

CHIEF'S REPORT

- Budget
- Alternative Funding and Grants
- Capital Improvement Projects. A current overview of ongoing projects may include but not limited to:
 - *Makalei Fire Station*
 - *Pahoa Fire Station*
 - *Fire Administration & Support Facility*
 - *Central Fire Station*
 - *Central Fire Station-Retrofit Project*
- Promotions & Hiring
- Emergency Operations Division
- Support Services Division
- New Projects/Business
- Employee/Public Relations

FIRE COMMISSION MEETING
October 12, 2011

Budget:

FY 2012-13 Budget

- Department granted extension to November 7th to turn in Budget.
- Supplemental Budget also being submitted. Once again earmarking replacement of aged apparatus.
- Deputy Fire Chief, Personal Secretary and I attended a Budget orientation class put on by Finance Department

Alternative Funding and Grants:

- FEMA FY 2009 Assistance to Fire Fighters Grant: (Personal Protective Equipment). Our Prevention Bureau staff continue to work on both programs, Fire extinguisher training and smoke detector installation. 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). No new information
- FY 2010 CDBG – Tanker/Tender – Pahala Fire. Freedom Fire Equipment has completed the Tanker. Peterbilt has completed the Chassis and has shipped it to Freedom. HFD Representation will go to Atlanta for a Pre-Delivery Inspection next week to enable any corrective actions if needed.
- FY 2011 CDBG – Fire Apparatus – Pahoa Fire. Specifications for new Pahoa Fire Apparatus have been reviewed by the Purchasing Department and the Bid is in the process of going out.
- FY 2011 DOT Highway Safety Grant: Extrication training completed last week and department received a set of extrication tools (jaws of life) from instructor. It has been assigned to the ladder apparatus in South Kohala.

- 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) pre-cast apparatus wall panels poured late September.
 - ✓ Site work contractor is working on installing septic system
- **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, Haz Mat Abatement:** No new Updates
- **Pohoiki Radio Re-Location:** Final meetings held and equipment being transferred over.

Promotions and Hiring:

Open-Competitive Recruitments: Human Resources to do Request to Fill for vacant WSO, Fire Equipment Mechanic, and Human Resources Technician positions.

Internal Recruitments:

<u>Position Title</u>	<u>Location</u>	<u>Comments</u>
Fire Rescue Specialist	Various	Internal recruitment process initiated.
Fire/Hazardous Materials Specialist	Various	Internal recruitment process initiated.
Fire Equipment Operator	Various	Written examination scheduled on 11/14/11.

Fire Captain	Various	Written examination scheduled on 10/24/11.
Fire Communications Supervisor	South Hilo	Internal recruitment process initiated.
Battalion Chief (Prevention Bureau)	South Hilo	Assessment Center completed on 10/10/11.

Emergency Operations Bureau:

Operations:

- Assistant Fire Chief of Operations position is being rotated among qualified personnel
- Refer to later attachment

Special Operations Bureau:

Hazmat:

- Attended the Hazmat Continuing Challenge on September 6-9, 2011. In addition to the informative information gained in the classes, I also got to meet with many vendors regarding our equipment and supply needs.
- Made contact with Liz Galvez from HEER. The DOH will be supplying us with two Hazcat kits to assist us with the categorizing of unknown hazardous materials. They will also be conducting training for us in use of these kits in October and November. This has saved our department over \$7,000 from not having to purchase these kits from a vendor.
- 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. 21 and still awaiting return. DOH will come over to assist in the calibration of the Canberas in the near future.
- Finalizing the SOPs to be submitted to F-1 and Corp. Council
- Baseline medical screening proposal awaiting approval for all of our hazmat personnel
- Received the approval to purchase 4 multi Raes with PID capability with 2 Rae link 3 and docking calibration systems. Rae Systems are the sole source for the wireless link. Awaiting sole source committee to address this issue prior to purchase.

- Contacted Smiths Detection to update our Ahura.

Rescue:

- ACC program implementation complete and in the process of tracking completed classes and distributing the cards. We are at approximately 92% complete for all of our personnel.
- Currently signing up clients that are on the waiting list for Project Lifesaver. Working with the HCOA to promote the program in the community. Currently assisting Maui Fire with the implementation of their program. Will be purchasing new tracking devices soon.
- RB-2-2 fuel tank estimates secured and are with finance awaiting the approval for repair. Repairs should be commencing within the next couple of weeks.
- Some equipment funded by the Sayre foundation will soon be purchased. Working with Laura Mallery-Sayre on these purchases. Secured many donations at the recent Sayre dinner and will begin to assist Laura Sayre with the purchasing of this equipment.
- 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 and F-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.
- A backup new Billy Pugh net and line was ordered and is awaiting arrival for C-1.
- MOA with Coast Guard to be used for SAR missions submitted to F-1 and awaiting approval.

Ocean Safety:

- We are currently working toward the erecting of the Punaluu tower. Planned date to begin construction is on October 10, 2011. All permits have been secured.
- 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 using fair share funds and the Punaluu tower will be purchased with CIP funds.

- WSO Frank Douglas transfer completed and is now working in Kona.
- WSO Franklin's position is currently vacant and a request to fill is being processed.
- WSO Foster had her shoulder surgery and is back at work. She has been very instrumental in completing the beach logs on the all battalions folder. Her LD status has been extended to 10/31/11.
- New uniform vendor policy distributed and is being implemented.
- WSO Bruton is on special duty beginning April 5 pending the investigation on misconduct. Investigation meeting conducted and report was given to F-1.
- UV protection garment samples currently being fitted by our WSO and will be ordered upon completion.
- Sayre purchased 4 rescue boards, 8 megaphones, 2 AEDs, and 13 AED cases. Resolution has passed and I am working with Laura Sayre to schedule a dedication of these products.
- Jr. Lifeguard grant for \$20,000 secured from Liquor department to curb underage drinking and we are awaiting the purchase and delivery of the equipment.

Support Services Division

Emergency Operations Bureau:

1. EMS Bureau personnel attended the three day Child Passenger Safety Technician training course from September 8th through the 10th. Four HFD personnel volunteered their off duty time to attain the Child Passenger Safety Technicians certificate.
2. Monthly ePCR meeting was held on September 13th.
3. Bureau personnel attended FRESH demo on September 14th with IT personnel. Goal is to improve accountability, efficiency and reduction of waste.
4. Participated in State Data Committee meeting on September 19th.
5. On September 22nd, participated in Hoolaulea preplan with Prevention personnel, HPD and the event coordinators.

6. Two Assistance to Firefighter Grants were submitted on September 23rd. One grant was for an upgrade in Zoll defibrillators and automated compression devices, and the other was for a replacement ambulance for Honokaa.
7. The Bureau was notified of a DOT State Highways grant award for specialized pediatric spine boards. Total award amount was for \$12,800 worth of equipment that will outfit our medics with two pediatric spine boards each.
8. Attended VTC monitoring and scheduling training on September 23rd.
9. On September 24th assisted with Hoolaulea standby. No major incidents occurred, Prevention Bureau coordinated the preplan and after action review.
10. On September 26th, Bureau personnel along with retired Chief Oliveira presented to MD Rosen, State of Hawaii EMS Injury Prevention Chief, HFD's pilot project with the Hawaii Island Beacon Community.
11. On September 27th Bureau personnel volunteered to assist with Child Passenger Safety seat inspections for parents enrolled in a birthing class with Hilo Medical Center.
12. Bureau personnel attended the Motor Vehicle Reduction Group meeting in North Hawaii on September 28th. On that same day, made contact with the new North Hawaii Community Hospital Emergency Room Nurse Manager to discuss EMS operations and ways to improve the system.
13. Held our monthly Base Station meeting at South Kohala Fire Station on September 30th.
14. MICT Interns Brent Okutsu and Ryan Kreps successfully completed their 2nd rotation of MICT Internship on Oahu and are scheduled to start their 3rd rotation back with our department in the first week of October.

Training Bureau:

- September 2nd, Westside WSO First Responder Refresher class.
- September 12th, CPR Recertification for Eastside WSO's.
- September 23rd, Captain Vincent attended VTC class.

- 40th Recruit class as completed 6 weeks of EMT Certification.
- Continuous training of Fire Department Personnel in CPR, ACC & First Responder.

Volunteer Training Section:

Volunteer Training:	Co. Training Hrs	Prep Hrs	Volunteer Co.	Volunteer Firefighters
Wet Drill	14			
Training Video	4			
Pro-Pak (Foam)	2			
Ladders/Ropes & Knots	2			
Admin Research, Prep Hrs		138		
Vol. Companies			11	
Vol. Firefighters Attended				59
Monthly Total	22	138	11	59
Year to Date	263	1042	116	615

Prevention Bureau:

Fire Protection/Detection System Inspections

Fire Investigations

Business Inspections

School Inspections

Complaint Investigations

Occupancy Enforcement

Certificate of Occupancy inspections

Safety Classes to public

Agricultural Burn Site Inspections

Tent Permits/ Inspections

AST/UST/LPG tank Inspections

Fireworks Site Inspections

Meetings/Conferences

Plans Review

Arson Canine training (hours)

Arson Canine Use

September		
EAST	WEST	TOTAL
12	11	
1	1	
34	17	
2	2	
3	4	
3	1	
2	10	
6	2	
3	0	
9	13	
3	7	
0	0	
13	12	
56	17	
	79	
	1	

Auxiliary Services:

Distribution Center:

Apparatus/Equipment Section:

Apparatus and Equipment Repair

83 total repairs/service

14 service calls or trouble calls

Resignation

Fire Equipment Mechanic Raymond Boots – effective 09/30/11