



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

March 05, 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 1:03pm 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 – absent
Commission member: Representative Terry Roy NH Representative – absent
Commission member: Dr. Jeffrey Czarnek SNHU present – present, in person
Commission member: Attorney General John Formella NHDOJ – absent
DOJ Designee: Senior Assistant Attorney General Matthew Broadhead – present, in person, arrived at 1:04pm
Staff Present: Dara May PST (Program Assistant II) – present, in person
Attorney Stacie Moeser PST (Board Counsel) – present, in person
Jessica Nichols PST (Business Administrator) – present, in person
Public Present: Keri Wareing – Portsmouth Police Department / NNEPAC – present, in person



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- 2. Acceptance of Public Meeting Minutes:** Motion to accept the February 06, 2024, draft meeting minutes by Chief Hoebeke and seconded by Chief (ret.) Ace. A rollcall vote was cast, and the motion passed unanimously.
- 3. Public Comment Presentations:** Keri Wareing updated the Commission on the monthly NNEPAC meeting that occurred on March 08, 2024. Keri advised that during this meeting, they reviewed how to use PowerDMS. Five members of the NNEPAC assisted the Bow Police Department in conducting a mock assessment to prepare for a future NHLEAC assessment. The assessment ended after a few standards. The positives of this assessment were that there was great communication with PowerDMS. Chief King inquired if there was difficulty in following the New Hampshire Standards. Keri reports that the standards were easy to follow.
- 4. Financial Update:** None.
- 5. Applications Update:**
- 6. PSTC Update:** Director Scippa reported that PST has received two responses for the Program Manager RFP. The next step is for the responses to be rated by a scoring committee. The scoring committee will be composed of members of the Commission and members of Police Standards and Training. The scoring committee will meet directly after the meeting and rate the two responses.

Director Scippa also reported that there are four applicants for the in-house accreditation position. The in-house accreditation position will work half in support of the commission, and half in support of obtaining Police Standards and Training's Accreditation. The four applicants will be interviewed on March 11, 2024.

Director Scippa also presented three new applications and checks from the Gilford, Newmarket, and Plaistow Police Departments. The Gilford Police Department and the Plaistow Police Department submitted checks that contained the full amount, respectively, while the Newmarket Police Department prorated the check. Business Administrator Jessica Nichols explained that she is required to deposit checks the day they are received. Prorating complicates matters due to the date they are received and the date the Commission approves the application are not the same date. Jessica further explained billing an agency on an annual basis is easier, and she recommended to the Commission no longer prorating applications. The Commission agreed to modify the application to remove the prorating language, and remove the "July 2023 line" and change to "fy2023 annual fee" to "annual fee."

Motion by Senior Assistant Attorney Broadhead to accept the Plaistow Police Department and Gilford Police Department applications, seconded by Sheriff Rivera. A rollcall vote was cast, and the motion passed unanimously.



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Motion by Senior Assistant Attorney Broadhead to conditionally accept Newmarket's application, with the caveat they are prorated for the remainder of this year but will receive a credit once the billing is up / using the prorated date as their anniversary date, seconded by Chief Hoebeke. A rollcall vote was cast, and the motion passed unanimously.

There are 17 total applications. Attorney Broadhead asked for the number of officers who work for agencies in the state accreditation program. The Director advised that this could be prepared for a future meeting.

Jessica also updated the Commission regarding the status of the last payment of Chief French's estate. This was communicated on February 22, 2024. Jessica has not received notification from Chief French's estate since the email she sent out of the uncashed check. In addition, there has not been a request from Chief French's estate on the remaining balance owed to him. Executive Director Pat Sullivan will be contacted as he has been working closely with Chief French's family to assist in the process.

- 7. Program Update:** Chief King reported that he continues to speak and meet with numerous agencies who are preparing to enroll in the program. Chief King has been working with PowerDMS for the assessor training, which covers what an assessor is, and what the program does. There are two 1-hour sessions. There are an estimated 60-70 users registered for this training, which will be conducted on March 6, 2024 and March 13, 2024 remotely.

Chief King also received an inquiry from the New Hampshire State Police Accreditation Manager, Kate Draigo, regarding whether the New Hampshire State Police would be required to comply with the detention standard. The Accreditation Manager of the New Hampshire State Police stated the New Hampshire State Police utilize local police departments for processing their arrests. The Commission was in agreement that the standard would not be waived for the New Hampshire State Police, as they can create a list of local departments that they are authorized to use for booking similar to the Liquor Commission's ability to meet the standard. Senior Assistant Attorney General Broadhead abstained from this discussion.

- 8. Standards Subcommittee Reports:** Discussion on the definition of "sworn" vs "unsworn." For accreditation standards, the subcommittee recommended for the term "sworn" to refer to sworn law enforcement officers/deputies certified by the New Hampshire Police Standards and Training Council. Sworn personnel/deputies not meeting this criteria shall be treated, for accreditation purposes, as civilian personnel.

There was also discussion on the Commission's compliance with the mandatory US Department of Justice standards. To ensure compliance, the subcommittee recommended modifications to standards 3.3.2 Annual Evaluations, 3.3.3 Employee Consultation, and 3.3.4 Recruitment Plan. Specifically:



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3.3.2 Annual Evaluations: Using the state requirements, add “officers or deputies in assessment of adherence to the agency policies shall be addressed.” Also add: “For supervisors, an assessment of effectiveness in addressing misconduct by officers/deputies they supervise shall addressed.”

3.3.3 Employee Consultation: Amend the guidance section of the standard to include, “A strategy shall be developed that encourages mentorship, promotes retention, and provides leadership development opportunities.”

3.3.4 Recruitment Plan: Add the sentence, “A desired goal will be to recruit persons who live in or are from the community being served.”

The Commission will review the glossary of program terms and further discuss the Subcommittee’s modifications to the above standards at the next meeting.

9. Old Business: None.

10. 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

April 2, 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
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Concord, NH 03301

April 2, 2024, at 1:00pm
By Zoom

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

11. Adjournment: Motion to adjourn by Chief (ret.) Ace and seconded by Chief Hoebeke at 2:04 p.m.



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Respectfully submitted,

Chief Mark C. Chase