

FIRE COMMISSION MEETING SEPTEMBER 14, 2011

Budget:

FY 2012/13 Budget

- Budget kick off meeting held with all departments on August 25.
- Deadline for submittal of FY 2012/13 budget to Finance is November 1st. We received directive from Finance to be able to justify our expenditures and take a closer look at overtime.
- Funding increases limited to uncontrollable expenses (i.e., fuel, electricity)
- Supplemental budget needs to be part of well thought out plan.
- Need to prioritize functions/programs and look upon outcomes/performance.
- Need to generate measurable values for every dollar.
- Smart spending, not just smart cutting.
- Will be working closely with Accountant Robert Belcher and our Finance Department to acquaint myself with budget process.

- For our current FY 11/12 budget, we have been asked by monitor it closely and to “live within our means” as there is no extra money.

Alternative Funding and Grants:

- FEMA FY 2009 Assistance to Fire Fighters Grant: (Personal Protective Equipment). On August 17, 2011, FEMA approved our amendment to use excess funds (\$59,363) to purchase a portable fire extinguisher training system and implement a smoke detection installation program for seniors. Our Prevention Bureau staff working on both programs. Will be also using excess funds to purchase Our new grant extension amended to April 1, 2012 to complete the projects.

- FY 2010 Assistance to Fire Fighters SAFER (Staffing for Adequate Fire & Emergency Response) (Volunteer Retention Program). Will be working to submit proposal to our Finance Department to request quotations from vendors to produce an educational video on our volunteer program.

- FY 2010 CDBG – Tanker/Tender – Pahala Fire. Freedom Fire Equipment has completed the Tank and Body components of the Tanker. Peterbilt has completed the Chassis and has shipped it to Freedom. Freedom estimates final completion to be done at end of September. HFD Representation will go to Atlanta for a Pre-Delivery Inspection to enable any corrective actions if needed.
- FY 2011 CDBG – Fire Apparatus – Pahoia Fire. Specifications for new Pahoia Fire Apparatus have been reviewed by the Purchasing Department and the Bid is in the process of getting required signatures before going out to bid.
- FY 2011 DOT Highway Safety Grant: FEO Neil Yoshioka continues to work with the instructor on a training schedule (re: extrication training). Training dates confirmed for October.
- FY 2012 DOT Highway Safety Grant: No new updates. Submitted for \$12,802.74 to purchase pediatric spinal immobilization boards for our medic units, which will allow us to better protect and treat the injured pediatric patient.

Capital Improvement Projects:

- **Makalei Fire Station:**
 - ✓ Dormitory pre-cast wall panels are all up on building slab.
 - ✓ Dormitory Masons on site completed thrash enclosure cmu work and currently doing cmu at generator pad retaining wall.
 - ✓ Maryl (contractor) is prepping pre-cast apparatus wall panels for pouring this Friday, September 16th.
 - ✓ Site work contractor is working on installing septic system (manhole and septic tanks in place, w/ leach field to be worked on next).
 - ✓ Helco is expected to have service shop drawings by early next week (this will need to be revised from what is shown on contract drawings).
 - ✓ Waterline relocation work at driveway is being held up because cw lines on site doesn't have delivery receipts (unsure on meeting buy American requirement—required by FEMA grant).
 - ✓ Hose tower is up to 1st catwalk level and decking is being formed in (still need to install reinforcing steel).
 - ✓ Planning to have roof trusses on site within the next 2 weeks.

- **Administration & Support Facility:** No new updates.
- **Central Fire Station:** No new updates.
- **Kawailani Fire Station:** No new updates.
- **Ka'u Public Safety Package:** No new updates.
- **Paauilo:** No new updates.
- **DPW ADA Compliance, HazMat Abatement:**
Waimea – Start of the installation of Photo Voltaic Panels at Waimea Fire Station by Green Path Technology.

Central Station / Dispatch – working with DPW & architect on final draft plans – no start date set yet
- **Pohoiki Radio Re-Location:** No new updates.

Promotions and Hiring:

Open-Competitive Recruitments: (None)

Internal Recruitments:

<ul style="list-style-type: none"> • Fire Rescue Specialist • Fire/Hazardous Materials Specialist 	Various	Internal recruitment process initiated.
Fire Equipment Operator	Various	Internal recruitment being conducted from 9/6 – 9/15/11.
Fire Captain	Various	Internal recruitment conducted 8/29/11 – 9/6/11.
Fire Communications Supervisor	South Hilo	Internal recruitment process initiated.
Battalion Chief (Prevention Bureau)	South Hilo	Assessment Center scheduled on 10/10/11.

Emergency Operations Bureau

- Responded to 1,823 total calls.
 - a. 63 fire calls.
 - b. 1379 Emergency Medical Services calls.
 - c. 14 Rescue calls
 - d. 15 Hazardous condition calls.
 - e. 129 Community Service calls.
 - f. 192 Good intent calls.
 - g. 30 false calls.
 - h. 0 Severe weather calls.
 - i. 0 Citizen Complaint call
- Draft Specifications for two lease-purchases for Standard 750 Gallon Class A Fire Apparatus have been completed and will be reviewed by Chief prior to being delivered to the Purchasing Department.
- AC of Operations, Fire Inspector Kazuo Todd, and Fire Apparatus Trainer Mon-EI Kim attended National Fire Academy.

Special Ops

Hazmat:

Rescue:

Ocean Safety:

Support Services Division

EMS Bureau:

- Newly promoted FMS III Jesse Ebersole started his first day in the EMS Bureau effective August 1st, 2011.

- Attended HMC Level III Trauma Designation recognition on August 2nd, 2011.
- Our monthly Base Station meeting was held at Kailua Fire Station on August 11th. Specific Trauma Activation cases were discussed and the comments from MD McDowell and RN Wendi Wagner were very positive as to the level of care that pt's received in the field.
- EMS Program Director, Mr. Mark Kunimuni. EMS training concerns, instructor shortages and EMS partnerships were discussed.
- EMT Prep was held for the 40th Recruit Class from August 15th to the 18th. Instructor Chris Honda reviewed curriculum of A & P, medical terminologies, respiratory and cardiac emergencies, and a variety of basic EMT Skills. The 40th Recruit Class started Their EMT training on August 22nd.
- On August 26th, presented to the Standardization Committee the need for the standardization of Zoll AED's and Zoll manual EKG defibrillators. After several questions, the committee approved the standardization of the Zoll equipment.
- August 31, J. Ebersole attended Office of Language Access conference at East West Center on the UH Manoa Campus from 0800-1600.

Training Bureau:

- On August 12, the 40th Recruit Class completed Firefighter I training.
- August 15 to the 19 the 40th Recruit Class attended Pre-EMT training.
- On August 22, the 40th Recruit Class began EMT training.
- August 11, Extinguisher training held at University of Hawaii Campus.

Volunteer Training Section

- **Call upon Volunteer Chief Tom Brandt for report. (Note: due to meeting being in Kona, he may not be present. If he is not, report that there will be a Volunteer Company Officer meeting on Saturday, September 24, at the Paauilo Gym Annex. All Commissioners welcome to attend).

Prevention Bureau

- NFPA I new fire code at Corp Counsel to review changes made.
- 2006 IBC (new building code) back to review by Council on September 21.
- Fire Fighter Safety Guides going to schools.

Auxiliary Services:

Communication:

- BC Gahan met with Jeremy Tanaka of PWC to get insight into issues with the new Telex System and how it interfaces with the rest of our dispatch center equipment. Below list some of the issues:
 - ✓ We need to get a solution to get a headset manager that will allow our dispatchers to use the 911, business, and radio with a single headset and preferably without a toggle switch. With the 911 upgrade in June, the Telex radio, 911, and business lines will not be compatible for a single headset without the proper headset manager equipment. Without this compatibility, dispatcher functions will become very difficult, such as:
 - Changing headsets to answer different types of equipment
 - Trying to answer with a handset
 - Typing at the same time while juggling these communication devices (not hands free).

Currently we are trying to find solution through PWC and Hawaiian Tel but none has presented us with a solution yet.

- On August 8, Chief Gahan met with Stephen Douglas and Tracey Asato of HawnTel to go over installation plans for new SOLOCOM CAD System. The cost for each head set manager will be \$600.00.
- General Contractor Shinji Inaba provided FASO with detailed drawings of planned renovation of dispatch work areas.

Distribution Center:

- On August 8, Department of Finance completed Fire Department inventory of all items valued at \$2,500.00 and up because of the pending retirement of Chief Oliveira.
- On August 12, two incident resource trailer delivered to mechanic shop.

New Projects/Business:

- Request to agendaize at next meeting a presentation on the Hawaii Fire Department's organizational structure and department missions.
- For future meetings, would like to introduce equipment or programs to the Commissioners.

Employee/Public Relations

- The Daniel Robert Sayre Memorial Foundation 14th Annual Awards Ceremony: Held September 3 at the Fairmont Orchid.
- Fire Prevention Week: In planning stages for events in Hilo (October 8) and Kona (October 15 at Lowe's).