

CHIEF'S REPORT (02/08/12)

- I. Budget
- II. Alternative Funding and Grants
 - FY 2011 CDBG Grant for Pahoia Apparatus
 - FY 2012 CDBG Grant for Pahoia Tanker

 - Capital Improvement Projects.
 - ✓ Makalei Fire Station
 - ✓ Ka'u Public Safety Package
 - ✓ Punalu'u Ocean Safety Tower
 - ✓ Na'alehu and Pahala Volunteer Garages
- III. Human Resources Division
- IV. Emergency Operations Division
- V. Support Services Division
- VI. New Projects/Business
- VII. Employee/Public Relations

FIRE COMMISSION MEETING

February 8, 2012

I. Budget

FY 2012-13 Budget

- Budget being finalized at Department of Finance.
- FY 2011-2012 six month report submitted to Department of Finance

II. Alternative Funding and Grants

- FY 2011 CDBG – Fire Apparatus – Pahoia Fire:
 - Bid award is being protested. Submitted requested answers to protester's concerns. Expected Notice to Proceed is March 1, 2012
- FY 2012 CDBG – Tanker – Pahoia Fire:
 - Submitted application to Department of Housing. Grant award usually announced in March with release of funds by January.

Capital Improvement Projects: A current overview of ongoing projects may include but not limited to:

- **Makalei Fire Station:**
 - Project is on schedule
- **Ka'u Public Safety Package:**
 - ✓ Na'alehu and Pahala Volunteer Garages
 - Bid specification and posting being handled by Public works.
 - Awaiting update from Alan Saito, Project manager.

III. Human Resources Division

- 1) Internal recruitments
 - a. Assistant Fire Chief - Promotions effective February 1, 2012
 - b. Battalion Chief - Promotions effective February 16, 2012
 - c. Fire Captain - Promotions effective February 16, 2012
 - d. Fire/Emergency Medical Services Specialist II – Promotions effective February 16, 2012
 - e. Fire Equipment Operator - Promotions effective March 1, 2012

- 2) Union matters
 - a. HGEA
 - i. Step 1 Grievance - Water Safety Officer II Termination
 - ii. Consultation with HGEA re: Hawai'i Fire Department Water Safety Officer Rules & Regulations and Disciplinary Guidelines
 - b. HFFA
 - i. Pre-termination meeting - Fire Fighter
- 3) Classification matters
 - a. Temporary downward reallocations from Fire Radio Dispatcher II to Fire Radio Dispatcher I for recruitment purposes
 - b. Reinstatements to permanent positions – Water Safety Officer I to Water Safety Officer II
- 4) FRESH
 - a. EUTF Open Enrollment
 - b. Personnel actions – Transfers; Promotions; Demotions; Separations
- 5) OSHA 300 Log
 - a. Year-end summary report
 - b. Distribution of information and documents for 2012 incidents/accidents

IV. Emergency Operations Division

OPERATIONS:

1. Revised MOA for the Coast Guard SAR, approved and signed
2. Finalized SOP and discipline procedures for Ocean Safety and sent to HGEA. Answered concerns of HGEA, Awaiting their reply.

SPECIAL OPERATIONS:

Hazmat/Ocean Safety/Rescue

1. Fill all WSO vacancies and fill WSO IV position.
2. Work with the Sayre Foundation to procure all of the requested equipment for rescue and Ocean Safety.
3. Complete the SOG for Hazmat and submit it for approval and implementation.
4. Implement a training program for hazmat identifying the different levels of training requirements, Haztech, Ops, Awareness, IC.

V. Support Services Division

EMS BUREAU:

1. In-service training for the CPAP breathing device was conducted for all three shifts via VTC in the 2nd week of January. The newly acquired breathing device was put into service on all fifteen ALS Medic units and has already been utilized on several critical respiratory distress patients with positive results. The 40th Fire Recruit Class started the Department's first ever Advanced EMT (AEMT) training on Monday, December 5th with FMS C. Honda as the lead instructor.
2. January 9th, received the delivery of the new EMS Supply vehicle.
3. January 12th, FF Ryan Kreps successfully completed the KCC MICT Program and is awaiting the receipt of his temporary State MICT license.
4. January 17th, MICT Class started with its largest class in the history of HFD with fourteen Fire personnel currently in training.
5. January 20th, Fall Prevention training was conducted by State DOH EMS Injury Prevention Branch for EMT and MICT students, as well as the EMS Bureau and Prevention Bureau personnel.
6. The 40th Fire Recruit Class completed the first ever Advanced EMT training through KCC on January 20th.

TRAINING BUREAU:

1. 40th Fire Fighter Recruit Class completed EMT Class and returned to Training Bureau for one week on January 23rd; graduated on January 28th (ceremony held in Waikoloa). One Recruit did not meet criteria (ACC and skills testing) due to injury and sickness, and will begin 24 hour duty effective February 1st.
2. Fire Apparatus Trainer Monn-El Kim initiated monthly FEO training on January 3 and 4, one day in each Battalion, first Tuesday of every month at the West Hawaii Civic Center, and first Wednesday of every month at the HFD Training room. Attendance is voluntary and open to all HFD personnel.
3. Newly promoted Captain to the Training Bureau, Darwin Okinaka, started effective January 16th – and with “priceless” support of Monn-El Kim, was able to get a grasp of future objectives and goals of the Training Division.
4. Conducted Fire Extinguisher Training for Department of Water Supply in Ka'u, Kona, Waimea, and Hilo Bases; two more are scheduled for February 8, 2012 at Department of Water Supply in Hilo.
5. FFR Brandon Tanaka continued in Training Bureau from January 30th, working on hose handling skills (wet drills), Driver Training hours (driving with F.A.T. M. Kim) and we will be continuing training and drills to build up for and eventually getting tested and passing, uncompleted skills testing and ACC Certification (planned to be conducted during the month of February).

VOLUNTEER TRAINING (WEST):

Volunteer Training:	Co. Training Hrs	Prep Hrs	Volunteer Companies	Volunteer Firefighters
First Aid Training	33			
Wet Drill	3			
Admin Research, Prep Hrs		124		
Volunteer Companies			21	
Volunteer Firefighters Attended				
Monthly Total				
Year to Date	36	124	21	
Remarks: First Aid training "First Time" in Volunteer Division; 9B with new 5 ton truck acquired from their association; 9B also bought a new yanmar pony pump for their BT; new truck for 20B Milolii from State Forestry; 120 Brush beaters for Volunteer Division worth about \$7,000; Volunteer Chief's meeting – volunteer Chief's got to meet with the Deputy.				

PREVENTION BUREAU:

1. Fire Code passed.
2. Completed 186 inspection.
3. Compiled high hazard occupancy listing.
4. Fireworks display site inspection went well except for one minimum distance issue.
5. Obtained new plan review stamps.

AUXILIARY SERVICES:

Communication Center:

1. Installation of an upgraded Solacom 911 Communications system
 - a. Equipment installation completed by Hawaiian Tel Com;
 - b. Walk through completed;
 - c. Training schedule completed;
 - d. Training not completed;
 - e. Cutover not completed;
 - f. Notified by Hawaii Tel Com that our new head set managers available.
2. Notification by HPD and Radio up Grade Committee that the new PGV radio site has coverage problem.
 - a. Notified by Radio up Grade Committee that through propagation analysis found that site not to be a good choice.
 - b. Radio Upgrade Committee looking for another site.

- c. FASO notified committee that the site was picked for security reason. Through investigation with Station 10 Captains found coverage to be the same as it was with the old location.
3. FRD III Sandee Ozeki finished her six-month probation on January 16, 2012.
4. FASO started work with dispatch supervisors on comprehensive training plan.
5. Follow-up on request for funds assistance from State EMS to provide radio interface connection between fire radios and State Medicom Radios. Cost for base station radio for interface is \$8,000.

Distribution Center

1. Distribution Center receives moving truck with pallet jack via State EMS.
2. All bureaus sharing the warehouse have identified all items they wanted thrown away and sectioned these items in a central location.
3. Distribution Center has been rearranged to make ready for new FRESH system implementation.
4. Distribution Center is having difficulty keeping up with the amount of bottles needing hydro testing.
 - a. Lone hydro test vendor can handle only a limited amount of bottles per pick up.
 - b. Most of the bottles were purchased at the same time; therefore, most bottles will require hydro testing at the same time.

Mechanic Shop:

1. Notified that mechanic shop employees will have two furlough days a month.
2. Notified that sixteen qualified applicants applied for the vacant mechanic position.
3. Mechanic shop is preparing for vehicle auction in March of 2012.
4. 1993 Ford 800 fire truck from the USDA is up and ready to go.
5. Mechanic I resubmitted request for repair of roof at mechanic shop and a request for mezzanine for the mechanic shop.

APPARATUS/EQUIPMENT SECTION:

1. Apparatus and equipment repair – 71 total repairs/service; 1 service calls/trouble calls; 17 contracted out and tows.
2. Ambulance committee continuing work on specification for medic units for Stations 8, 10, 20.
3. USDA Model 62 Fire Truck via DOFAW – vehicle registration process completed – to be assigned to Milolii volunteers.
4. Furlough started – 2 scheduled days a month for each Fire Mechanic.
5. Mechanic 1 and AC2 traveled to Oahu to inspect 3 Fire Engines and 2 tankers at Honolulu Fire for possible acquisition by HFD. Mechanic 1 and AC2 also inspected and accessed 2 Fire Engines at Barbers Point Government Liquidation facility for possible bid by volunteers.

VI. New Projects/Business

Arson task force

VII. Employee/Public Relations

Grievances against disciplinary action

- Termination of WSO
- Suspension of FEO