

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

030

Fire Station 2
George Pierce Training Room
March 8, 2022

Portsmouth, NH
1700 hours

I. Call to Order:

Chairwoman Matthes called the meeting to order at 1700 hours.

Chairwoman Matthes made the motion to enter into Non-Public Session at 1700 hours in accordance with RSA 91-A:3, II (c), matters that would adversely affect the reputation of a non-board member. Motion was seconded by Commissioner Hughes and passed unanimously.

Motion, to come out of Non-Public Session with a vote of 3-0 to seal the minutes of the Non-Public Session, and reconvene regular public meeting at 1800 hours, was made by Commissioner Gamester. Motion was seconded by Commissioner Hughes and passed unanimously.

II. Pledge of Allegiance with Attendance:

Chairwoman Matthes led the pledge of allegiance.

Present were Commissioners: Jennifer Matthes, Richard Gamester and Michael Hughes. Fire Chief Todd Germain, Assistant Fire Chief William McQuillen, Deputy Fire Chief Patrick Howe, Administrative Manager Tracy Freeman, Firefighter Brian Foster and his fiancé, family and friends; Captain Mark Herrholz, Lieutenants: Peter Gordon and Seth Kenneway and several members of the department.

III. Approval of Minutes of Previous Meeting:

Motion, to approve the minutes of February 8, 2022, was made by Commissioner Hughes. Motion was seconded by Commissioner Gamester and passed unanimously.

IV. Public Comment Session: None.

V. Recognition of Groups or Individuals:

Chief Germain swore in Firefighter Brian Foster

Chairwoman Matthes made the motion for a 10-minute recess for pictures at 1806 hours. Motion was seconded by Commissioner Hughes and passed unanimously.

Meeting reconvened at 1816 hours.

VI. Reports:

A. Fire Chief's Reports:

Chairwoman Matthes motioned to discuss Chief's reports 22-025 through 22-028. Motion was seconded by Commissioner Hughes.

Chief Germain reviewed reports with the Commission.

Report (025), 2022 Response Report for February 2022. The report shows the department responding to a total of 389 calls for the month: 100 Fire Calls and 289 Ambulance Calls. Total year to date shows the department responding to 797 calls: 219 fire and related service calls and 578 ambulance service calls. Chief Germain reported on some incidents of interest that occurred during the month along with the safety message regarding some quick safety tips to keep in mind while getting outside to enjoy healthy activities. Report (026), Fire and EMS Call Summary Report, shows the department responded to 100 fire calls for the month of February. EMS activity was 292 with the top three responses being for weakness, alcohol abuse and behavioral problems. There were 3 calls for drug overdose/abuse and 68 non-transports. Report (027), FY22 Budget, Chief Germain reviewed the budget which is still tracking with a surplus due to the number of vacancies we still have not been able to fill. Report (028), Overtime Analysis, provided a breakdown of how overtime was used in the month of February along with a summary of what was charged to OT-Recall for the month.

Motion, to accept Chief's Reports 22-025 through 22-028, was made by Commissioner Hughes. Motion was seconded by Commissioner Gamester and passed unanimously.

B. Staff Reports:

Assistant Chief reported training and operations happening within the department. New tower was delivered and has been lettered and radios installed. Personnel will begin training on it next week. Twenty-three AEMT and Paramedic recerts have all been completed and thanked Capt. Gionet for helping with the process. Three new firefighters started yesterday, 3/7. Two conditional offers have also been mad, one in Texas and one in Georgia. Overhead door won the bid for the garage door project at station 1. Hope to start within the next 60 days. Front ramp needs to be redone first and will tie into the Court Street project that will be happening in the next month. Long list of outstanding facility projects which DPW has been short staffed in order to assist us with. They hired a new guy just recently who will be assigned to work with us on our list of items in the next few weeks. Thursday, Chief Germain will be attending job fair at Lakes Region Community College in Laconia and will also be participating in one in Maine. Hope to recruit some firefighters to fill vacancies.

Deputy Chief Howe reported on Prevention and the many construction projects happening within the City. City has started the outdoor café application process. Hotel inspections are wrapping up and will begin to restart the process for round 2 soon. School visits that happened last year were mostly public schools so hopes are to reach out to all schools this year as COVID numbers begin to fall.

VII. Old Business:

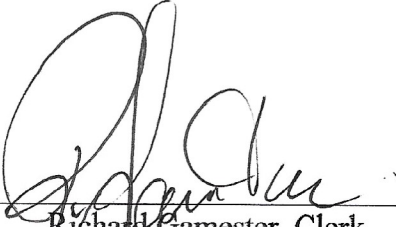
Tower noted earlier in Asst. Chief's report. Penalty funds being used to cover equipment for the new tower. Loaner is still in service here until new truck is put in service.

IX. New Business:

Chief spoke briefly about the FY23 Budget process and met with the City Manager and Finance Director today. Support for wage adjustment and shift coverage however, wage adjustment to be handled a bit differently than just adding to our budget. Budget was recalculated separating out the 5% from the COLA and step increases. This amount will go into a collective bargaining stabilization account and then transferred to us once budget is approved. Other departments thinking the same. Next budget meeting is May 9th with the City Council's Public Hearing and then May 10th with the Public Safety – Police & Fire review/ listening session.

X. Adjournment:

Motion, to adjourn at 1841 hours, was made by Commissioner Gamester. Motion was seconded by Chairwoman Matthes and passed unanimously.



Richard Gamester, Clerk