

The Board of Fire Commissioners
Portsmouth Fire Department

036

Fire Station 2
George Pierce Training Room
April 11, 2023

Portsmouth, NH
1800 hours

I. Call to Order:

Chairwoman Matthes called the meeting to order at 1814 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, Firefighters: Jack Bouchard, Ian McFarland, Todd Nicholson, Nate Wiggin with members of their families and several department members.

III. Approval of Minutes of Previous Meeting:

Motion, to approve the minutes of March 21, 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:

Chief McQuillen introduced newly hired Firefighter Jack Bouchard to the Commission.

Chief McQuillen spoke briefly about the probationary process for a new firefighter and recognized three candidates who successfully completed their one-year probationary period by swearing in Firefighters: Ian McFarland, Todd Nicholson and Nate Wiggin.

Chairwoman Matthes made the motion to take a 10-minute recess for pictures. Motion was seconded by Commissioner Gamester and passed unanimously.

Meeting reconvened at 1830 hours.

VI. Presentation of Written Communications: None.

VII. Reports:

A. Fire Chief's Reports:

Chairwoman Matthes motioned to discuss Chief's reports 23-032 through 23-035. Motion was seconded by Commissioner Gamester.

Chief McQuillen reviewed reports with the Commission.

Report (032), 2023 Response Report for March 2023. The report shows the department responding to a total of 410 calls for the month: 120 Fire Calls and 290 Ambulance Calls. Chief spoke briefly about some of the activity for the month noting two mutual aid calls, one to Kittery and other to Hampton for station coverage for fires their departments were fighting, two calls for high levels of CO, and a fire at a construction dumpster located at Water Country. The safety message focused on brush fires and wildfires and steps for prevention. Report (033), Fire and EMS Call Summary Reports, shows the department responded to 120 fire calls for the month of March. EMS activity was 290 with the top three responses being for abdominal pain/problems, weakness and psychiatric/behavioral problems. There were 4 calls for drug overdose/abuse and 64 non-transports. Report (034), FY23 Budget, Chief reviewed the budget which is still tracking with surplus with some projects being delayed until 4th quarter to see where budget numbers come in. Does include projections for overtime costs through the end of the fiscal year and repairs to roof top units at Station 1 and Station 2. Report (035), Overtime Analysis, provided a breakdown of how overtime was used in the month of March along with a summary of what was charged to OT-Recall for the month.

Motion, to accept Chief's Reports 23-032 through 23-035, 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. He noted station 2 HVAC repairs for new control systems wrapping up and roof evaluations and studies to be conducted at station 1 and 2, Marine 1 has come back from annual maintenance and is currently in the water ready to respond. Training for our newer personnel in marine operations will take place in May. One FF vacancy remains. Three potential candidates. They are scheduled to take their CPAT exam in the coming weeks. All inventory management has moved to digital platforms which allows for real time information. Will be conducting rookie school for new firefighters currently on probation next week. This training consists of basic skills geared towards policies and procedures. Live fire training at the Shipyard will begin in May and go through June for all personnel.

Chairwoman Matthes inquired about the repairs to Truck 2. AC Gionet answered noting technicians from manufacturing came out and went through the truck extensively and all issues have been repaired and truck is in service.

Fire Commission Minutes of April 11, 2023 continued:

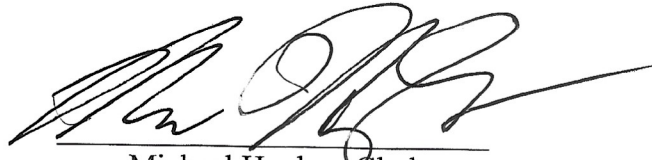
Deputy Chief Howe reported on Prevention and the many construction projects happening within the city noting outdoor dining permits coming in. A change this year will be that Fleet and Pleasant Streets will not have access to outdoor dining.

VIII. Old Business: None.

IX. New Business: None.

X. Adjournment:

Motion, to adjourn at 1840 hours, was made by Commissioner Gamester. Motion was seconded by Chairwoman Matthes and passed unanimously.



Michael Hughes, Clerk