



Chief Anthony J. King  
Chairman

**State of New Hampshire**  
POLICE STANDARDS & TRAINING COUNCIL  
NH LAW ENFORCEMENT ACCREDITATION COMMISSION  
Arthur D. Kehas  
Law Enforcement Training Facility & Campus  
17 Institute Drive, Concord, N.H. 03301-7413  
603-271-2133 - Fax: 603-271-1785  
TDD Access: Relay NH 1-800-735-2964



John V. Scippa  
Director

**Public Minutes**

**NH Law Enforcement Accreditation Commission Meeting**

**February 06, 2024**

NH Police Standard & Training  
Arthur D. Kehas Law Enforcement Training Facility and Campus  
17 Institute Drive  
Concord, NH 03301  
&  
Zoom

<https://us02web.zoom.us/j/83515401045?pwd=Z3VSRXV2Y2I4TE90VXBHZUM3bzNqQT09>

**1. Call to Order and Roll Call:** At 1:00pm Chairman Chairman King called the meeting to order.

- Committee Chair: Chief Anthony King Stratham Police Department – present, in person
- Committee Vice Chair: Chief (Ret.) Ron Ace – present, in person
- Secretary: Chief Mark Chase Center Harbor Police Department – present, in person
- Commission member: Sheriff Eli Rivera Cheshire County – present, in person
- Commission member: Chief Joseph Hoebeke Hollis Police Department – present, in person
- Commission member: Director John Scippa NH Police Standards & Training – present, in person
- PST Designee: Captain Adam Hawkins NH Police Standards & Training – present, in person
- Commission member: Senator Sharon Carson NH Senate present – absent
- Commission member: Representative Terry Roy NH Representative – present, in person
- Commission member: Dr. Jeffrey Czarnek SNHU present– absent
- Commission member: Attorney General John Formella NHDOJ – absent
- DOJ Designee: Senior Assistant Attorney General Matthew Broadhead – absent
- Staff Present: Dara May PST (Program Assistant II) – present, in person  
Attorney Stacie Moeser PST (Board Counsel) – present, in person  
Max Schultz PST (Major) – present, in person
  
- Public Present: Sean O’Leary Dirigo Safety, LLC – present, in person  
Susan Paschell Dupont Group / The Innocence Project – present, in person  
Laurie Roberts The Innocence Project – present, in person  
Cynthia Mousseau The Innocence Project – present, in person  
Keri Wareing Portsmouth Police Department / NNEPAC – present, Zoom



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- 2. Acceptance of Public Meeting Minutes:** Motion to accept the January 08, 2024, draft meeting minutes, with the amendment of changing the month to January, by Chief (ret.) Ace and seconded by Chief Hoebeke. All in favor, except for Chief Chase, who abstained from voting. A rollcall vote was cast, and the motion passed.
- 3. Acceptance of Nonpublic Meeting Minutes:** Motioned to accept the January 08, 2024, nonpublic minutes by Sheriff Rivera seconded by Chief (ret.) Ace. All in favor, except for Chief Chase, who abstained from voting. A rollcall vote was cast, and the motion passed.
- 4. Public Comment Presentations:** Susan Paschell introduced Laurie Roberts and Cynthia Mousseau from the Innocence Project. They spoke regarding Senate Bill 80, which requires the recording of custodial interrogations. Senate Bill 80 is currently law or in practice in 30 states, including Maine, Vermont, Connecticut, and Massachusetts. Senate Bill 80 is currently in interim study in the Senate. The Commission thanked Laurie and Cynthia for their presentation.
- 5. Financial Update:** See attached document. Major Schultz spoke regarding the budget and 2021 COPS grant. The 2021 COPS grant funds were put into a purchase order. The money expended from July 1 to August 31 was \$8,640. This was paid with general funds as opposed to the money from the grant. This error was from administrative services extracting funds from the wrong account. Chief King asked what the total funds available are. Director Scippa stated an accurate estimation of funds will not be available until the RFP is completed. The vendor inquiry period for the RFP ends on February 09, 2024. The responses to the vendor inquiries is February 13, 2024. All proposals are due on March 01, 2024. Interviews and presentations will be conducted around March 04, 2024, with notification of selection being March 15, 2024. The RFP was initially submitted on January 22, 2024. Director Scippa stated that Captain Hawkins is the sole point of contact for the RFP process.

Chief King asked about enrollment paperwork, specifically regarding the prorating of applications. Major Schultz stated that prorating may be very difficult, as New Hampshire Police Standards and Training does very few accounts receivable. Major Schultz will research if it's possible for there to be a reoccurring bill for each agency, as opposed to all at once. Tabled until the next meeting.

Major Schultz departed the meeting.

- 6. Applications Update:** Stratham Police Department and Portsmouth Police Department have submitted applications. Motion by Chief Hoebeke to accept the applications of Stratham Police Department and Portsmouth Police Department, seconded by Director Scippa. All in favor except. Chief King abstained from voting on the Stratham Police Department application. The Stratham Police Department's application has been signed by Chief (ret.) Ace. Director Scippa stated approval letters will be sent out to both agencies.



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- 7. PSTC Update:** There is one applicant for the training specialist position that will work to support the commission and work to ensure that Police Standards and Training becomes accredited. The advertising for the position has been posted on social media.

Attorney Moeser provided the slides and background information regarding the COPS presentation.

Captain Hawkins stated the new website is in the process with the Department of Information Technology (DOIT).

- 8. Program Update:** Chief King advised a new program brochure was created. The assessor position application has been posted to Benchmark, the New Hampshire Chiefs of Police Association, and to the Northern New England Police Accreditation Commission. There are currently thirteen applicants, all with varying levels of experience. The training and orientation of assessors will be led by Amy Reynolds from PowerDMS. The Program Manager will approve the applicants who will attend the training, and the Commission will have final approval on who is appointed as an assessor. Chief King will send the list of assessor applicants to Amy.

Lexipol and the Daigle Law Group provide training for community accreditation managers, which may be beneficial for agency accreditation managers.

Captain Hawkins stated that Amy Reynolds will update the standards in PowerDMS when the Commission approves changes. In addition, if the program manager position is vacant, PowerDMS will update the pdf manual.

Chief King provided a glossary of terms related to the program. Chief King asked the Commission to review the terms and be ready for discussion at the next meeting.

Chief King and Chief Hoebeke conducted an onsite walkthrough of the Merrimack Police Department. East Kingston Police Department has inquired about a site visit. Gilford Police Department and Boscawen Police Department both inquired about the program.

Chief King proposed a formal accreditation agreement, a document that outlines the expectations of agencies, of the commission, and of the program manager. The document would be signed by the parties and act as a contractual agreement. Sean O'Leary from Dirigo Safety stated that Maine has a current contract, and he will email an example to Chief King. Attorney Moeser inquired to Sean O'Leary about what would happen if a part violated the agreement. Sean O'Leary stated that the contract is used more as a premise. Chief King thanked Sean O'Leary for the information.

- 9. Standards Subcommittee Reports:** Motion by Chief (ret.) Ace, seconded by Sheriff Rivera to amend Standard 1.1.12 Compliance with NHPSTC Standards/Rules and Regulations to read, "The Agency shall comply with all applicable NHPSTC Standards/Rules and Regulations. GUIDANCE: To show compliance regarding NHPSTC standards/rules and regulations, the prescribed annual affidavit will suffice submitted by the agency. NHPSTC is responsible for assessments of extenuating



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circumstances or otherwise that may impact interpretation of compliance." A rollcall vote was cast, and the motion passed unanimously.

- 10. Old Business:** Discussion on how to compensate Mike French's estate. The uncashed check from August 2023 was in Mike French's name. Director Scippa stated that Chief Sullivan will speak to Mike French's wife to obtain a letter that states that Mike French's wife is the executor.

Mike French's wife found one unsubmitted invoice from September 2023 that is outside the contractual period, which will be treated as a claim from the state. Once Police Standards and Training receives the claim letter, the funds will be issued.

- 11. New Business:** None.

**Meeting Schedule / Next Meeting:**

The second meeting of the Standards Subcommittee will be held at:

NH Police Standards & Training  
Arthur D. Kehas Law Enforcement Training Facility and Campus  
17 Institute Drive  
Concord, NH 03301

March, 5 2024, at 12:00pm  
By Zoom

<https://us02web.zoom.us/j/83515401045?pwd=Z3VSRXV2Y2I4TE90VXBHZUM3bzNqQT09>

The next Commission meeting will be held at:

NH Police Standards & Training  
Arthur D. Kehas Law Enforcement Training Facility and Campus  
17 Institute Drive  
Concord, NH 03301

March 5, 2024, at 1:00pm  
By Zoom

<https://us02web.zoom.us/j/83515401045?pwd=Z3VSRXV2Y2I4TE90VXBHZUM3bzNqQT09>

- 12. Adjournment:** Motion by Chief Hoebeke seconded by Chief Ace to adjourn at 2:31 p.m. All in favor, and the motion passed unanimously.

Respectfully submitted,

Chief Mark C. Chase



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# State of New Hampshire

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### STATEMENT OF APPROPRIATIONS

01/201 Data 02/01/24  
Time 05:50

Statement of Appropriations by Office

Fiscal Year 2024

Periods From 1 to 7  
Period Beg 07/01/23 End 01/31/24

Page 1

Company 0010 General Fund  
Agency 087 POLICE STDS & TRAINING COUNCIL  
Organization 3515 LAW ENFORCEMENT ACCREDITATION

DIV/DIV 8705 ADMIN & STANDARDS  
Sub-Org  
Acct Unit 3515LEA

Class	Appropriation	Est Revenue	Expenditures	Revenue	Encumbrances	Transfers	Lapsed	Bal Fwd	Available	Rate
009 AGENCY INCOME	0.00	0.00	0.00	30,416.67	0.00	0.00	0.00	0.00	30,416.67	0.00
000 FED REV XFRS FR OTU AGENC	0.00	0.00	0.00	0.00	0.00	0.00	0.00	65,500.00-	65,500.00-	0.00
070 CURRENT EXPENSES	2,000.00	0.00	963.38-	0.00	0.00	0.00	0.00	2,000.00	3,036.62	.54
040 INDIRECT COSTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,500.00	1,500.00	0.00
046 CONSULTANTS	71,000.00	0.00	7,677.44-	0.00	50,776.36-	0.00	0.00	60,000.00	72,546.70	.44
070 IN STATE TRAVEL REIMBURSEME	2,000.00	0.00	0.00	0.00	0.00	0.00	0.00	2,000.00	4,000.00	0.00
**Organization**	75,000.00	0.00	8,640.82-	30,416.67	50,776.36-	0.00	0.00	0.00	45,999.49	