

**FIRE COMMISSION MEETING**  
**October 10, 2012**

**I. Budget**

- Update on budget status
  - FY 2012-2013

**II. Alternative Funding and Grants**

- FY 2011 CDBG Grant for Pahoia Apparatus
- FY 2012 CDBG Grant for Pahoia Tanker
- FY 2012 SAFER Grant
- FY 2012 Assistance to Fire Fighters Grant application

**Capital Improvement Projects:**

- **Makalei Fire Station**
- **Ka‘u Public Safety Package**
- **Hapuna Water Safety Tower**

**III. Human Resources Division**

1) Recruitments

*a. Internal recruitments*

- Account Clerk – Hired September 17, 2012
- Fire Radio Dispatcher III – Promotions effective September 16, 2012
- Water Safety Officer II 3/4Time – Recruitment process initiated.
- Water Safety Officer II 1/2Time – Recruitment process initiated.
- Fire Captain (Prevention Bureau) – Assessment Center scheduled on October 24, 2012
- Fire Prevention Inspector I – Written exam scheduled on October 23, 2012.
- Fire Radio Dispatcher II – Voluntary demotion from Fire Radio Dispatcher III effective September 16, 2012

*b. Open-competitive recruitments*

- Fire Fighter Recruit – new hires effective October 1, 2012

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

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

- 1) Training of personnel
  - Train the Trainer for confined space Training in Oahu (3 personnel)
  - AC1 attended table top exercise at Civil Defense (2 days)
- 2) Monthly meeting with Battalion Chief's to keep abreast of information and updated on basic daily operations.
- 3) Threat and Hazard Identification and Risk Assessment (THIRA) for future funding and grants.

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

###### **Hazmat**

- 1) Recommendations were made by AC1 in reference to the Hazmat SOGs, therefore, revisions will be made and resubmitted to F1 to review before submitting to Corporation Council for final review.
- 2) The purchase of our new Multi Rae equipment with the wireless link contract has been awarded. Rae Systems has received the "Notice to Proceed" and we should be getting the units in soon.
- 3) BC Kosaki attended drills with the CST during their drills with the Kauai Fire Department regarding WMD hazmat response. We will use this information as we develop a drill for our department in 2013. During these drills, BC Kosaki got to meet with DOH "Rad" team and will be scheduling training classes for our department in November. At that time, they will also be calibrating our radiation equipment.
- 4) BC Kosaki attended a Leilani Community meeting with Mayor Kenoi, Jeff Melrose (Mayor's office), CD John Drummond, and PGV personnel Mike Kaleikini and Ron Quesada and gave a report regarding our response and evacuation plan to PGV incidents.
- 5) We sent three (3) personnel to the Hazmat Continuing Challenge on September 4-7, 2012. This was a good opportunity to view new equipment and supplies, review any changes in regulations and training requirements, and network with other response personnel to help increase our operations.

###### **Rescue**

- 1) Continuing with the signing up of new clients for Project Lifesaver.

- 2) We are working on a list for rescue equipment requests from the Sayre Foundation for 2012. Among these are dive computers, a water rescue manikin, anchor straps, and personal micro pulleys. The Sayre Foundation has recently purchased foul weather gear for the Kailua station rescue personnel.
- 3) Our ATV training is almost completed for the Waiakea personnel and will be looking to train the Kailua rescue personnel in the near future.
- 4) We are looking to purchase some new equipment such as a blue link. This would allow us to communicate through the Chopper radio system to a cell phone. We are also purchasing a deck mounted compass for RB 2-2.

### **Ocean Safety**

- 1) Our temporary hires ended employment on August 31, 2012. However, we currently have two (2) vacant positions that are currently in the process of being filled.
- 2) Revised ACC program to include Ocean Safety and will identify skills required by USLA standards. New cards to be issued upon approval of this addition to our program. We will be consulting with HGEA regarding this program.
- 3) BC Kosaki met with personnel from the Kauai Fire Department and got information on their Ocean Safety jet-ski program and its integration into the response with the Fire Department.
- 4) Working on adding a new lifeguard tower at the Hapuna Beach north end. This would allow us to view the beach area fronting the Hapuna Beach Prince Hotel. There were incidents there in the past when our guards were not aware and thus had a delayed response. We are awaiting Corp. Counsel for interpretation of a state law before moving forward on obtaining the necessary permits.
- 5) Three (3) lifeguard towers were again vandalized but no equipment was taken because we now do not store any equipment in the towers. We just had to replace the locks. We are looking for ways to make this more secure.

## **V. Support Services Division**

### **EMS BUREAU:**

1. The nurse (RN) Ride Along program continued with Hilo Medical Center's (HMC) newly hired RN's. Eight RN's have rode along thus far and the feedback has been very positive from all personnel involved. The primary objective of the program is to solidify our interagency professional relationship and to enhance patient care.

2. "Mentor" Training was conducted by Kapiolani Community College" (KCC) EMS Program Director Mark Kunimune. Fire Medical Specialist assigned to medic stations identified as potential training units attended the training.
3. An NAEMT Safety Class was held in Hilo on September 13, 2012. It was the first ever NAEMT Class offered in the State of Hawai'i. A total of 50 students attended from a variety of agencies state wide. Personnel from Honolulu Fire, Maui Fire, City and County Honolulu EMS, AMR, Pohakuloa Fire, KCC, and National Park Service attended.
4. Developed partnership with Hawai'i Island Workforce and Economic Development Ohana (HIWEDO) as a result of meeting with Exec Director Gaye Ishimaru. HFD may now apply for grants with 501C3 requirement. HIWEDO will assist us in searching for grants, evaluating whether grant and project match, will assist in strategy, assessment of written proposal and grant management.
5. Working with Kona Hospital, Zoll Medical Corp and Verizon to enable 12 lead EKG field transmissions from EMS units to Kona Hospital ER.

***TRAINING BUREAU:***

1. Selected two (2) RTO for our upcoming Recruit Class, Fire Equipment Operator Mark Spain and Fire Rescue Specialist James Wilson. They both started in the Training Bureau on September 17 to prepare for the class.
2. Continued to conduct Driver Training with our new Tankers that we received from Honolulu Fire with designated Trainers and relocated both to Waimea and Waikoloa stations to start training in areas where they will be eventually located.
3. HFD hosted an NAEMT EMS Safety Course for our personnel and also invited individuals from agencies throughout the state. This class was the first of its kind in the state and we were proud to be able to offer it through the efforts of FMSIII Chris Honda of our EMS Bureau who did all the ground work to make this special event possible. A total of 52 people were trained.
4. We had our second of 2 NFA 2-Day Off Campus Courses, Leadership III- Strategies for Supervisory Success on September 17-18. We trained 19 of our own personnel.
5. Held a Class Orientation meeting for the selected individuals of our upcoming 41<sup>st</sup> FF Recruit class with Fire Chief Rosario, Deputy Fire Chief Victorino, and the Training Staff to welcome them into our Department and issuing of Class materials.

***VOLUNTEER TRAINING BUREAU:***

- 1) The slab for the volunteer sheds (Pahala/Na'alehu) are down and ready for construction.
- 2) Meeting on 09/14/12 with Anekona, Ouli, Kanehoa (AOK) Association regarding a site for a possible volunteer station. Possible location between the properties of Ouli and Anekona Subdivision. In attendance were Corporation Counsel Bill Brillhante, Mike Shattack, Guido Gaicometti (AOK), Alan Okamoto (attorney representing AOK).
- 3) Integrate training with online personnel.

***PREVENTION BUREAU:***

- 1) Assisted the Department of Liquor Control in enforcing a severely overcrowded liquor establishment in Kailua-Kona over the Labor Day weekend; Fines and penalties will be forthcoming through an adjudication hearing of which we may have to testify.
- 2) Assisted the County's Office of Housing for the elderly in getting all of their life safety and fire protection appliances up to code.
- 3) Finalized the life safety and emergency evacuation plan for the Downtown Hilo Ho'olaulea.
- 4) Started the adoption process of the 2012 NFPA 1 Uniform Fire Code at the State level. State amendments has been reviewed and commented on by the Fire Prevention Committee.
- 5) Submitted the new "call-out" procedures for general distribution to the Suppression companies and the "value assessment" report for F1 review.
- 6) Working with F2 on the upcoming Fire Prevention Bureau Captain and Inspector I promotions.
- 7) Completed the review and comment process for the NFPA 1123 and NFPA 1126 documents which govern display fireworks and the use of articles Pyrotechnics before a proximate audience. Comments were made on discrepancies between the 2006, 2010, and 2011 editions in preparation for adoption of the 2012.

***DISPATCH:***

- 1) Fire Radio Dispatcher I completed CPR and EMD training.
- 2) Two (2) Fire Radio Dispatcher II promoted to FRD III positions.

- 3) Fire Communications Supervisor and AC2 met with HGEA to discuss policies and procedures between HGEA and Dispatch.
- 4) HIPAA Training provided by Corporation Counsel Bill Brilhante.
- 5) Met with Thomas Matkov of Intergraph to address CAD issues in Dispatch.

### ***AUXILLIARY SERVICES/WAREHOUSE***

- 1) In process of coordinating station request for repairs with vendors and Department of Public Works via the warehouse.
- 2) Inventory and receipt of equipment and supplies for the new Makalei Station.
- 3) Specification for tools and equipment purchases to upkeep warehouse supplies processed.

### ***MAINTENANCE SHOP***

- 1) Type 42 vehicle placed in service at HOVE.
- 2) Ongoing process of maintaining and up keeping Fire Department vehicles.

### ***New Projects/Business***

2013 grant opportunities

### ***Employee/Public Relations***

Fire Prevention Week

HFFA negotiations  
HGEA matters