overtime Analysis, provided a breakdown of how overtime was used in the month of May along with a summary of what was charged to OT-Recall for the month.

Motion, to accept Chief's Reports 16-049 through 16-052, was made by Commissioner Gamester. Motion was seconded by Chairwoman Matthes and passed unanimously.

B. Staff Reports:

Deputy Roediger reported on prevention and new construction projects coming to fruition. Inspector Howe is trying to keep up with apartment inspections. There is a large volume of places to be inspected and have found some property owners cooperative and others not in allowing us in to see the building. Plan reviews are steady. Southgate Plaza water issues continues. They missed a deadline on the pump station and we are now working with City officials on holding all permits and occupancy permits in the plaza until they come in compliance since the pump station services the whole plaza. Investigating two fires this month, one on Daniel Street and the other on Maplewood Ave. Daniel Street building was under construction at the time when fire broke out on the 3rd floor. Water damaged multiple units and it is estimated to be \$200-300K worth of damage. Maplewood Ave fire started on the rear deck due to an unattended smoker and extended into the house going to 3-alarms. It is estimated to be approximately \$500K worth of damage.

Deputy Heinz reported on operations and trainings of the department. He spoke about PNSY live fire training which has taken place over the past month with fire department personnel, training at PRH on MRI machines. Chief Achilles conducted an ICS 400 class at fire station 2. We participated in Pease Airport emergency drill tabletop exercise, the Portsmouth Middle School's *World of Work* program, the Memorial Day Parade, Market Square

Day, and the elder abuse discussion at the Rye Library. Captain McQuillen participated with other City departments in the interview process for a dispatch supervisor.

Chief Achilles also added that several firefighters participated in the Chowder Festival and helped raise money and during Market Square Day, taught hands only CPR where approximately 250 people participated.

VI. Old Business:

Chief Achilles noted that the Kearsarge Steam Engine should be back next week. It will be housed at Station 1 for the time being. The contract of Local 1313 will be presented to City Council at their June 20th meeting.

VII. Presentations of Written Communications:

Chief Achilles read the thank you notes and letters from Dan O'Sullivan, Sandi Coyle of Safe Harbor Recovery Center, Sharon Green and Bob Lenahan in Portsmouth Herald's Kisses and Disses, Gabriel Goolkasian, Sandra Glidden and family and Chief Jameson Ayotte from Hampton Fire & Rescue. He also read an email he received yesterday from Diane Chapman who is the nursing supervisor at Northeast Rehab Hospital.

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

VIII. New Business:

Chief Achilles noted that the City Council had approved the FY17 budget. Bonded items noted in the Capital Plan which include Station 3 repairs and a medium duty rescue, would still need a 2/3rds vote to be approved but other items in the Capital Plan have been approved. Portsmouth Regional Hospital has offered to donate two modems to help with transmitting EKG's to the hospital. IMC will also be updated to include the transferring of data into TEMSIS reporting.

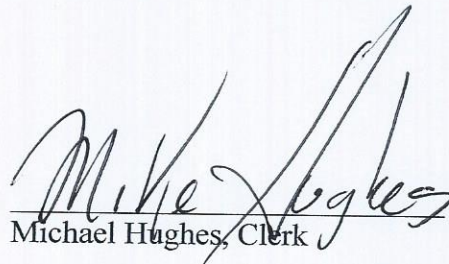
Commissioner Gamester inquired about the possibility of outfitting our first responders with safety vests after the shootings we are seeing around the world. Chief Achilles replied stating that they have been paying attention to this and have had several discussions regarding this. State of NH has put out some training videos and exercises on how to have EMS treat within the "warm zone" and being able to find balance on providing care and being safe.

IX. Public Hearings: None.

X. Non-public Session: None.

XI. Adjournment:

Motion, to adjourn at 1945 hours, was made by Commissioner Gamester. Motion was seconded by Chairwoman Matthes and passed unanimously.


Michael Hughes, Clerk