



*Sheriff Christopher D. Connelly*  
Chairman

# State of New Hampshire

## POLICE STANDARDS & TRAINING COUNCIL

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*John V. Scippa*  
Director

### Minutes September 27, 2022 Police Standards and Training Council

In attendance:

Chairman, Sheriff Christopher Connelly, Hillsborough County Sheriff's Office  
Attorney General John Formella  
Judge Sawako Gardner, Circuit Court Judge  
Chief Kevin Rourke, Nashua Police Department  
Chief Allen Aldenberg, Manchester Police Department  
Mr. Edward Lecius  
Chief Joseph Hoebeke, Hollis Police Department  
Commissioner Helen Hanks, New Hampshire Department of Corrections  
Dr. Maureen Sullivan  
Chief Michael Ho-Sing-Loy, Sugar Hill Police Department  
Commissioner Helen Hanks, New Hampshire Department of Corrections  
Judge Melissa Countway 3rd Circuit District Division, Ossipee

Not attending:

Mr. Jason Bishop, Community College System of New Hampshire  
Colonel Nathan Noyes, New Hampshire State Police Vice Chairperson,  
Sheriff Charles Massahos, Rockingham County Sheriff's Office

Staff Present: Director John Scippa, Major David Parenteau (Ret.) Captain Adam Hawkins,  
and Anne Paquin, Investigative Paralegal.

Chairman Connelly called the meeting to order at 9:10 a.m.

Chairman Connelly introduced Chief Kevin Rourke of the Nashua Police Department as a new Council member.

August 23, 2022 minutes were approved on a motion by Mr. Lecius, seconded by Chief Aldenberg, with the voice vote unanimous in favor, and the following members abstaining from the vote, Commissioner Hanks, Dr. Sullivan, Chief Ho-Sing-Loy and Attorney General Formella.

### Director's Report

Director Scippa provided Council members with a copy of his report to cover the time period since the last meeting. His report included financial status and also went over the academy curriculum. Copies of the Director's Report and the full time academy report are attached.

### Hearings

Chairman Connelly read the following into the record regarding public and nonpublic sessions:

"These hearings are presumed to be heard in public session. You are entitled to request that the hearing be held in non-public session. If you choose to make that request, you are required to provide "relevant facts and factors" for the Council to consider "in making an independent, case-specific and fact-based determination to hold a decertification hearing in non-public session." The Council may not enter into a non-public session or seal the minutes of a non-public decertification hearing, "if the only reason for prohibiting public access is that the respondent in the decertification hearing has so requested."<sup>1</sup>"

### Plaistow Police Department Pol 301.05 (g) (3)

Major Parenteau was sworn in by Chairman Connelly and provided a summary of the matter to the Council members. He read Pol 301.05 (g) (3) into the record:

(g) The hiring authority shall evaluate the results of its background investigation and the agency shall not appoint a person or invest with authority any person elected as a police, corrections or probation/parole officer, who:

(3) Has been convicted of a misdemeanor by a civilian or military court and for which he or she has not received a pardon, which offense or the underlying circumstances surrounding the commission thereof was such that it would cause a reasonable person to doubt the applicant's character, honesty or ability;

Major Parenteau provided copies of the exhibits to each Council member and continued to summarize.

On August 9, 2022 staff at Police Standards and Training Council received an application for new hire and an application for prior training and experience from the Plaistow Police Department for Timothy D'Entremont, who held a Massachusetts police certification.

The information contained in the applications indicated that Timothy D'Entremont had been arrested and found guilty of a misdemeanor charge, possession of a controlled drug, marijuana. The Salem New Hampshire Police Department had arrested Mr. D'Entremont on November 23, 2013, the charges were filed with the Salem District Court, the finding of guilty was on January 6,

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<sup>1</sup> From June 10, 2021 Order of Merrimack Superior Court Justice Andrew Schulman, Union Leader Corp. v. NH Police Standards and Training Council.

2014.

The arrest of Timothy D'Entremont was not an automatic disqualifier, however the Plaistow Police Department should have requested a waiver of the rule before hiring Mr. D'Entremont.

Major Parenteau summarized the violation and disposition of the matter regarding Mr. D'Entremont.

Plaistow Police Department hired Mr. D'Entremont in spite of the violation, they should have requested a waiver.

Retired Chief Richard Kane was sworn in by Chairman Connelly. Chief Kane summarized his background in law enforcement for the Council members.

He did not dispute any of the facts put forth by Major Parenteau. He did not know about the rule and requesting a waiver; he and his agency were not trying to sneak anything past PSTC.

Mr. Timothy D'Entremont was sworn in by Chairman Connelly and answered questions from the Council about his education and prior employment history.

Motion by Chief Aldenberg, seconded by Mr. Lecius, to take no action on the Plaistow Police Department, for failure to comply with the previously stated Pol rule. The voice vote was unanimous in favor of the motion.

Motion by Chief Hoebeke to grant a waiver of the rule for the officer for prior training and experience. The motion was seconded by Chief Aldenberg, the voice vote was unanimous in favor of the motion.

Motion by Commissioner Hanks, based on the evidence presented to the Council, that this candidate's action in 2013 does not cause any doubt to his character, ability and integrity as a member of law enforcement at this time. The motion was seconded by Mr. Lecius, the voice vote was unanimous in favor of the motion.

#### Per Council motion from the Plaistow Police matter

#### Timothy Dentremont, Plaistow Police Department PTE

(DOH: 08/08/2022) will be granted consideration for full-time police officer certification upon successful completion of the medical exam (done 7-7-2022), 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.

## Consent Calendar

### Prior Training and Experience Requests

#### Tien Le, Fremont Police Department

(DOH: 09/04/22) Will be granted certification upon successful completion of the medical exam (done August 24, 2022), 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.

#### James Fulton, New Boston Police Department

(DOH: 09/06/22) Will be granted certification upon successful completion of the medical exam, (done August 1, 2022) 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.

#### Christopher Peroni, New Ipswich Police Department

(DOH: 08/09/22) Will be granted certification upon successful completion of the medical exam, (done April 22, 2022) 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.

#### Donald Ross, Auburn Police Department

(DOH: 09/06/22) Will be granted certification upon successful completion of the medical exam (done September 8, 2022), 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.

#### Emelia Campbell, Gorham Police Department

(DOH: 08/29/22) 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.

#### Christian Kyle, Henniker Police Department

(DOH: 08/25/2022) Will be granted certification upon successful completion of the medical exam (done September 13, 2022), 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.

#### Matthew Zabkar Strafford County Sheriff's Office

(DOH: 09/19/2022). Will be granted certification upon successful completion of the medical exam (done September 13, 2022) 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

Class Number	189	190
Dates	06/06/2022-09/23/2022	08/01/2022 - 11/18/2022

\* More detailed information about each academy session can be found in Benchmark. This will include the dates of the session, the fitness testing date and number of available seats.

\*Part Time Academy

Class Number	282
Dates	08/27/2022 – 12/30/2022

\* More detailed information about each academy session can be found in Benchmark. This will include the dates of the session, the fitness testing date and number of available seats.

\*Corrections Academy

Class Number	119
Dates	09/26/2022 – 11/18/2022

\* More detailed information about each academy session can be found in Benchmark. This will include the dates of the session, the fitness testing date and number of available seats.

Medical Extensions for Fitness Testing, the following officers have been granted medical extensions for fitness testing:

- Ryan Conover, NH Department of Corrections
- Steven Waldman, Lincoln Police Department
- Lester Milton, Bennington Police Department

End of Consent Calendar

Motion by Commissioner Hanks, seconded by Judge Gardner to approve the Consent Calendar, the voice vote of the Council was unanimous in favor of the motion, with

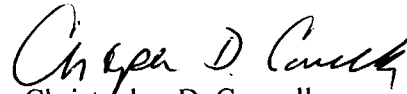
Commissioner Hanks abstaining from the Department of Corrections item.

The next meeting will be held on October 25, 2022

Motion to adjourn at 10:15 a.m. by Chief Hoebeke, seconded by Dr. Sullivan, the voice vote was unanimous in favor of the motion.

October 25, 2022

Respectfully Submitted

  
Christopher D. Connelly  
Chairman

To: All NHPSTC Council Members  
FROM: Director John Scippa  
DATE: Sept 27, 2022  
RE: Director's Monthly PSTC Council Report

**Academy and In-Service Training:**

1. 189<sup>th</sup> Full Time Police Academy graduated Friday, September 23rd.
2. 190<sup>th</sup> Full Time Police Academy is in session.
3. 116<sup>th</sup> Corrections Academy scheduled began September 26th.
4. Part Time Academy is in session.
5. In-Service/On-Line Bureau has several programs available. Instructor Development and ICAT train the trainer are rolling out in the next month.

**Budget:**

1. Facility repairs continue to but will not be done by deadline. Boiler, Range Remediation and AC Replacement projects are still pending completion.
2. FY24-25 budget first draft was submitted September 19<sup>th</sup>. We have been able to add all new mid-budget legislative positions to the FY22-23 budget. We have been given a target of 3% increase to our existing budget for FY 24 and 0% increase to our FY25 budget, (exclusive of personnel costs). We have requested 4 new positions, (two LETS, one Instructional Designer and one Administrative Assistant) in the next budget cycle.

**Outreach, Education and Legislation:**

1. State Level Accreditation Program is now officially under the PSTC roof per Governor's Executive Order.
2. Under RSA 106-L:9, I request permission to provide reimbursement for 50% of the tuition cost (875) associated with any agency sending an officer to the upcoming ICAT Instructor Class being sponsored by us. ICAT is the new de-escalation model that we are teaching in the academy. Reimbursement would be for only one officer per agency.
3. I continue to meet with other state level stakeholders on the development of PTSD training and with School Safety Initiatives.
4. We continue to address 91-A requests for regulatory documents and curriculum. We continue to work with our civil attorney to respond to these requests.

**Staff and Operations:**

1. Human Resource Services Unit of the NH DAS has taken over our HR and Payroll needs.
2. We have reclassified an AA III position to a Business Administrator's position and are presently advertising same. We plan on interviewing candidates this coming month.
3. We identified a candidate for the open LETS I position. After a conditional offer was made, the candidate withdrew for a different offer. The job has been reposted.
4. A review with the LETS and admin staff on how the overlapping academy delivery worked was conducted and a summary report is included today.

**Open Action Items:**

1. **Administrative Rules Committee:** We continue to meet as a sub-committee and continue to draft amendments as we feel appropriate for final council review and approval.
2. **Discussion on Part Time Certification:** I will be preparing a summary report to the Council on the subcommittee's position and suggested recommendations moving forward.

**Discussion Items:**

1. None



# **NEW HAMPSHIRE POLICE STANDARDS & TRAINING EXECUTIVE SUMMARY REPORT**

09/26/2022

## **1. Background**

- i** On December 14<sup>th</sup>, 2021, Director Scippa proposed several changes to the delivery of the Full Time Police Academy to the New Hampshire Police Standards and Training Council. The following is a synopsis of that proposal.

The following proposal was in response to several conditions effecting the operations of the Full Time Police Academy to include but not limited to:

- A. Covid-19 Pandemic
- B. Statewide Staffing Issues
- C. Overflow of Recruit Officers
- D. Strain on Staff / Lack of Resources

The Director made the following proposal recommendations:

- Run four, overlapping classes each year instead of three;
- Front loaded lecture structure;
- Increase the number of certified officers by eight but running four academy classes;
- Start Academy Class 187 the first week of January and have it run through April;
- Split the PSTC staff in half as opposed to attaching all of PSTC staff to the 187 Class;
- Attach half the staff to class 187, allowing the remaining half to act in a subordinate role if needed; and
- Start Academy Class 188 on February 7th, and attach the remaining half of the PSTC staff to the 188 Class.

Benefits of the Proposal:

- Addresses overflow of waiting officers - Instead of taking 25-28 recruits and making them and their agencies wait until three months after the session is done to get them in the next class;
- It would allow PSTC to reduce the size of the class, so instead of having 67, we could have between 50 and 55;
- Ability to monitor the class more efficiently;
- The ability to deliver lectures, skills based and hands-on practicals more effectively;
- Reduce the waiting time to drive, shoot and other skill based and hands on practicals; and
- Increase repetitions in skills based and hands-on practical trainings.

See attached Council Minutes from the December 14th, 2021 meeting for all details.

Based on the verbal and physical report given by Director Scippa, New Hampshire Police Standards and Council voted to accept the proposal with a caveat of delivering the Full Time Academy sessions in the proposed manner for a trial period of one year.

## 2. Findings

- i** Starting in January 2022, the PST Staff began to execute on Director Scippa's proposal. During this time, four (4) academy sessions have started and as of this report, three (3) academy session will have graduated. The fourth (4<sup>th</sup>) session will graduate on November 18<sup>th</sup>, 2022.

During this time, Director Scippa and PST Staff compiled findings regarding the benefits, stressors, improvements, and external factors, as they related to running the four academy sessions as well as to the front-loading of the academy sessions, and made subsequent final recommendations reference the proposed full time academy structure and schedule. Listed below is the synopsis of those findings:

### Top Benefits:

- Front loaded lecture schedule helps administration of other academy sessions
- Recouping of classes due to illness, injuries
- Lessens impact of inclement weather

### Top External Factors:

- Pandemic considerations
- Availability / strain on outside instructors
- Stakeholder position on recruitment and retention

### Top Stressors

- Lack of academy time off between skills and hands on practicals
- Lack of resources – outside instructors
- PST staff attrition and workload

### Top Suggested Improvements:

- Comprehensive mixture of lecture-based, skills, and hands-on practicals – no front load structure
- Address written and practical testing
- Identify vetted curriculum to implement into academy sessions (Examples ICAT, ABLE etc.)
- Identify essential topic areas that a 1-to-5-year officers needs today to be a competent and professional police officer; remove or modify curriculum
- Leverage asynchronous online learning

## 3. Recommendations

- i** Based on the findings of the Director Scippa and the PST Staff, the following recommendations are being presented to the New Hampshire Police Standards and Council for approval.

Over the past two years, due to Covid, the Academy had to readjust its schedule and delivery of training. Many things were learned through this process, as has been shared above. In addition to the adjustments made due to Covid, other adjustments were made to accommodate the overlapping academies.

To address the lessons learned, the Academy has created a revised schedule for the Academy classes of 2023. In planning the schedule, we took into account the need to combine classroom (academic) learning with scenario-based learning and skill building. The revised schedule that is being presented provides for a logical progression of topics and training to ensure that the recruits leave the Academy with not only academic knowledge of the subjects but also skills and hands-on knowledge that will benefit them when they begin their careers with their respective agencies. The schedule will still consist of four (4) overlapping academies with the following attendance requirements –

- Session 1 – 55 Officers
- Session 2 – 50 Officers
- Session 3 – 55 Officers
- Session 4 – 50 Officers

The sessions will be structured to allow development of PST staff, time off, as well minimize schedule conflicts resulting from simultaneous administration of police, corrections and in-service training.

The Academy staff seeks to implement a more conscientious use of scaffolded instruction throughout the Academy. The importance of scaffolded instructions is that it, "...optimizes student learning by providing a supportive environment while facilitating student independence" (Larkin, 2002). The concept of scaffolding allows for more instruction when the Recruit is learning a new topic/task and having the instruction/guidance lessen as the Recruits learn more, which will allow the Recruit to take on more responsibility for their learning (Larkin, 2002). "Instructional scaffolds promote learning through dialogue, feedback and shared responsibility. Through the supportive and challenging learning experiences gained from carefully planned scaffolded learning, instructors can help students become lifelong, independent learners" (Northern Illinois University Center for Innovative Teaching and Learning, 2012, Summary section). The use of scaffolded instruction will allow the Academy to better meet its mission of "...shap[ing], sustain[ing], and strengthen[ing] the competency and professionalism of New Hampshire law enforcement in service to our state." Additionally, by stressing the idea of independent and lifetime learning, the Academy will be graduating officers who will seek out professional development opportunities and who will continue to learn, thus making them even stronger officers throughout their tenure.

To facilitate the scaffolded instruction/learning, the order of the classes has been revised to better group like topics and to allow for block exams to cover related and focused material. For example, the classes have been organized so that the Recruits will study constitutional law, search and seizure, and arrest laws and then have an exam. These topics build upon each other and thus allowing the Recruits to make the connection between the topics and allows them to see how they relate and that they are not solely independent topics. Following those topics, the Recruits learn various criminal offenses and

statutes, as well as complaints and warrants and rules of ethics. Again, these topics build upon each other thus demonstrating to the Recruits the need to see the relationship between the topics and how they intersect with each other. In addition to reorganizing the flow of the course material, Recruits will be tested more frequently, resulting in the exams being more focused on specific material. These more focused exams will allow the Academy staff to obtain an even better understanding of the Recruits' knowledge of the classroom material. This will also allow Academy staff to review topics that challenged Recruits before moving forward.

As a part of the revised schedule, the Academy has also incorporated more scenarios that align with the topics that have been recently covered to allow the Recruits the ability to apply what they have learned in the classroom to either a fact pattern or an active scenario or simulations. This increase of more scenario training fulfills mandates set forth on Governor Sununu's LEACT commission, subsequent mandates and aligns with national best practices. By reorganizing the schedule in this manner, we are giving the Recruits the opportunity to immediately apply what they have been learning in a hands-on situation thus allowing them to solidify what they have learned. The use of scenarios will allow the Recruits to fail forward and will help them to improve their critical thinking skills.

We are also seeking to add scaffolding to the way in which we assess the Recruits. We are proposing to eliminate the final exam that is given and replace it with more graded scenarios and report writing throughout the Academy. We are also proposing to reduce the weight of the current block exams and reclassify them as knowledge checks. This reclassification to knowledge checks is based upon how the exams are formulated and used. The current exams are made up of both multiple choice and true/false, and while these types of exams do have their place in education and training, they do not always tell the story of what a Recruit knows. Oftentimes, multiple choice exams will allow Recruits to demonstrate what they have memorized, but not what they have learned and how to apply what they have learned. The knowledge checks will allow Academy staff to see if the Recruits have the foundational knowledge that they will need when entering into the scenarios. The knowledge checks will also be used by Academy staff to determine if changes need to be made to the delivery of the material. If the Recruits did not perform well, the Academy staff will seek to determine why and adjust the delivery of the material, the material itself, or both as necessary to ensure that the Recruits understand the foundational material. As such, the first level of the assessment scaffolding will be the knowledge checks.

The second level of scaffolding will be ungraded scenarios, during which Recruits will be evaluated and provided feedback, the performance regarding these scenarios will not be factored into the final grade. The scenarios that are not graded will provide the recruits the opportunity to make mistakes, in a safe environment, and will allow the Academy staff to make corrections at the moment of the mistake so that the Recruits can learn and make improvements.

The third level will be graded scenarios. These graded scenarios will build upon the ungraded scenarios and will allow the Recruits to demonstrate what they have learned and how they have incorporated feedback received into the current scenario. Demonstrating the ability to not only receive feedback but also incorporate feedback is an important soft skill that the Recruits will foster throughout

their time at the Academy. Additionally, the use of more graded scenarios, and scenarios in general, is important as it allows the Recruits to be engaged in their learning, that is it allows them to be active learners as opposed to passive learners. It is important to note that the scenarios are graded by using a rubric so that the grading is more objective and so that all Recruits are measured based on the same criteria no matter who is doing the grading.

The final formal assessment that falls within the scaffolded instructions is that of report writing. Early on in the Academy, the Recruits will take an interviewing and report writing course. After the report writing class, the Recruits will be required to prepare reports for selected subsequent scenarios. For example, after a scenario is conducted, the Recruits will have to follow-up by conducting interview(s) with individuals associated with the scenario and provide the facts that were reported to them. The next time the Recruits prepare a report, they will have to provide the entire report. By scaffolding the reports in this fashion, the Recruits can make a mistake on that first interview and report, receive feedback, and then apply the feedback to the next report thus resulting in a stronger report and the Recruit having more confidence in their report writing skills.

It should also be noted that the Academy is actively working with state and federal partners to include Valor for Blue and SAFELO to improve existing wellness and officer safety curriculum. This vetting process will be completed prior to the academy session starting in January 2023.

#### 4. Attached Resources

**i** Describe any specific components that are excluded from this project.

- Copy of January 2023 Academy Schedule
- Full Time Academy Session – Hours
- Timeline of Academy Sessions
- Grading Rubric
- December 14<sup>th</sup>, 2021 NHPST Council Minutes

#### 5. Resource

**i** Below were the academic resources used in our recommendations.

Larkin, M.J. (2002). *Using scaffolded instruction to optimize learning* (ED474301). ERIC

<https://files.eric.ed.gov/fulltext/ED474301.pdf>

Northern Illinois University Center for Innovative Teaching and Learning. (2012). *Instructional scaffolding.*

*In Instructional guide for university faculty and teaching assistants.* Retrieved from

<https://www.niu.edu/citl/resources/guides/instructional-guide>