

**FIRE COMMISSION MEETING
APRIL 13, 2011**

WELCOME TO FIRE COMMISSIONER LAURIE BASS (DISTRICT 1)

**INTRODUCTION OF 40TH FIRE FIGHTER RECRUIT CLASS, WHO
BEGAN ON APRIL 1ST.**

Budget:

FY 2011/12 Budget

Presented our budget to Council on Monday, March 28. Everything went fairly smooth. We were given opportunity to submit budget amendments to Finance that will be incorporated into budget. Mayor's final budget is due to Council on May 5. Council has expressed concerned on deferral of GASBE, payroll lag and cancelling of the furloughs. Two resolutions adopted by Council to continue furloughs and impose salary reduction for police and fire. HGEA agreed to 5% pay reduction that needs to be ratified by members. Negotiations ongoing with Unit 11 (HFFA).

We are only department that is getting an increase to our budget—received an HR clerk from Mayor's office (position transferred) and received lease purchase funding for 2 months of lease payment for 2 replacement apparatus.

During our presentation to Council, we tried to emphasize the cost effectiveness of our department in comparison with state.

Alternative Funding and Grants:

- FEMA FY 2009 Assistance to Fire Fighters Grant: (254 turn out coats and 251 pants). All PPE purchased through this grant has been distributed to both Emergency Operations and Volunteer personnel. Because costs came in lower than anticipated, we have grant funding overage of about \$27,000. Had teleconference call with FEMA to go over details of use of excess funds. Will submit grant amendment to use \$5,000 to purchase additional PPEs, and working with Prevention Bureau on smoke detection installation program for seniors, as well as portable fire extinguisher training prop purchase.

- FY 2009 Assistance to Fire Fighters Fire Station Construction (Makalei). Held teleconference meeting with FEMA last week; we are moving forward with process by which we will draw down funds. Waiting on execution of contract; contractor already awarded bid. Close to getting off the ground. Important to work with FEMA to draw down funds. \$7M project. FEMA goal not to return money, but we need to draw down/spend funds in accordance with their guidelines.
- FY 2010 Assistance to Fire Fighters SAFER (Staffing for Adequate Fire & Emergency Response). On March 18, 2011, we received grant award notification for Volunteer Retention Grant for \$100,000. This grant will fund marketing program costs to recruit new volunteers, as well as travel costs for professional development and higher education participation for volunteers. (Fire Academy).
- FY 2010 CDBG – Tanker/Tender – Pahala Fire. Manufacturer still waiting for chassis to come from Peter Built. Once received, should take 3 weeks to build vehicle. Everything on target. Working with Fiscal to purchase equipment.
- FY 2011 CDBG – Fire Apparatus – Pahoehoe Fire. Council gave initial approval to the Housing agency's CDBG package on April 5. The measure will be heard before full Council on April 20. Applied for \$600,000; if don't get full amount, working with Councilmember Blas for balance utilizing Puna Geothermal funds.
- FY 2010 DOT Highway Safety Grant: Still awaiting formal notification on use of funds (\$24,000 for vehicle extrication training).

Capital Improvement Projects:

- **Makalei Fire Station:** Project is moving forward. One small issue arose with State Highway (permitting), but should not delay project's timelines.
- **Administration & Support Facility:** No new updates.
- **Central Fire Station:** No new updates.

- **Kawailani Fire Station:** Letters sent to Keone Street property owners to formally notify them that we will not consider the use of their parcel for our fire station relocation. Working with our County's property manager to negotiate deal with State for corner lot at Ainaola/Komohana intersection.
- **Ka'u Public Safety Package:** Still working with DWS on hydrant well. Continuing to work with BC Kosaki on lifeguard tower. Garages did not go out for bid yet; waiting on Public Works.
- **Paauilo:** No new updates.
- **DPW ADA Compliance, HazMat Abatement:**
Laupahoe – no changes, awaiting installation of “missile” impact windows. Windows came in.

Honokaa – completed

Waimea – 75% completed. Installation of “missile” impact windows have begun – removed upper sections only. Two (2) interior doors need to be installed – unknown start date. Photovoltaic system not completed.

North Kohala – Completed - Installation of lamp post for ADA ramp and signage complete. Some other minor items still exist.

- **Pohoiki Radio Re-Location:** Trying to get the antennas installed on the tower. From there will transfer use and get off site and use Puna Geothermal.

Promotions and Hiring:

Open-Competitive Recruitments:

- 40th Fire Fighter Recruit Class of 17 Fire Fighter Recruits started on April 1, 2011.

Internal Recruitments:

- Fire Radio Dispatcher III and Fire Emergency Medical Services Specialist III opened on March 25 and closed on April 4. After time allowed for mail ins, applications will be screened and qualified applicants will be notified of assessment details.
- Requests to Fill have been approved for Capt., FEO, FRS, FHMS and Water Safety Officer. Announcements are being prepared and recruitments are forthcoming. Inform personnel to be prepared.
- Welcome aboard Jean Viernes, Human Resources Assistant

Emergency Operations Bureau

- Completed Aerial Apparatus Training conducted by FDNY Ladder Company LT. Mike Wilbur. Personnel were trained on the proper operations of the Departments Aerial Tower.
- Engine 4, Kaumana, underwent repair of Emissions system resulting in substantial improvement in reducing the amount of exhaust emissions.
- Operations Division Hazardous Materials Companies and Fire Companies participated in a joint Hazardous Materials training exercise with the Hawaii Army National Guard's 93rd CST, Civil Defense, and Hawaii Police Department during the week of March 28th to April 1st.
- Rescue Company 2 conducted Dive Operations Training in East Hawaii.
- Honoka'a "A" Platoon participated in the "Read to Me" Program at the Honoka'a Elementary School.
- CPR Instructors are currently updating to the new CPR/AED guidelines for Basic Life Support Instructors. CPR Instructors are participating in a on-line, self-paced, update course.

Special Operations:

Hazmat:

- Currently doing checks on all of the equipment to identify any monitors or equipment that may need to be repaired or replaced. Created a spreadsheet for the stations to assist with ease of tracking
- Sent in Hazmat ID for repair and awaiting approval for repair costs
- Suits sent in for warranty repair was returned and repaired and cal gas for equipment maintenance came in and sent to the respective stations.
- We are addressing the scheduling and timely ordering of our equipment supplies as well as tracking our equipment repair.
- Canberras sent out for repair for sta. 4 and 21 and awaiting return
- Working on SOPs with the captains for finalization of draft to be submitted.
- Baseline medical screening proposal sent in for approval for all of our hazmat personnel
- CST drill held in Hilo and Kona on March 28 through April 1. Working with the captains and BCs on some of the CST recommendations.
- Tingley flash protection boots were ordered but the wrong ones came in. Contacted the vendor and will be correcting the problem.

Rescue:

- The HFD Aquatics program has been initiated and the instructor classes have been completed. Beginning implementation of the program and manuals will be sent to all stations.
- Currently signing up clients that are on the waiting list for Project Lifesaver. Working with the HCOA to promote the program in the community. Did a presentation for Maui County on March 3, 2011 regarding their implementation.
- RB2 motor gear box was repaired and is now back in service

- The current RB-7 is being evaluated to minimize any damage due to design flaws.
- RB7 went in for service and had to repair the impeller.
- C-1 chin bubble will be modified to prevent damage when carrying dive gear.
- Some equipment funded by the Sayre foundation will soon be purchased. Working with Laura Mallery-Sayre on these purchases.
- Completed an annual rescue training program to identify the core requirements of the program. This identified both on and off duty training. Revised the training schedule based on the consultation with the rescue captains, F-1, and AC-1 and is awaiting approval for implementation.
- Rescue companies will continue to conduct drills with requests routed through the proper channels. Some of these drills will be done on duty with Co. 21 covering district 7.
- Working on the equipment list for all of the rescue personnel regarding what should be assigned to the position and personal gear. A spreadsheet was developed to ease the tracking of all rescue equipment.

Ocean Safety:

- We are currently working toward the erecting of the Punaluu tower and getting the necessary permits Bill Brillhante. The location of the tower needed to be changed. We may be getting a parcel of land from Mr. Dahlberg to erect our tower. Awaiting the approval to obtain the parcel through a letter submitted to F-1.
- Put in a request for new surveyor towers for the north end of Hapuna overlooking the beach fronting the Hapuna Prince Hotel and for Punalu'u beach. Hapuna Surveyor tower has been approved and is working on the necessary permits.

- Position number 4638 has been approved to fill and will be filling the position with WSO Mills effective May 1, 2011.
- WSO Foster is still working on light duty with Capt. Stelfox at the KCAC. She has been very instrumental in completing the beach logs on the all battalions folder. Her current PMD note carries her through August 1, 2011.
- Pending reprimands for Captain Kapsky and WSO Alvarez. Submitted recommendation to F-1.
- Request to fill for the 3 temp positions in east Hawaii has been approved and is awaiting instructions on how to proceed.
- Submitted letter to HGEA regarding a change in the WSO uniform allowance.
- Increased the surf fin allowance to \$70 to be consistent with the allowance for our rescue personnel.
- Shadowing of Captains continuing. Kapsky on March 9 and Stelfox on March 24.
- WSO Bruton is on special duty beginning April 5 pending the investigation on misconduct.

Support Services Division

EMS Bureau:

- On March 2nd, BC Uchida attended the Physicians Orders for Life Sustaining Treatments (POLST) refresher training with Hospice of Hilo.
- BC Uchida attended Multi-D Trauma meeting at Kona Hospital. Problems with the medicom were reported and passed on to the State. This issue was resolved the next day.
- Delivered two new medics to their stations, Medic-14 (South Kohala) and Medic-11 (Naalehu) on March 4th.

- On March 6th, another MICT student successfully passed the National Registry skills testing on Oahu and is currently awaiting receipt of permanent licensure.
- BC Uchida facilitated an MICT Prerequisite meeting with HFD personnel and Kapiolani Community College on March 9th. The on-line Anatomy Physiology curriculum and dry lab were discussed. Twenty three HFD personnel attended expressing interest in the on-line program.
- BC Uchida participated in information sharing with the East Hawaii Perinatal Consortium of our Department's capabilities in dealing with OB emergencies. The presentation was done at Hilo Medical Center on March 24th and the feedback from the participants was very positive.
- EMS Bureau participated in two separate Civil Defense training exercises on March 28th.
- Medic units participating with Hilo Medical Center's STEMI activation protocol all had their EKG units upgraded and are now able to transmit 12 lead EKG's done in the field to Hilo Medical Center. So far, four field activations were done, resulting positive patient outcomes.

Training Bureau:

- 40th FFR class getting instructions to Fire Department, completed their first chapter of FF1 curriculum, and obtaining first responder training.

Volunteer Training Section

- Kona Village Volunteer Company: Captain Desa went to Kona Village today to collect turnouts; haven't decided who they will keep at this time. Need to discuss long term solution. Kona Village still available but presently reorganizing.

Prevention Bureau

- Prevention Bureau will take the lead on a fire extinguisher collection project to ensure fire extinguishers are properly disposed of by providing the public with a convenient method of disposal (fire stations will be collection/drop off sites).

Auxiliary Services:

Communication:

- 3/03: Received training in the use and assembling of the TRIC package from Charles Wassman at the Civil Defense Warehouse.
- 3/07: FASO, AC-2, FCS, met with Tammy Antonio of the Countys Drafting Department, and Dawn Esser of Big Island Physical Therapy to review our dispatch furniture needs.
- 3/10: Relocated our Fire Dispatch to Civil Defense EOC and relocated dispatch center back to Fire Dispatch because of tsunami in Japan. Warehouse personnel relocated important fire department equipment and records and records keeping systems in safe location
- 3/20 – 3/22: Fire Dispatch attended Pictometry Map Training Class at HPD.
- 3/22: FASO attended Radio Up Grade Committee Meeting. At the meeting covered following subjects

Distribution Center:

- 3/03 – 3/10: Started the clearing of the storage container Distribution Center and Rail Road Avenue Warehouse. Removed old hose and sent hose to the county dump, Removed metal couplings and sent it to Mr “K”s metal recycling. Transported ladders to metal container next to training. Removed metal waste from Railroad Avenue Warehouse
- 3/28: FASO and E. Kalehua in Training to size 17 new recruits for PPE. FASO provided PPE vendor with final order of PPE to close out grant.

Fire Station:

- 3/06: Generator problems at Captain Cook. DPW working on problem.
- 3/07: Water heater problems at Waimea Fire Station and Solar Panel problems at Honokaa Fire Station. Problems being worked on by DPW plumber.

- 3/28: Met with Mechanic I to discuss the changing from phase I to Phase III because of present problems with electrical system.
- 3/29: FASO coordinates with Bobs Sweet Water to pump Kailua Fire Station Septic tank.
- 3/31: FASO coordinates with Aloha Pumping to pump Ocean View Septic tank.

New Projects/Business:

- March 11 Tsunami
- 2011 Legislature: Continuing to monitor various fireworks bills, government operations and fire related bills.

Employee/Public Relations

- American Red Cross Hats Off Campaign
West Hawaii raised \$11,000 at 4 sites. Dunking Booth at Kona Walmart raised \$700. Hilo numbers not in yet but tentatively at \$5,000 from 2 sites.
- EMS Week: Beneficiaries will be three of our fire fighters diagnosed with cancer, as well as a portion to American Cancer Society. Commissioners should have received invitations; hope they can make it.