



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

October 11, 2023

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 1:01pm Committee Chair Chief 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 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
person
Commission member: Senator Sharon Carson NH Senate present – in person
Commission member: Representative Terry Roy NH Representative present – in person
Commission member: Dr. Jeffrey Czarneck SNHU present – in person
Commission member: Attorney General John Formella NHDOJ – Absent
DOJ Designee: Associate Attorney General Matthew Broadhead NHDOJ present – in person
person
Staff Present: Chief (Ret). Michael French Program Director present - in person
Dara May PST (Program Assistant) present – in person
Attorney Stacie Moeser PST (Board Counsel) present - in person
Public Present: Chief (Ret). David Ferland Dirigo Safety – in person
Chief (Ret). Shawn O’Leary Dirigo Safety – in person
Chief Donald Babbin Ossipee Police Department – in person
Chief Kevin Walsh Rye Police Department via zoom



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- 2. Acceptance of Public Meeting Minutes:** A motion was made to accept the July 31, 2023 minutes by Representative Roy and seconded by Chief Hoebeke. The motion passed unanimously. There was no meeting on September 6th, 2023, due to a lack of quorum.

- 3. PSTC Update:** Director Scippa reported the need to define the roles of the Commission and Program Manager, and administrative attachment to PST. After discussion, a motion was made by Senior Assistant Attorney General Broadhead and seconded by Chief Hoebeke to create a subcommittee to draft an MOU for this purpose. The motion passed unanimously. Chief King then appointed the following members to the subcommittee: Director Scippa or his designee Captain Hawkins, Representative Roy, Chief Hoebeke, Chief Chase, and Chief King. Director Scippa and Attorney Moeser also reported that the assessors cannot presently be per diem or part-time employees, therefore volunteers would be pursued at this point. There is no update regarding the federal grant, but it is anticipated that an update will be known in the near future. There are approximately \$26,000.00 of unencumbered funds in the budget. There will be a Basic Accreditation training at PSTC on October 31st, 2023 at 8:30 am. The training will cover the History of NH Law Enforcement Commission Program, Steps in the Process, Elements of Standards, building compliance files, and utilizing PowerDMS to access the Standards. The training will be presented by Program Manager French and members of the Northern New England Police Accreditation Coalition (NNEPAC). Program Manager French will also have a table set up at the NH Chiefs of Police Conference in December. There was discussion on the procurement needs for each of the events. At the request of Program Manager French, a motion was made by Director Scippa and seconded by Chief Hoebeke to allow up to \$750.00 for refreshments for the October 31st training. The motion passed unanimously. Director Scippa will provide Program Director French a copy of purchase order form which he will submit with his requests for both events.

At 1:43 Representative Roy left the meeting for another commitment.

- 4. Program Manager Update:** Program Manager French reviewed his previously submitted written report and explained that the October 31st training will differ than those provided at the NNEPAC Conference and the NH Chiefs Trade Show. It is anticipated that the training will take approximately a half day. Program Manager French also continues to meet with PowerDMS to determine what the cost adjustment will be for those who are currently CALEA agencies and are utilizing the software. There was discussion regarding the need for initial site visits and it was determined that these were due to the standards that involve property rooms and temporary holding areas. Sheriff Rivera explained how sheriffs' departments have different levels of administrative functions from local police departments and inquired how the standards would be applied to those who are sworn in strictly for process services. Program Manager French requested standards review subcommittee be established to look at that issue. A motion was made by Dr. Czarneck and seconded by Chief Hoebeke to establish the subcommittee. The motion passed unanimously, and Chief King appointed Chief (Ret.) Ace, Dr. Czarneck and Sheriff Rivera to serve on this subcommittee.



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5. **(NONPUBLIC SESSION)** Pursuant to RSA 91-A:3, ii (a) these matters may be heard in a nonpublic session. At 2:05pm a motion was made Chief Hoebeke and seconded by Senator Carson to go into a nonpublic session. A rollcall vote was cast, and the motion passed unanimously. At 2:35 pm, a motion was made by Chief Hoebeke and seconded by Director Scippa to return to public session and to seal the minutes of the nonpublic session. A rollcall vote was cast, and the motion passed unanimously.

6. **Old Business:** A motion was made by Director Scippa and seconded by Sheriff Rivera to approve Dirigio Safety, LLC request to use the NH State Accreditation logo with the wording "Committed to NH Police Standards" under the logo. The motion passed unanimously. Captain Hawkins reported that the new website should be up around the 1st of the year. Program Manager French will also create a business email account since he cannot be on the state's email system as private contractor. There will also be a meeting with Primex tomorrow to continue the discussion of what they may offer to communities who obtain NH Accreditation.

7. **New Business:** A motion was made by Associate Attorney General Broadhead and seconded by Senator Carson to authorize the chair to negotiate the terms of a 1-year retroactive extension of the existing contract with the current consultant, and to issue an RFQ to solicit quotations from private parties within the next 8 months. The motion passed unanimously.

At 2:40 pm Senior Assistant Attorney General Broadhead left the meeting for another commitment.

8. **Public Input:** Chief (Ret). Ferland spoke about concerns over NH making the same mistakes that Maine made from 2016-2018. He questioned why NNEPAC was being allowed to be part of the training on October 31st and Dirigo was not aware of or considered. Chief Ferland also questioned low enrollment and how money was being appropriated and stated "that something doesn't smell right." Director Scippa offered to show Chief Ferland all the financial records but Chief Ferland declined, and Chief King explained that NNEPAC is not vendor. Chief O'Leary wanted to ensure that Dirigo wants to provide any assistance to make the program successful and it is not their business model to make money off assisting. Dirigo charges departments a fee to assist with policy development and accreditation management.

At 3:13 Chief Hoebeke left the meeting for another commitment.

9. **Meeting schedule / next meeting:** The next meeting will be held at:

NH Police Standards & Training
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17 Institute Drive
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November 1, 2023 at 1:00 pm
By Zoom

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

Adjournment: The meeting disbanded at 3:18 pm.

Respectfully submitted,

Chief Mark C. Chase