**MAINE FIRE PROTECTION SERVICES COMMISSION**

**MEETING MINUTES**

**Monday, September 13, 2021**

**Via ZOOM**

***(Not Approved, Draft Copy Only)***

 Chief Dan Brooks called the Maine Fire Protection Services Commission to order at 8:06 a.m. via ZOOM. Fire Commission members present for today’s meeting included Stephan Bunker, Senator Chip Curry, Gerry Gay, James Graves, Ron Green,Vicki Schmidt, Charles Soltan, Representative Timothy Theriault, Chief Michael Thurlow, Chief Larry Willis (RET) and Susan M. Pinette (staff). Members unable to attend the meeting were Senator Scott Cyrway, Deputy Chief (RET) Kenneth Desmond, Matt Gomes, Steven Greeley, Chief Joseph Guyotte, Chief Thomas Higgins, Sam Hurley, Representative Grayson Lookner, Harty Norris, Peter Rogers, Chief Joseph Thomas and Representative Bruce White. Guests joining today’s Fire Commission meeting were Chief William Gillespie of the Liberty Fire Department; Chief Roger Hooper, York County Fire Administrator; and Chief William St. Michel, Executive Director of the Maine Fire Chiefs’ Association.

 The Maine Fire Protection Services Commission regrets to announce the passing of former Fire Commission member Peter Rines of Wiscassett. Peter served on the Fire Commission while a member of the Maine House of Representatives. Peter continued to stay involved with the Fire Commission when he became a fire service instructor in the late 1990s. He will always be remembered fondly for his smile and good humor and will be sadly missed by Fire Commission members.

 The Maine Fire Protection Services Commission was saddened to learn of the recent death of Westbrook firefighter Sawyer Coleman. Sawyer was a 13 year veteran of the Westbrook Fire Department and a paramedic with PACE Ambulance of Norway.

***A motion by Larry Willis, seconded by Charles Soltan, that the Maine Fire Protection Services Commission approve the meeting minutes of January 2021, February 2021, March 2021, April 2021, May 2021, June 2021 and August 2021 as written.*** The motion passed unanimously. (The Fire Commission did not meet in July 2021)

Committee Reports and Old Business

 The Best Practices Committee distributed a new Best Practices nomination to Fire Commission members. The new nomination is for York County Emergency Management Agency and the York County Chiefs Association for their development of a standing Incident Management Team (IMT). An ITM “significantly contributed to the readiness of public safety agencies” in York County stated the nomination form.

 ***A motion by Stephan Bunker, seconded by Representative Theriault to accept the nomination of York County Emergency Management Agency and the York County Chiefs Association for a Best Practice recognition.*** The motion passed unanimously.

 The Bylaws Committee is working on draft language that would address remote Fire Commission meetings. Committee members plan to distribute this draft prior to the October meeting.

 The Education and Training Strategy Committee did not have a report this month.

 The Professional Development Committee (formally known as the Spring Conference Committee) reported that the conference at Sunday River in August was well attended despite the change of date. Participant and vendor feedback was positive and it was suggested that the conference be moved permanently to August. Contract negotiations continue with Sunday River.

 The Recruitment and Retention Committee led a discussion with members on the difficulties of recruiting people during a pandemic. Members had many suggestions and decided to work with the Staffing Committee on these issues.

 The Wildland Committee did not have a report this month because the Chair is fighting forest fires in the western United States. Members briefly discussed dry hydrants and agreed to discuss at a later meeting.

 The Treasurer’s Report noted no changes since the August report.

New Business and News from Members

The LOSAP Board reported on a meeting with Penflex last month. An RFP (request for proposals) to hire a company that would represent the LOSAP Board will be going out soon.

Fire Commission members learned that due to COVID restrictions the Maine Legislature is not taking reservations for events in the Hall of Flags. This policy may change later this year or early next year. Members asked how this would affect the Legislative Breakfast and Maine Fire Service Day at the State House. Members also asked if the Fire Commission would still produce and distribute a position paper in 2022.

Fire Commission members learned that the Southern Maine Community College/Maine Fire Service Institute Advisory Committee has a vacancy for the position of Maine Fire Protection Services Commission (State Representative). Senator Chip Curry has graciously agreed to serve on the Advisory Board.

Fire Commission members agreed to meet remotely on Monday, October 4th at 10:00am.

*The Maine Fire Protection Services Commission members respectfully requested that today’s meeting be adjourned in honor of Peter Rines and Sawyer Coleman. May they always rest in peace.*

 With no further business to come before the Maine Fire Protection Services Commission, Chair Brooks adjourned the meeting at 11:09 a.m.

Respectfully submitted,

Susan M. Pinette