

## *CHIEF'S REPORT*

### I. Budget

### II. Alternative Funding and Grants

- FY 2010 AFG SAFER Grant
- FY 2010 CDBG Grant for Pahala Tanker
- 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
  - ✓ Pohoiki Radio Re-location

### III. Promotions & Hiring

### IV. Emergency Operations Division

### V. Support Services Division

### VI. New Projects/Business

### VII. Employee/Public Relations

# **FIRE COMMISSION MEETING**

## **January 11, 2012**

### **I. Budget**

#### FY 2012-13 Budget

- Budget Review Meeting with Finance Department scheduled for January 13, 2012.
- Initial review by Budget Director Gary Tom was done in December. Questions concerning changes in the funding amounts were forwarded to our office. They were responded to and sent back to Gary Tom. Primarily dealt with the separation of Fire and EMS funding, first time we are doing this separation.

### **II. Alternative Funding and Grants**

- FY 2010 Assistance to Fire Fighters SAFER (Staffing for Adequate Fire & Emergency Response):
  - Assessing the viability of meeting the requirements of this grant
  - Requires a recruitment video, not a problem
  - Requires a travel cost reimbursement for volunteers
    - Only 1 volunteer applied
    - Will discuss at next volunteer chief meeting
- FY 2010 CDBG – Tanker/Tender – Pahala Fire:
  - Tanker was delivered to Pahala and placed into service December 30th
- FY 2011 CDBG – Fire Apparatus – Pahoia Fire:
  - Bid award is being protested. Submitted requested answers to protester's concerns.
- 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 and may even be 2 months early.
  - Saw the potential to place fiber optic capabilities in the building and we took action on it and authorized the installation.

- **Ka'u Public Safety Package:**
  - ✓ Punalu'u Ocean Safety Tower
    - Bid specifications at purchasing depart
    - ETA 6 months for delivery.
    - Have a temporary tower in place.
  - ✓ Na'alehu and Pahala Volunteer Garages
    - Bid specification and posting being handled by Public works.
    - No timeline given by public works
- **Pohoiki Radio Re-Location:**
  - Completed project. Occupying site since 2<sup>nd</sup> week of December.

### **III. Promotions & Hiring**

#### ***INTERNAL RECRUITMENTS:***

1. Assistant Fire Chief (Emergency Operations): Assessment Center scheduled on January 10, 2012.
2. Assistant Fire Chief (Support Services): Assessment Center scheduled on January 10, 2012.
3. Battalion Chief (Emergency Operations): Assessment Center scheduled on January 11 & 12, 2012.
4. Fire Captain (various locations): Promotions effective January 16, 2012.
5. Fire Equipment Operator (various locations): The Assessment Center was conducted on December 19, 20, and 22, 2011.
  - a. Scores being tabulated (Written assignments) and list will be compiled by end of weekend for potential filling of positions by February 1.
6. Fire Rescue Specialist (various locations): Internal recruitment process initiated.
7. Fire/Hazardous Materials Specialist (various locations): Internal recruitment process initiated.
8. Fire Communications Supervisor (South Hilo): Internal recruitment process initiated.
9. Human Resources Technician I (South Hilo): Selectee effective 12/16/11 nte 09/30/15.
10. Fire Equipment Mechanic (South Hilo): Open competitive recruitment currently being conducted December 4 – 16, 2011.
  - a. Awaiting list of candidates from DHR.

#### **IV. Emergency Operations Division**

##### ***OPERATIONS:***

1. HFD participated in a triennial drill at the Keahole airport on December 14.
2. Revised MOA for the Coast Guard SAR, submitted to F-1 and to Corp. Counsel to review.
3. Finalized SOP and discipline procedures for Ocean Safety and sent to HGEA. Will be addressing concerns brought up.
4. Addressed numerous manpower issues with MICT shortages being the most prevalent. Incurrence of double time in December was unavoidable; however, safety was the determining factor on whether to allow this.
5. Attended a vog task force meeting and is currently identifying equipment needs to continue SO2 assessment on a daily basis.
6. Fireworks related incidents

##### ***SPECIAL OPERATIONS:***

###### ***Hazmat***

1. Clan lab training held on Oahu on December 5-9. This was put on by the State Department of Public Safety Narcotics Enforcement division. LEPC
2. Finalizing the SOPs to be submitted to F-1 and Corp. Council
3. Baseline medical screening approved for all of our hazmat personnel and will be scheduling our personnel soon.
4. Still looking for funding sources for our Multi Rae equipment with the wireless link. We are requesting 50% funding from the LEPC to assist with this purchase. A letter has been sent to the committee.

##### ***SPECIAL OPERATIONS:***

###### ***Rescue***

1. Currently caught up with the signing up of clients for Project Lifesaver.
2. RB-2-2 fuel tank repaired in Kona. Also repaired the wiring system and fuel gauge. It has been returned to Waiakea and is currently in service.
3. Equipment funded by the Sayre foundation is being purchased. Some of the equipment such as the foul weather gear, swift water vests, and the multi-purpose device has come in and is now being distributed.
4. 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.

5. A backup new Billy Pugh net and line was ordered and is awaiting arrival for C-1. The finance director has approved its purchase and we are awaiting its arrival.

#### ***OCEAN SAFETY:***

1. The Punaluu tower has been erected painted, and panels have been installed for security. "No lifeguard on duty" signs have been made by public works and will be installed soon. A new surveyor apex tower will be purchased and erected after approval is secured by finance.
2. Awaiting approval from finance for the purchase of a new Jr. Surveyor tower for the north end of Hapuna overlooking the beach fronting the Hapuna Prince Hotel and for Punalu'u beach. CIP funds will be used for this project.
3. Waiting to fill WSO IV position in east Hawaii. Until then, qualified TA personnel will rotate.
4. UV protection garments arrived and will be sent out for printing before being distributed to our ocean safety personnel.
5. Sayre purchased 4 rescue boards, 8 megaphones, 4 binoculars, 2 AEDs, and 13 AED cases. A dedication of these products is scheduled for later this month.
6. Masks and snorkels for the WSOs have been distributed.
7. New SOP and discipline procedures are now in consultation with HGEA and are awaiting their response.
8. Marker buoys for submerged victims have arrived and will be distributed soon. This is one of the USLA mandatory pieces of equipment.

#### **V. Support Services Division**

##### ***EMS BUREAU:***

1. Met with Fall Prevention specialist Stan Michaels from DOH State EMS Injury Prevention Branch on December 2<sup>nd</sup> to discuss Hawaii Island's Fall Prevention Pilot Project with HFD and Hilo Medical Center.
2. The 40<sup>th</sup> Fire Recruit Class started the Department's first ever Advanced EMT (AEMT) training on Monday, December 5<sup>th</sup> with FMS C. Honda as the lead instructor.
3. On December 6<sup>th</sup>, BoundTree Medical Sales Representative conducted a Train the Trainer class for several key personnel on the newly acquired CPAP

breathing device. The new piece of equipment has been sent out to all medic stations and training is to be conducted in the very near future via VTC.

4. On December 12<sup>th</sup>, EMS Bureau personnel met with DOH PHN to discuss a future joint project and Community Paramedicine.
5. On December 12<sup>th</sup> the EMS Bureau personnel met with Mayor Kenoi and the Beacon Grant Team to discuss the viability of the Zoll ePCR pilot project.
6. On December 16<sup>th</sup>, the EMS Bureau was notified of the AFG award for (7) new 12 lead Zoll EKG monitors at a value of \$185,948.00. The Federal share is 80 percent or \$148,758.00 of the approved amount and our department's share of the costs is 20 percent or \$37,190.00. The PAO held on December 28<sup>th</sup> via
7. On December 20<sup>th</sup>, EMS Bureau personnel cleaned out the EMS supply section in the Distribution Center as requested by the FASO.
8. The FMS II assessment was held at the Aupuni Center on December 27<sup>th</sup>. Four Candidates participated in the all day recruitment process.

**TRAINING BUREAU:**

1. Attended NFPA Electrical Vehicle Safety Training in Honolulu on 12/5.
2. Extinguisher Class conducted for Bay Clinic personnel in Training Room on 12/8.
3. 40<sup>th</sup> Recruit Class on EMT-I clinical rotations as of 12/18.
4. Planning driver training classes for volunteers. West side to be held at W. Hi Civic Center: 2/25, 3/31, 4/28, and 5/19. East side to be held at Training Room: 7/28, 8/25, 9/29, and 10/27.

**VOLUNTEER TRAINING (EAST):**

<b>Volunteer Training:</b>	Co. Training Hrs	Prep Hrs	Volunteer Companies	Volunteer Firefighters
<b>Fire Video Trng (Safety)</b>	6			
<b>Pumping Drill (19-A)</b>	3			
<b>Admin Research, Prep Hrs</b>		155		
<b>Volunteer Companies</b>				23
<b>Volunteer Firefighters Attended</b>			4	
<b>Monthly Total</b>	9	155	4	23
<b>Year to Date</b>	319	1459	144	738
<b>Remarks:</b>				
12/14: Meeting in Volcano Village regarding CERT. Attending: A/AC M. Gahan, Capt. C. Komatsu, Bill Hanson (CD)				
12/28: Received 66 brush beaters from DOFAW (Jay Hatayama)				

***VOLUNTEER TRAINING (WEST):***

<b>Volunteer Training:</b>	<b>Co. Training Hrs</b>	<b>Prep Hrs</b>	<b>Volunteer Companies</b>	<b>Volunteer Firefighters</b>
<b>Ladders</b>	6			
<b>Ventilation</b>	6			
<b>Incident Command</b>	6			
<b>Assessing Fire Scenes</b>	6			
<b>Safety &amp; Communication</b>	6			
<b>Admin Research, Prep Hrs</b>		104		
<b>Volunteer Companies</b>			7	
<b>Volunteer Firefighters Attended</b>				46
<b>Monthly Total</b>	30	104	7	46
<b>Year to Date</b>	383	1470	136	853
<b>Remarks:</b> Commnication; Ventilation; PPE's Safety Videos; Offensive, entry vs. defensive containment Back up entry team, buddy system, Roof Ladders, 8 vacation days in December, Christmas holiday.				

***PREVENTION BUREAU:***

	<b>December</b>		
	<b>EAST</b>	<b>WEST</b>	<b>TOTAL</b>
<b>Fire Protection/Detection System Inspections</b>	13	16	29
<b>Fire Investigations</b>	3	0	3
<b>Business Inspections</b>	10	14	24
<b>School Inspections</b>	3	0	3
<b>Complaint Investigations</b>	1	2	3
<b>Occupancy Enforcement</b>	0	0	0
<b>Certificate of Occupancy inspections</b>	5	8	13
<b>Safety Classes to public</b>	2	3	5
<b>Agricultural Burn Site Inspections</b>	1	0	1
<b>Tent Permits/ Inspections</b>	2	5	7
<b>AST/UST/LPG tank Inspections</b>	1	2	3
<b>Fireworks Site Inspections</b>	1	5	6
<b>Meetings/Conferences</b>	17	15	32
<b>Plans Review</b>	82	19	101
<b>Arson Canine training (hours)</b>	40	42	82
<b>Arson Canine Use</b>	1	0	1

## ***AUXILIARY SERVICES:***

### Communication Center:

- ✓ *Radio Upgrade Committee:* Project status identified the radio site baseline, radio system roadmap, and the conceptual design. While working with Scientel in selecting a general communications system a number of system types were discussed. The discussions considered analog/digital technology and VHF/700/800 MHz bands (UHF was not considered). The design discussions were primarily based on the systems coverage of the above alternative combinations along with associated costs. The alternatives were then reviewed with County stakeholders and the group determined the general specifications were to stay in VHF spectrum and implement a Project 25 (P25) based digital system.
  1. 12/7/11 – Final RFP was drafted; New radio site at HELCO/PGV was turned on and the old radio site at Green Lake was turned off.
  2. 12/13/11 – FASO attended USDA – COH LTE pilot demo at Civil Defense and Keaau Police Station Tower.
  3. 12/27/11 – All radio equipment on the old Green Lake Radio Site was removed by PWC using 4x4 vehicle and personnel to assist.

### Distribution Center

1. 12/21/11 – EMS BC Uchida gave update on status of EMS and Fire delivery vehicle; Vehicle did not come in with all the items that were on the specs; company has agreed to make changes to vehicle to meet our specs.

### Fire Station:

1. 12/21/11 – Station 2 request for non-ethanol fuel tank for their station; FASO currently working on this request.

## ***APPARATUS/EQUIPMENT SECTION:***

### **VI. New Projects/Business**

Arson task force

### **VII. Employee/Public Relations**

Grievances against disciplinary action

- Termination of WSO
- Demotion of FEO

#### Disciplinary action

- FF Suspended for 10 workdays
  - Progressive discipline
  - Failure to follow a direct order
  - Same individual demoted earlier
- Two FFs received written reprimands for failing to use a proper guide when reversing an apparatus.

#### North Kohala incident

- Internal investigation initiated
- Assailant in process of filing a complaint with the Fire Commission so I will defer any further comment to that hearing date or take the matter into executive session.