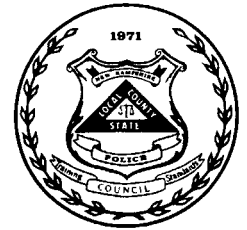




Chief David P. Cahill  
Chairman

**State of New Hampshire**  
**POLICE STANDARDS & TRAINING COUNCIL**  
**ARTHUR D. KEHAS**  
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**PUBLIC MINUTES**  
**Police Standards and Training Council**  
**October 22 , 2019**

Present: Chairman, Chief Cahill, Sunapee Police Department; Mark Long; Sheriff Valerino, Coos County Sheriff's Office; Vice Chairman, Chief Morency, Berlin Police Department; Maureen Sullivan; Chief Cormier, Tilton Police Department; Judge Gardner, Circuit Court Judge; and Attorney General MacDonald.

Not Present: Charles Ansell, New Hampshire Community College; Colonel Wagner, New Hampshire State Police. Sheriff Massahos, Rockingham County Sheriff's Office; Chief Capano, Manchester Police Department; Commissioner Hanks, New Hampshire Department of Corrections; Judge Vetanze, 3<sup>rd</sup> Circuit District Division, Ossipee

Staff Present: Assistant Director, Chief Merrill; Major Parenteau (Ret.), Lt. Hawkins, Anne Paquin, Investigative Paralegal.

The 509th meeting of the New Hampshire Police Standards and Training Council was called to order at 1:03 p.m. by Chairman David Cahill in classroom one at the Arthur D. Kehas Law Enforcement Training Facility and Campus in Concord, New Hampshire.

Approval of Minutes

Attorney General MacDonald asked for revision of the September minutes, specifically the motion to seal on the hearing of Sheriff Scott Hilliard. Attorney MacDonald stated that for the roll call vote on the motion to seal, he was not in favor and the motion states a unanimous vote.

Motion to approve the public minutes of the September 24, 2019 meeting by Chief Cormier, seconded by Mark Long, to include the amendment by Attorney General MacDonald. The Council vote was unanimous in favor of the motion.

Motion to approve the nonpublic minutes regarding Sheriff Scott Hilliard was made by Chief Morency and seconded by Mark Long. Sheriff Valerino and Chief Cormier abstained from the vote while the remainder of the Council voted in favor to approve.

Director's Report

Chief Merrill updated the Council about the full time, part time and corrections academies that were currently in session. PSTC staff is working with Homeland Security to try to find funding for an upgrade and maintenance for the Virtra 300 use of force simulator.

## Financial Report

The budget is on track and PSTC is catching up on contracts during this quarter.

## Previous Unfinished Business

### Agency Audits

Major Parenteau explained that the staff of PSTC has begun to do agency compliance audits as directed by the Council. The Council recommended that staff do an agency compliance audit when any department had a change of chief. He presented reports on the South Hampton Police Department and the Exeter Police Department, which were done by himself and Captain Tom McCabe.

The audits were designed to assist a new agency chief with instruction on implementing and managing PSTC rules and regulations.

Discussion ensued amongst the Council members about the audits.

Chief Merrill discussed the importance of all agencies having background investigations for every officer on their roster.

Chief Cahill suggested following the criteria on a Form I for background investigations, including a signature from the PSTC Director on the background document for those agencies without background investigations on their current employee roster.

AG MacDonald complemented the PSTC staff on the audit reports. He asked whether NCIC checks were completed during background investigations. The staff confirmed NCIC checks were part of the background investigation.

Agencies that will be audited are notified by a phone call from the staff prior to staff members going to the agency to do an audit.

## New Business

Three year fitness testing courtesy reminder letters were sent out the first week in October, over 700 letters going to individual officers and cc'd to their supervisors. Major Parenteau summarized what the Council staff does at this time each year, from sending hard copy notices to making phone calls to agency supervisors to be certain they are aware of potential suspension for noncompliance with the three year fitness testing requirement.

## Prior Training and Experience Requests – Out of state certified officers

An agency that is actively hiring has asked PSTC about individuals that have completed the police certification program at Fitchburg State College, their. Fitchburg State College developed a four year criminal justice degree program, with an additional year as a master's program. Within the program they have a police academy. When participants graduate they are police

certified and eligible to be hired by any Massachusetts municipal police department. They complete firearms, defensive driving and defensive tactics and typical course work for a criminal justice degree. An agency has called PSTC to ask for verification on the education for an individual, and if they will be required to complete the New Hampshire Police Academy.

Past precedent allows for a review of curriculum *only after a person has been hired* by an agency and the necessary documents are filed at PSTC for that hire.

Discussion included thoughts:

- about agencies that ask for an opinion about prior training and experience certification for a candidate before they are hired
- training in a college setting only, not a paramilitary setting
- no law enforcement work experience
- if PSTC reviewed the curriculum, it would only have to be done once, not every time for prior training and experience from this particular criminal justice program was requested by a New Hampshire Agency
- the Fitchburg criminal justice program students receive a certificate when they graduate, makes them eligible for police employment in Massachusetts
- if PSTC accepts the curriculum, the person would still be required to complete the law package for New Hampshire

Major Parenteau was instructed by the Council to complete the curriculum comparison for the Fitchburg University criminal justice program and PSTC's full time academy.

#### Public Hearing for Administrative Rule Amendment

A public hearing regarding Pol 102.06 was held during the Council meeting. There were no members of the public present.

Major Parenteau read the proposed amended rule into the record:

Pol 102.06 Quorum of the Council. A quorum shall consist of a majority of the members of the council, and as such, can operate with the same authority as the full council.

Before the amendment, the rule read *six members* of the council would form a quorum.

Major Parenteau explained that anyone could address the rule for five days after the public hearing in writing. After the five day deadline the amendment would go back to the Office of Legislative Services as a final proposal, to be voted on by the Council at a later date.

### Further New Business

Chief Cahill noted that there may be legislation upcoming about safety at schools using marshals, he was going to attend a meeting and will provide details.

### Consent Calendar

### PT&E Requests

Officer Michael Bagan, Groton Police Department (DOH: 11/05/19). Will be granted certification upon successful completion of the medical exam (completed) and entrance fitness test (completed September 4, 2019).

Officer Justin Agraz, Merrimack Police Department (DOH: 10/06/19) Will be granted certification upon successful completion of the medical exam, entrance fitness test, and the Law Package of the Full-Time Police Officer Academy, with the stipulation that the officer must work in the direct presence of a certified officer unless the officer completes the agency's FTO program and then may work under normal supervision.

Officer Jonathan Ebert, Epsom Police Department (DOH: 10/05/19) Will be granted certification upon successful completion of the medical exam and entrance fitness test, with the stipulation that the officer must work in the direct presence of a certified officer unless the officer completes the agency's FTO program and then may work under normal supervision.

Officer Jonathan Marshall, Rochester Police Department (DOH 10-27-19) Will be granted certification upon successful completion of the medical exam and entrance fitness test, with the stipulation that the officer must work in the direct presence of a certified officer unless the officer completes the agency's FTO program and then may work under normal supervision.

Officer Erik Burke, Strafford County Sheriff's Office (DOH 10-03-19) Will be granted certification upon successful completion of the medical exam and entrance fitness test with the stipulation that the officer must work in the direct presence of a certified officer unless the officer completes the agency's FTO program and then may work under normal supervision.

### Requests for Extensions

Note: Extensions granted until the first council meeting following the fitness testing for the requested Academy, and, if testing is successful, to the first council meeting following the end of the requested Academy.

**Full Time Academy Schedule**

<b>Class Number</b>	<b>180</b>	<b>181</b>	<b>182</b>
	09/03/2019 – 12/20/2019	01/06/2020– 04/24/2020	05/04/2020- 08/21/2020
<b>Fitness Test</b>	08/19/2019	12/16/2019	04/20/2020

**Part Time Academy Schedule**

<b>Class Number</b>	<b>278</b>	<b>279</b>
	08/10/2019 – 11/08/2019	02/01/2020 – 05/08/2020
<b>Fitness Test Date</b>	07/27/2019	01/18/2020

**Corrections Academy Schedule**

<b>Class Number</b>	<b>111</b>
	09/16/2019 – 11/15/2019
<b>Fitness Test Date</b>	08/26/19

Officer Brad Von Haden, Kensington Police Department (DOH: 04/01/19 part-time certified)

Will be granted until the extension to the first council meeting following the fitness testing for the requested academy, and, if testing is successful, to the first council meeting following the end of the requested academy with the stipulation that the officer must remain actively enrolled in the 181st academy.

Officer Steven Hamel, NH Attorney General's Office, (DOH: 04-12-2019) Will be granted a six month extension to May 1, 2020 to complete the fitness test and then attend the law package classes.

Medical Extensions for Fitness Testing granted for:

Thomas Sheveland Concord Police Department

Gerald Lewis, Windham Police Department

Eric Adams, Laconia Police Department

End of the Consent Calendar

Motion to approve the Consent Calendar by Chief Cormier, seconded by Chief Morency, the Council vote was unanimous in favor of the motion, with AG MacDonald recused from the vote on item 9b, Steven Hamel.

Subcommittee

Chief Morency asked that the subcommittee meet after the closing date for the Director position, October 30<sup>th</sup>, instead of the previously discussed date, October 24<sup>th</sup>. He would contact the group by email to reschedule.

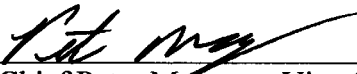
The next Council meeting will be on November 19, 2019.

Motion to adjourn by Mark Long, seconded by Chief Cormier by unanimous vote of the Council.

2:00 the Council meeting adjourned.

November 19, 2019

Respectfully Submitted,

  
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Chief Peter Morency, Vice Chairman