



Sheriff Christopher D. Connelly
Chairman

State of New Hampshire

POLICE STANDARDS & TRAINING COUNCIL

Arthur D. Kehas

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John V. Scippa
Director

Minutes

September 26, 2023

Police Standards and Training Council

In attendance:

Chairman, Sheriff Christopher Connelly, Hillsborough County Sheriff's Office

Vice Chair, Commissioner Helen Hanks, NH Department of Corrections

Chief Joseph Hoebeke, Hollis Police Department

Chief Allen Aldenberg, Manchester Police Department

Mr. Michael Harrington

Dr. Maureen Sullivan

Mr. Edward Lecius

Chief Emily Cobb, New London Police Department

Sergeant Jacqueline Pelletier, Goffstown Police Department

Sheriff Charles Massahos, Rockingham County Sheriff's Office

Dr. Robert Eckstein

Mr. Christopher Stawasz

Chief Kevin Rourke, Nashua Police Department

Judge Sawako Gardner, Circuit Court Judge

Judge Melissa Countway, Circuit Court Judge

Not in Attendance:

Attorney General John Formella

Colonel Mark Hall

Staff Present:

Major David Parenteau (ret.); Major Max Schultz, Attorney Stacie Moeser, Captain Thomas McCabe, Captain Adam Hawkins and Anne Paquin, Investigative Paralegal.

Guests: Gary Stevens, NH Police, Fire and EMS Foundation, Erik Muapoe with Director Fallon Reed and Warden Michelle Edmark of the New Hampshire Department of Corrections, Kevin Collins with Deputy Sheriff Richard Sawyer, Rockingham County Sheriff's Office; Eric Belville with Lt. Eric Benson, Portsmouth Police Department and Lois Kerwin with Chief Anthony Ciampoli, Amherst Police Department

The meeting was called to order at 9:09 am.

Chairman Connelly asked for a motion to accept the minutes from August 22, 2023, with the amendment to the minutes by Attorney General Formella on page 6, and with Judge Gardner's amendment to a vote on a motion for the Mason Police Department was changed from "yes" to "no".

Motion by Judge Gardner to accept the minutes from August 22, 2023, with amendments, the motion was seconded by Mr. Lecius. Commissioner Hanks and Mr. Stawasz recused themselves from the vote while the remainder of the Council members voted in favor of the motion.

Chairman Connelly announced that a member of the Council, Officer Jacqueline Pelletier, had been promoted to Sergeant by the Goffstown Police Department, Council members responded with a round of applause.

Director Scippa was not in attendance at this meeting, he had provided his report by email to the Council, (copy attached) and Major Schultz reviewed the report for the Council members.

Major Schultz expanded on Director Scippa's report on the two "Capitol Projects". One is the firing range ventilation system, the other is the air conditioning in the building. Public Works has provided an engineer to give PSTC exact cost estimates. Those estimates are nearly double the estimates from 2020, Public Works cannot explain why the cost is double. Major Schultz is going to research to find ways to scale down the projects in order to use what is available for funds.

Major Schultz noted that the floor of the academy's tactical center is in need of replacement, it is at least 30 years old.

- The two-foot square rubber tiles are becoming loose from the concrete flooring, creating a hazard.
- There is no funding to repair the floor.
- Major Schultz is in the process of approaching Administrative Services for emergency funding for the repairs.
- The estimate given for repair is roughly \$250,000.
- Major Schultz and staff are researching alternatives for the flooring for less cost.
- The tactical center is in use, and PSTC staff has been keeping track of the areas that tiles have lifted and will mark the areas of concern with cones prior to the full-time academy graduation on Friday, September 29, 2023.

Financial Report

Major Schultz reviewed finances regarding the reimbursement fund for psychological testing for law enforcement. The finances for this fund are from the Department of Justice's Drug Asset Forfeiture Fund. PSTC recently received \$103,659 from DOJ for psychological test reimbursement. From July first through the current date, PSTC has reimbursed \$15,250 for agencies psychological testing for their officer candidates. The total in the account is \$133,986.54. Agencies are encouraged to submit documentation for psychological testing reimbursement.

The Aladdin contract was approved by the Governor and Council for food service, as well as the MOU for State Police Cadre for the Full-Time Academies. The in-service contracts were also approved.

New Business

Mr. Gary Stevens was in attendance and provided information about the New Hampshire Police, Fire and EMS Foundation. The foundation is a resource for New Hampshire's first responders dealing with crisis situations not covered by health insurance, employment or worker's compensation. He provided flyers to all the Council members.

Amherst Police Department Pol 301.05 (g) (10)

Chief Anthony Ciampoli was in attendance with Lois Kerwin, a candidate for Amherst Police Department. Chief Ciampoli explained that Ms. Kerwin had passed all requirements to be hired, except that she had used THC gummies as a sleep aid while treating a medical condition. She used them up until February 4, 2023, which makes her use less than twelve months prior. The Amherst Police Department was seeking a waiver to allow her to be hired. Since that time Ms. Kerwin sought help for her chronic lower back pain, she is being treated by professionals, the condition is well managed and documented through her background investigation.

- THC gummies were obtained from a Massachusetts dispensary, not for recreational use, but as a sleep aid
- She sought help from a professional and discontinued the use of THC gummies

Motion by Chief Aldenberg, seconded by Chief Rourke to approve the waiver for Pol 301.05. The voice vote of the Council was unanimous in favor of the motion.

New Hampshire Department of Corrections

Erik Muapoe, corrections officer trainee was in attendance with Director Fallon Reed and Warden Michelle Edmark.

Commissioner Hanks recused herself from the matter but remained in the meeting room.

Director Reed gave the background summary for Erik Muapoe.

- He has been with the Department of Corrections since 2018
- He previously attended the 111th and 112th Correction's Academies
- He was not able to pass those academies.
- He took a break in attempting to achieve a corrections certification and was hired in a civilian position at DOC where he worked for two years.
- He recently attended the 121st Corrections Academy
- He had difficulty with the mental health portion of the training academy.

The first test score was less than the required 70% to pass.

Captain Towers and Ms. Reed worked with on staff HR Director Eileen Meany, who has a history in the mental health field.

Ms. Meany agreed to tutor Mr. Muapoe to improve his education in the subject of mental health.

Erik Muapoe is a naturalized citizen, he has been working at NH DOC since 2018 In Liberia mental health is not something that is commonly discussed as it is in the U.S.

Director Meany did a lot of work to assess his current comprehension
His test scores improved significantly, the 7–14-day re-test,
However, his score did not meet 70%
His test scores after 30-60 days retest also failed to meet 70%
He passed everything else, Mental Health is the last module.
The warden is here to support the request to allow Mr. Muapoe to re-take the
mental health portion of the next academy and then the final exam.

Major Parenteau explained the manner that academy recruits were allowed to take retests.

- If the recruit scores less than 70% on the first test attempt, they are allowed to test no sooner than 7 days after the initial test date but not longer than 14 days.
- If the retest score is still less than 70%, the recruit would have no sooner than 30 days, but no longer than 60 days to test again.
- If that attempt is not successful, the recruit's agency must go before the Council to ask for their recruit to be allowed to test again.

Major Parenteau explained that Erik Muapoe had taken two years as a civilian employee for NH DOC after his unsuccessful attempts with the 111th and 112th Corrections Academy to become certified. The two years were necessary in order for him to be allowed to be hired as a correction's officer again.

Motion by Chief Hoebeke, seconded by Mr. Lecius to grant the request from the Department of Corrections. Commissioner Hanks was recused, the rest of the Council voted unanimously in favor of the motion.

Portsmouth Police Department

Lieutenant Eric Benson was in attendance with a candidate for a part-time position with Portsmouth Police Department, Eric Belville.

Lt. Benson explained that Eric Belville had been previously certified as a full-time officer in Vermont, he worked for 9 years, but he had been out of law enforcement employment for 7 years. Portsmouth Police Department initially had Mr. Belville registered to attend the part-time academy scheduled for July, but that academy was not held due to low registrations. The part-time position for Portsmouth Police Department would be as an auxiliary officer. Mr. Belville has nearly completed 160 hours of training with Portsmouth Police Department. His position as auxiliary officer would be for:

- security details,
- road construction details
- and occasionally to cover for agency holiday parties.
- Auxiliary officers work in pairs, and there are always two full time officers on duty, as well as a full-time supervisor.

The request from the Portsmouth Police Department was for Eric Belville to be allowed to take the law package test out, which would enable him to become certified again.

Major Parenteau summarized that in the past, anyone out of law enforcement employment for more than three years would be required to attend the entire academy program. Mr. Belville had not worked in law enforcement for 7 years, and he had been certified in Vermont.

There have only been a few exceptions; for example the individual being considered had participated in law enforcement training to some extent while not being employed as a police officer.

Eric Belville learned about the auxiliary police officer program in Portsmouth from an officer he used to work with in Vermont.

When asked, Lt. Benson described Portsmouth Police Department's in house training. He explained that it was a shorter version of what the full-time officers would participate in for field training. The information provided in the training was whatever a patrol officer would need to know. It's an extensive program of 160 hours and Mr. Belville has nearly completed it.

Lt. Benson was asked by a Council member whether the duties of an auxiliary officer were the same as a full-time officer. Lt. Benson answered that auxiliary officers are certified law enforcement officers with:

- same arrest powers,
- the same ability to perform law enforcement functions.
- They primarily participate in security details,
- road construction details,
- and cover shifts if Portsmouth Police Department has a function that all the full-time officers attend.

He confirmed that there would be full time officers on duty, supervising auxiliary officers.

Lt. Hawkins was asked about a part-time curriculum for law package classes. He advised that the decision to participate in a sit in class or the opportunity to test out is decided by the amount of time that has lapsed from law enforcement employment. There is not a specific part time curriculum for law package.

Major Parenteau suggested that Mr. Belville had a full-time certification while working in Vermont; if he attended the full-time academy law package classes he would have more training, he'd be eligible for full-time certification, but still work part-time.

Council members inquired about training for PTSD and CIT; was it included in the 160 hours of field training by Portsmouth Police Department? Mr. Belville confirmed that he'd had training in mental health during his employment in Burlington, Vermont.

Mr. Belville was amenable to attending the full-time academy law package classes.

Motion by Chief Hoebeke, seconded by Chief Aldenberg to grant a waiver and allow the officer to sit in on the law package classes. The staff at PSTC should determine from the training records to decide the appropriate level of hours comparable to what is provided in NH.

Commissioner Hanks asked if the motion put forward was to grant the waiver based on his successful completion of the sit in of the law package and CIT if his historical training records are not equitable. Chief Hoebeke agreed.

Discussion on the motion ensued,

- Allowing this waiver will be precedent setting for those who would ask the same in the future.
- There has been no continued law enforcement training for Mr. Belville in the last seven years.
- A lot has changed in the last seven years.
- The motion is to waive the part-time academy.
- Whatever education or training he receives should be comparable to what he would have received in a part time school.
- So much time has lapsed, the Council may be dealing with more of these types requests
- The facts from this case are unique from other cases.

Last month there was someone asking for a waiver for prior training and experience for a certification that had been full-time to part-time, and the person wanted to return to full-time. Staff had been asked to research past situations in prior training and experience requests.

Major Parenteau stated that last month's case was a bit different as that person was full-time certified, was out of law enforcement for a while, he returned to a part time position, but Council required him to attend the part-time academy. The officer was limited by part-time hours, and the agency was short staffed. The agency request was to return the officer to a full-time position. He had always worked in the state of New Hampshire. There was nothing to compare to that unique situation.

Chairman Connelly reminded Council members that there was a motion, and a second on the motion.

Commissioner Hanks repeated the motion, the requirement was for the 'in-person' law package and to demonstrate equitable CIT from Vermont and New Hampshire. If not equal, he needs to complete New Hampshire CIT.

Chairman Connelly called for the voice vote on the motion, which was unanimous. The motion passed.

Prior to the hearing for Kevin Collins, Chairman Connelly read the following into the record:

Hearings before the Council are presumed to be held in public session; however, parties have the right to a brief hearing in non-public session to request closure of a portion of the hearing if it will reveal confidential information that creates a compelling interest outweighing the public's right of access. All parties appearing before the Council have been provided with notice of the applicable procedure.

At 10:20 a.m. the Council members took a break.

At 10:33 a.m. the meeting was back in session.

Kevin Collins, Rockingham County Sheriff's Office, Pol 402.02 (a)(4)

Sheriff Massahos, Chief Rourke and Mr. Lecius recused themselves from the matter and exited the meeting room.

Each Council member was provided with the staff's exhibits for the hearing.

Kevin Collins was in attendance with Deputy Sheriff Richard Sawyer.

Major Parenteau was sworn in by Chairman Connelly. He read administrative rule Pol 402.02 (a)(4) into the record. He directed the Council members attention to the handout provided on the orange card that details the requirements when deciding whether or not to sanction the subject of the hearing, Pol 402.02 (e).

Police Standards and Training received documentation and information from the Sandown Police Department, that on October 28, 2022, Kevin Collins, of the Rockingham County Sheriff's Office was arrested by the Sandown Police Department for DUI Impairment, a violation of RSA 265-A:2 1(A) a Class B Misdemeanor.

Kevin Collins background in law enforcement employment and certification was summarized by Major Parenteau, as he went through the staff's exhibits in the matter. Major Parenteau followed with exhibits relative to the DUI arrest of Mr. Collins.

Kevin Collins was arrested by the Sandown Police Department on October 28, 2022 for driving under the influence of alcohol.

Kevin Collins was noticed for a hearing for January 26, 2023 to temporarily suspend his certification. Mr. Collins sent a letter to PSTC offering to voluntarily surrender his certification temporarily, until resolution of the matter in court. Council members agreed to accept the voluntary temporary surrender of Kevin Collins certification.

On April 4, 2023, Kevin Collins plead guilty and was found guilty of Negligent Driving RSA 265:79(b), a violation. He was fined \$500.00 and \$120 to the penalty assessment fund and a 30-day driver's license suspension, held in abeyance for 12 months, with good behavior.

Major Parenteau summarized the events of October 28, 2022, for the Council.

Kevin Collins pulled his truck over after seeing that his wife's car had been pulled over by police. (His wife had been stopped for speeding).

Officer Capsalis was on duty for the Sandown Police Department. After speaking with both parties, Officer Capsalis called his agency for assistance, Officer Gallant arrived soon after.

While Kevin Collins was not the subject of the traffic stop, Mr. Collins exhibited an appearance, behavior and an odor of someone that was under the influence of alcohol. Officer Capsalis questioned Mr. Collins about consumption of alcohol that evening.

Kevin Collins announced that he was employed by the Rockingham County Sheriff's Office, had been employed in law enforcement for many years. He questioned if Officer Capsalis was serious about proceeding with an arrest for DUI.

Mr. Collins was arrested by Sandown Police Department and charged with DUI Impairment, a violation of RSA 265-A:2 1(A) a Class B Misdemeanor.

Kevin Collins was sworn in by Chairman Connelly.

He summarized his law enforcement career.

He summarized what had happened the evening of October 28, 2022.

Council members asked Mr. Collins about his demeanor during the interaction with the Sandown officers, whether or not he'd apologized for his behavior that evening and to describe what he had done since he was arrested to prevent this from happening in the future.

Mr. Collins responded that he had been in touch with a doctor and had sat in with a group of officers in need of assistance.

Motion by Judge Countway to grant the reinstatement, she noted that Mr. Collins had surrendered his certification in January, it had been 9 months. The motion was seconded by Chief Hoebeke. Chairman Connelly called for a voice vote, however Attorney Moeser suggested a roll call vote. Chairman Connelly took the roll call vote as follows:

Hanks	No
Cobb	Yes
Hoebeke	Yes
Countway	Yes
Gardner	Yes
Aldenberg	Yes
Pelletier	Abstain
Sullivan	Yes
Stawasz	No

Harrington Yes
Eckstein No
Connelly Abstain

The motion passed with 7 in favor, 3 opposed and two abstentions.

Chief Rourke, , Sheriff Massahos and Mr. Lecius returned to the meeting room.

Consent Calendar

PT&E Requests

John Bates Campton Police Department

(DOH: 09/05/23) Will be granted certification upon successful completion of the medical exam, (done September 1, 2023) 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.

Franklin Daly, North Hampton Police Department

(DOH: 09/19/23) Will be granted certification upon successful completion of the medical exam, (done September 13, 2023).

Michael Dore, NH Liquor Commission (DOH: 08/16/23) Will be granted certification upon successful completion of the medical exam(done July 27, 2023), 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.

Jonathan Galvin, Concord Police Department

(DOH: 08/07/23) Will be granted certification upon successful completion of the medical exam, (done September 1, 2023), 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.

Shannon Hubacher, Laconia Police Department (DOH: 07/31/23) Will be granted certification upon successful completion of the medical exam (done March 30, 2023), 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.

Jake Medica NH Department of Corrections (DOH: 09/08/2023) Will be granted certification upon successful completion of the medical exam, entrance fitness test, firearms qualification, and in-service defensive tactics class; with the stipulation that the officer may only work in the direct presence of a certified Corrections Officer or is stationed at or in a secured post such as a control room and has no direct contact with persons under departmental control, until he has completed the requirements.

Garrett Patten, Allenstown Police Department (DOH: 07/24/23) Will be granted certification upon successful completion of the medical exam (done July 1, 2023, Vision exam August 18, 2023), 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.

Andrew Player, New Hampshire State Police Auxilliary (DOH: 09/22/23) Will be granted certification upon successful completion of the medical exam (done August 16, 2023) 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.

Addendum to Consent Calendar for September 26, 2023 Agenda

Alex Machadd, Meredith Police Department (DOH: 08/21/23) Will be granted certification upon successful completion of the medical exam (done July 12, 2023), 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.

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	193
Dates	June 12, 2023 – September 29, 2023
	194
	July 31, 2023 – November 17, 2023

* 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	283
Dates	TBD

* 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	123
Dates	October 16, 2023 – December 8, 2023

* 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

Kelly McKenney, Manchester Police Department

Ronald Arsenault, New Hampshire Fish & Game Department

End of Consent Calendar

Motion by Commissioner Hanks to approve the Consent Calendar while recusing herself from the Department of Corrections item. The motion was seconded by Chief Hoebeke, the Council's voice vote was unanimous in favor of the motion.

At 11:16 a.m. motion to adjourn the meeting by Chief Hoebeke, seconded by Chief Aldenberg, the Council's voice vote was unanimous in favor of the motion.

October 24, 2023

Respectfully Submitted,


Helen E. Hanks
Vice Chairperson

To: All NHPSTC Council Members
FROM: Director John Scippa
DATE: September 26, 2023
RE: Director's Monthly PSTC Council Report

Bureau of Recruit Training:

1. 193rd Full Time Police Academy graduates September 29, 2023.
2. 194th Full Time Police Academy began on July 31st.
3. 122nd Corrections Academy Graduated September 15th.
4. At the request of DOC, the 123rd Corrections Academy is being postponed until January 2024. Room is made available for DOC to run a civilian class.

Bureau of Professional Development:

1. Court Security Officer Training and Certification program. More planning meetings will be occurring to establish curriculum and schedule.
2. RFPs for In-service Training contracts have been approved by G and C.
3. 30-minute PTSD awareness training is live for online access.

Bureau of Standards and the Conduct Review Committee:

1. Conduct Review Committee (CRC) had its last meeting on September 15th.
2. An offer has been made to a candidate for the part time investigator position. The background will commence.

NH Law Enforcement Accreditation Commission:

1. 9 agencies signed up for the process.

PST Budget:

1. In an effort to accommodate the rolling corrections academy, we have expended some resources to re-purpose the Morton Room to create a 25-person classroom. The equipment we purchased will still allow for reconfiguration of the room for meetings as needed.
2. Capital Projects for Firearms Range and AC replacement projects have begun with engineering proposals. Please see Open Discussion Items in this report.
3. Governor and Council have given final approval for a one year contract with Aladdin Food Services for a modified dining services contract. The modifications include that lunches will be the only meal covered by the contract and that the

price for lunch was increased from 7 dollars per meal to 15 dollars per meal per Aladdin.

Outreach, Education and Legislation:

1. CJ HB 113 that deals with the elimination of the 3-year incumbent fitness testing has been voted ITL by CJ.
2. ED&A HB 130, which proposes to allow retired firefighters the opportunity to work at NH FST and have those hours not count against the retired cap is to be heard shortly. I have testified in support of this bill if they provide the same relief for retired police and corrections officers working at NH PSTC.

Staff and Operations:

1. We are excited to welcome Lt. Chris Sanders as the new part-time LETS assigned to the Bureau of Professional Development and who will be starting Oct 6th. Chris comes to us from the Freemont Police Department where he is a part time lieutenant after his full-time retirement from the Manchester NH Police Department where he was a sergeant, trainer and member of their SWAT team.
2. We have three LETS registered to attend Scenario Instructor Training with Simmunitions in October of this year.
3. We have made an offer to a candidate for the Full time Instructional Designer and their background will commence shortly.
4. We are still looking at candidates for the Full time Program Coordinator to assist with accreditation and active shooter training.
5. A candidate for the Part time LETS position to support CSO training and augment overall academy and in-service training efforts has been given a conditional offer and their background investigation is almost done.

Open Action Items:

1. **Administrative Rules Committee:** Chapters 100 to 400 have been amended and are being prepared for final council review and approval.

Discussion Items:

1. Discussion on two Capital projects that were to be paid for using ARPA funds may be stalled. Major Schultz provides details.