

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

059

Fire Station 2
George Pierce Training Room
July 11, 2023

Portsmouth, NH
1800 hours

I. Call to Order:

Chairwoman Matthes called the meeting to order at 1800 hours.

II. Pledge of Allegiance with Attendance:

Chairwoman Matthes led the pledge of allegiance.

Present were Commissioners: Jennifer Matthes and Richard Gamester; Fire Chief William McQuillen, Assistant Fire Chief Jason Gionet, Deputy Fire Chief Patrick Howe, Administrative Manager Tracy Freeman, Lieutenant John Goodwin and Firefighter Jon Gray.

III. Approval of Minutes of Previous Meeting:

Motion, to approve the minutes of June 13, 2023, was made by Commissioner Gamester. Motion was seconded by Chairwoman Matthes and passed unanimously.

IV. Public Comment Session: None.

V. Recognition of Groups or Individuals: None.

VI. Presentation of Written Communications:

Chairwoman Matthes read the thank you note received from the Robichaud Family.

Motion, to accept and place on file, was made by Commissioner Gamester. Motion was seconded by Chairwoman Matthes and passed unanimously.

VII. Reports:

A. Fire Chief's Reports:

Commissioner Gamester motioned to discuss Chief's reports 23-053 through 23-056. Motion was seconded by Chairwoman Matthes.

Chief McQuillen reviewed reports with the Commission.

Report (053), 2023 Response Report for June 2023. The report shows the department responding to a total of 433 calls for the month: 82 Fire Calls and

Fire Commission Minutes of July 11, 2023 continued:

351 Ambulance Calls. Chief spoke briefly about some of the activities for the month, noting a report of smoke in building at 10 Merrimac Street. Source was an appliance fire; a fire alarm activation at 56 Market Street due to a burst pipe between second and third floors; and a medical call to Convenient MD to assist in removal of fishhook in a patient's hand. The safety message focused on use of outdoor fuel-based equipment like grills, fire pits and campfires. Report (054), Fire and EMS Call Summary Reports, shows the department responded to 82 fire calls for the month of June. EMS activity was 351 with the top three responses being for abdominal pain, weakness and trauma or injury to head/scalp. There were 7 calls for drug overdose/abuse and 108 non-transport. Report (055), FY23 Budget, Chief reviewed the budget which is ending with a surplus mostly in part to vacancies and leave usage being down from what previous years had recorded. Report (056), Overtime Analysis, provided a breakdown of how overtime was used in the month of June along with a summary of what was charged to OT-Recall for the month.

Motion, to accept Chief's Reports 23-053 through 23-056, was made by Commissioner Gamester. Motion was seconded by Chairwoman Matthes and passed unanimously.

B. Staff Reports:

Assistant Chief reported on facilities and operations happening within the department. Station 2 boiler project is underway, roof study for station 3 being scheduled, Truck 2 has been repaired following a malfunctioning sensor causing issues with the aerial portion of the vehicle, Truck 5 has also been repaired and has passed all required tests and is back in service. Ambulance 3 is currently out of service and is at National Wrecker for repairs. Interviews for firefighters were conducted last week with one conditional offer made who is going through the process now. Of the three candidates interviewed, one offer, one was unable to accept a position at this time and the other candidate had already taken another job. Training at PNSY has concluded and anticipate sending three firefighters to paramedic school this year.

Deputy Chief Howe reported on Prevention and the multitude of construction projects that are kicking off at the same time and/or will be kicking off while the others are still ongoing that are creating significant concerns related to impacts on access, parking, pedestrian safety, etc. Working with City officials on ways to mitigate. Also noted were several upcoming events happening within the city such as Street Life Dinner, Little Italy Carnival, Tall Ships, etc. Fire Prevention Officer Wheeler has been providing fire safety and fall prevention education at Portsmouth Housing Authority buildings as well as fire safety, first aid and CPR training for a babysitter's course at the library.

VIII. Old Business: None.

IX. New Business:

Chief McQuillen led review of the Professional Fire Officers Association Tentative Bargaining Agreement.

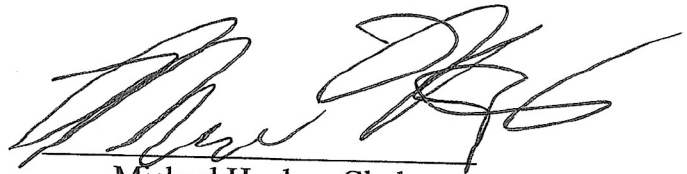
Motion, to approve and send to the City Council, the Tentative Agreement between Board of Fire Commissioners and the Portsmouth Professional Fire Officers Association as presented, made by Commissioner Gamester. Motion was seconded by Chairwoman Matthes and passed unanimously.

Chief McQuillen informed the Commission of the resignation of probationary Firefighter Pixley.

Motion, to accept resignation from Firefighter Pixley, was made by Commissioner Gamester. Motion was seconded by Chairwoman Matthes and passed unanimously.

X. Adjournment:

Motion, to adjourn at 1830 hours, was made by Commissioner Gamester. Motion was seconded by Chairwoman Matthes and passed unanimously.

A handwritten signature in black ink, appearing to read "Michael Hughes", is written over a horizontal line.

Michael Hughes, Clerk