

**MEETING OVERVIEW**

9:00 AM – FSTEMS ARFF Classroom

**Attendance**

<b>Voting Members</b>	<b>Present</b>	<b>Non-Voting</b>	<b>Present</b>
Casey Burrage – Ringe FD		Max Dodge – FSTEMS	x
Adinara Challinor – Epping FD	X	Peter Lennon – FSTEMS	x
David Eastman – Derry FD	X	<b>Invited Guests</b>	<b>Present</b>
Philip Biron – State Fire Marshall	X	Don Himsel – FSTEMS	x
Brian Rapp – Claremont FD	X	Stephanie Corrente – FSTEMS	
Louis Loutrel – Laconia FD	E	William Connor	
Riley Stanchina – Milford FD	X	Jason Fritz	
Jason Smedick – FSTC	X	Matthew Newton	x
Nicholas Bibeau – FSTEMS	x	Shawn Wheeler	x
		Christopher Wyman	
		Les Cartier	
		Peter Cutrer	

Curriculum project materials can be found at: <https://nhfa-ems.com/fstc-curriculum-projects/>

**I. Resumption of Curriculum Development**

- A. Accreditation extensions and deadline was discussed. The Division is responsible for maintaining an accredited certification exam. The certification exam is defined as part of the curriculum. The window for accreditation following a standard change is two years with the option for two six-month extensions with cause. The 1030 standard was published in 2022 as part of the NFPA ERRS Group 2 with an expiration date of 31 December 2024. The first program extension was approved by The Pro Board in December of 2024. The second extension is due before June of 2025. There are no options for additional extensions after December of 2025. Following a visiting committee’s recommendation of a curriculum package to the FSTC Curriculum Committee, there are legally required steps that must be taken including a 60-day public comment period and a final approval and adoption by the FSTC. With all this in mind, the Fire Inspector curriculum must be complete for recommendation to the Curriculum Committee no later than the beginning of August, 2025.
- B. Textbook availability was discussed. The Jones & Bartlett First Responder Inspector textbook date of publication has been pushed back to March 28<sup>th</sup>. There was some doubt as to whether the book would be published in time, as it has not yet been distributed to the J&B reviewers. The consensus of the visiting committee has been that the FRI curriculum requires a textbook reference, that the program can not be successful without a reference text. IFSTA has stated that they have no intention of publishing a book aligned to the FRI standards. Older editions of the Fire Inspector

textbooks have poor alignment with the new standards. The visiting committee will await receipt of the new J&B FRI textbook to determine the next steps for the FRI curriculum. IFSTA does provide supplemental teaching resources for their Fire Inspector textbook.

- C. Minimum curriculum requirements per NH Administrative Rule were reviewed. The components of the IFSTA supplemental teaching resources were reviewed for their alignment with the minimum required components per Fire 403.02. It was determined that the VC will need to produce the following items to achieve the minimum requirements:
1. Define the grouping of chapters into curriculum modules.
  2. Define the minimum number of clock hours for each module.
  3. Review the content outlines provided by the publisher to determine the curriculum scope.
  4. Develop a set of terminal performance objectives, which means the required demonstration by the student of the competencies required.
  5. Develop a description of written and practical certification tests.
- D. A motion was made by Riley Stanchina to use the materials provided by IFSTA as a basis for the Fire Inspector curriculum with the intent of meeting the requirements of administrative rule and the expectation of the Division to ensure effective delivery the content, seconded by Nick Bibeau. Discussion focused on whether the materials provided by the publisher meet the intent established by the VC at the beginning of the development process. There were concerns about the PowerPoint centric nature of the course producing similarly poor student feedback and mismatch between what is taught and the expectations of job performance seen in the current programs. It was remarked that the VC, the FSTC, and the Division have "a responsibility to keep the program going," and that given the short timeline remaining and the limited resources available, the IFSTA materials provides the best trade off between quality and availability. The consensus was that development of the program needed to continue following accreditation, including the adaptation of materials to improve student outcomes and feedback. The motion was put to vote and passed unanimously.

E. Timeline for finishing development. The following timeline was established for the remainder of the development process:

Date & Time	Location	Topic
Wednesday, April 9 <sup>th</sup> 1300-1600	FSTEMS Classroom 2	Modules Define Objectives
Wednesday, May 14 <sup>th</sup> 0900-1200	FSTEMS Classroom 1	Review Objectives Define Content Outline
Wednesday, June 11 <sup>th</sup> 0900-1200	FSTEMS ARFF Classroom	Review Content Outline Set Minimum Hours
Wednesday, July 9 <sup>th</sup> 0900-1200	FSTEMS Classroom 1	Review Testing Final Recommendation
Wednesday, August 6 <sup>th</sup> 0900-1200	FSTEMS Classroom 1	TBD, if needed

**II. Due Next Meeting**

- A. The IFSTA content outlines will be distributed to the VC members for review.
- B. During the next meeting, the VC will:
  1. Determine how the content will be grouped into modules.
  2. Determine generally, what the terminal performance objectives should be.