

## CHIEF'S REPORT (10/16/19)

### I. Budget

- FY 2019/2020
  - Overtime still not funded
  - Awaiting approval by Finance/Mayor/Council for funding of overtime.
  - Per Finance Director, she will submit request to Mayor and Council quarterly.
- FY 2020/2021
  - Budget Kickoff Meeting held September 19, 2019
  - Submittal for new positions not approved
  - Departments to submit 3 budget proposals
    - Status Quo Budget
    - Status Quo with a 5% reduction of OCE funding
    - Status Quo with a 8% reduction of OCE Funding

### II. Alternative Funding and Grants

- Daniel R. Sayre Memorial Foundation Funding assistance
  - New off-road tanker being proposed as a donation to the Sayre Foundation.
  - Foundation Dinner held August 31<sup>st</sup>.
- USDA USFS Wildland Grant
  - \$50,000 grant funding with a \$50,000 county match
  - Earmarked for Training and equipment.
  - Still awaiting Final approval by USDA
  - Audit Reports for previous grant period completed and submitted
- County Council Contingency Fund Assistance.
  - Submitted request for OT Funding to cover public events
    - Received assistance from Councilmember Chun to assist with KWXX Hoolaulea.
    - Councilmember Villegas deferred funding request for IronMan.
- USFA FEMA Assistance to Firefighters Grant
  - Awaiting award notification - last several years, decision made in December.

### III. Human Resources Division

- 1) Classification
  - a) One Fire Radio Dispatcher I reinstated to Fire Radio Dispatcher II effective October 1, 2019.
  - b) Allocation of Accountant II position and permanent reallocation to Accountant I effective October 1, 2019.
- 2) Recruitments
  - a) Internal Recruitment within Department

- Fire Captain (Emergency Operations) – Pending interview/assessment results.
- Fire/EMS Specialist II – One candidate scheduled for assessment center on September 26, 2019.
- Fire Equipment Operator – Interview/assessment has been scheduled for September 30, 2019 and October 1, 2019.
- Fire Rescue Specialist – Fourteen candidates passed the physical assessment exercise. One candidate will be rescheduled due to previously scheduled out of state vacation. The interview has been scheduled for October 22, 2019 or October 23, 2019.
- Human Resources Technician I – One applicant. Selected Laura Casey effective September 16, 2019.

b) Open-Competitive Recruitment

- Fire Fighter Recruit – One candidate (military activation returnee) passed the PAE on September 7, 2019. Application packet due September 20, 2019. Accuplacer scheduled for October 11, 2019. FFR interviews tentatively scheduled for late October.
- Human Resources Assistant – Nine candidates on eligible list. Targeted hire date is October 1, 2019.

3) Employee Relations

- a) Internal Investigations – one certified mail to Fire/EMS Specialist II and Fire Fighter Recruit (Temp).

4) Employee Development and Training

- a) Conducting an Effective Job Interview Training – four employees attended.
- b) Developing Interview Questions & Assessment Exercises Training – three employees attended.
- c) Sole Source and Exemption from Procurement – one employee attended.
- d) Mandatory Anti-Discrimination & Harassment Training – two employees attended.

IV. Emergency Operations Division

**AC-1**

- 1) 9/4 Attended BIWCG quarterly meeting
- 2) 9/13 Attended HISSPA monthly meeting at Hilton Waikoloa Resort, and visited stations 14, 9, 8, and 17.
- 3) 9/19 Attended County Budget Kickoff Workshop.
- 4) 9/26 Attended Ironman Triathlon Final Operations Briefing at the King Kamehameha resort.

**BATTALION 1, East Hawai'i**

### Incidents:

- 1) 8/30-9/4, #17691; RESCUE- Missing hiker, Waipio / Waimanu Valley's. Multi-Day search. Canine USAR team from Oahu coordinated through CD and brought in on 9/1. 9/6- Crews went back out after receiving additional information from cell phone records and searched areas of "pinged" locations to no avail.
- 2) 9/2, #17944, FIRE- Structure Fire, Palainui Ave. (Dist. 5), 600 sq. foot dwelling with reported squatters completely engulfed in flames upon arrival. No injuries.
- 3) 9/3, #17987, FIRE- Structure Fire Hawaiian Acres. Total loss with no injuries. Occupants assisted by Red Cross.
- 4) 9/10, #18496, RESCUE/RECOVERY- Body Recovery, Kalaoa Stream bed (Dist. 1). Apparent suicide by jumping 100' from bridge to shallow stream bed below. Body extracted via Chopper 1.
- 5) 9/13, #18738 RESCUE- Lost Hikers, Mauna Loa, (Dist. 4/Dist. 50). Co 50 located missing party shortly after arrival on scene with Polaris SxS vehicle.
- 6) 9/20, #19197 FIRE- Structure Fire, Ocean View Drive, (Dist. 2). Garage and attached ADU with one occupant involved. 4 surrounding dwellings/exposures saved from damage. Live wires down on scene. No injuries.

### Special Services/Events:

- 1) 9/11 Salute at Hilo High School; speech and ceremony.
- 2) 9/11 Tribute by recruits and other HFD personnel; downtown Hilo run in turnouts.
- 3) 9/21 BC Smith attended the STARS luncheon to honor homicide victims and family support.

### Training:

- 1) 9/9-9/11 – Training on Brush Truck 18 provided by HSV representatives.
- 2) 9/23-25 - A shift EMT Refresher Training.

## **BATTALION 2 West Hawai'i**

### Training and Education

- 1) August 26th-30 Technical Rescue Training Rescue Company 2 and Rescue Company 7.
- 2) September 16-18 EMT Refresher Training- B shift.

### Special Services/Events:

- 1) 8/27 Company 16, 14, & Prevention West Hawaii- Preplan Pu'uana'hulu Landfill & Green Waste.
- 2) 8/31 & 9/1, Company 9 EMS Standby Parker Ranch Labor day Rodeo.
- 3) 8/31 Fill the Boot the Boot campaign for MS.
- 4) 8/31, 9/7, 9/14, 9/21 Company 9 EMS Standby HPA Athletic events.
- 5) 9/11, Company 16, Patriots Day visitation/lunch at Waikoloa Elementary School.

- 6) 9/20, Company 21, static display Kona Costco.

## **SPECIAL OPERATIONS**

### **Hazmat**

- 1) BC Kim continues to work on preparations to purchase 4 new HAZMAT ID units, we have received tentative approval for the grant funds from CD.
- 2) BC Kim has been following up with the HFFA to conduct more confined space classes for our Rescue and Hazmat personnel.
- 3) Heavy Metals Screening for Hazardous Materials Specialists completed
- 4) Replaced Outdated Clandestine Drug Kits
- 5) Replaced outdated gaskets for Chlorine A+B kits at Sta. 4 and Sta. 21.

### **Ocean Safety**

- 1) BC Kim working with Fiscal to draft a Budget Modification request to the HTA grant for our RWC program expansion. We are looking to expand with a second West HI unit and replacements for our current RWC.
- 2) Ocean Safety Captains participating in various Career Day events
- 3) We are in the early planning stages to expand our Ocean Safety Division. Looking to increase full time positions, and adding Lt. Positions, and possibly an Ocean Safety Chief position to support the needs of our beaches and have a better span of control throughout the ranks and career structure to follow. But still in the “drawing board” stages.
- 4) New OS pickup truck currently at Ford for Safety recall
- 5) Finalizing the final draft of the WSO return to work / Fitness for duty Policy, and in consultation with HGEA
- 6) BC Kim has been continuing work with OS Captain’s on the RWC night Operations Protocols.

### **Rescue**

- 1) Held FRS PAE on Sept 12 with 15 total participants. Working on the Interview next.
- 2) Rescue Boat 7 repairs have been completed and is back at Kailua, testing being done to verify repairs before placing back in service
- 3) Continued to work on HFD Dive Rescue Program, and in consultation with Kevin McAfee from Maui FD for assistance.

### **Sayer Foundation**

- 1) BC Kim and AC-1 met with new Executive Director (Elizabeth Picket) of the Daniel R Sayer Foundation, to familiarize her with the Fire Department and options for future endeavors with the partnership.
- 2) The Foundation is working on finalizing the donations from this year’s fundraising event and will be providing the list for our review.

## V. **Support Services Division**

### **TRAINING:**

- 1) 47<sup>th</sup> recruit class continued EMT training.
- 2) 48<sup>th</sup> recruit class progressing through Essentials 7. 12 chapters so far. Will have mid-term on Oct 3. All 20 in good standing. No drop outs.
- 3) 48<sup>th</sup> class had first wet drill with company 5 and will have second with Company 10 and 18 on Friday.
- 4) FFR/EMT P. Kippen (47<sup>th</sup> class) completed driver training and will be assigned to 24hr shift on Monday.

#### **VOLUNTEER TRAINING:**

- 1) Added a new volunteer fire fighter to Company 16B Pu'uanahulu.
- 2) Gave a presentation on the Fire Department and community service to three first grade classes at Hilo Union School.
- 3) Attended Quarterly Volunteer Captain's meeting at Station 14A.
- 4) All West side volunteer companies received refresher training on building construction.
- 5) Conducted a joint-drill with Volunteer Company 9A Waikii and Company 9 Waimea at station 9.
- 6) September 9, attended IST delivered by Glen Honda with new BT18 at HPP along with Volunteer Captain Doug Keown. Training to be delivered to the Puna area Volunteer Companies in October.
- 7) Company 10D Ainaloa – former A/Captain Randy Kilhoffer stepped back to FEO, replaced by Gary Morgan as new Captain 10D.

#### **EMS BUREAU:**

- 1) Pulsepoint mobile app implementation complete and running
  - a) This app was launched on September 10 and is working well
  - b) We are currently working on the official launch of the program to the community
- 2) We held our first base station meeting at Hilo Medical Center
  - a) Topics covered:
    - Dr. Wyatt – PCI / STEMI treatment and data
    - Becca Moore – STEMI and Stroke coordinator
    - Louise Fincher – Trauma case review
    - Dr. Fitzgerald – case review and medical director update
    - Charlene Akuna – ER manager / ER update
- 3) KWXX Hoolaulea
  - a) Providing medical standby for the event
- 4) Training / education:
  - a) ACLS AND PALS recertification's - First time that we have done the Heartcode course
  - b) EMT retraining classes done
  - c) Fire line CPR recertification's have been done
  - d) Hands Only CPR / AED - Working with Hilo Union / Konawaena / Kea'au HS / Wai'akea HS / Kalaniana'ole Elem.
  - e) 80 hour EMR training for the 48<sup>th</sup> Fire Recruit class
  - f) 47<sup>th</sup> Fire recruit class has started EMT class

- g) MICT class with 6 HFD personnel has started - Working on travel to HNL for cardiology training at Queens Medical Center
- h) Coordinated flu shot vaccinations for personnel listed below:  
47<sup>th</sup> and 48<sup>th</sup> fire recruit class and MICT class at the EMS Training Center.
- 5) Fire Medical Specialist II assessment center done
  - a) Final specs done for 2 diesel medics at Braun - Projected completion date is February 2020 and this is for M-18 and M-9.
- 6) Specs for new ambulance almost ready to be sent out for bid.

**PREVENTION BUREAU:**

- 1) The Fire Prevention Bureau conducted 86 inspections.
- 2) The Fire Prevention Bureau reviewed 97 construction plans.
- 3) The Fire Prevention Bureau Investigated 3 fires.
- 4) The Fire Prevention Bureau continued the 24 hour schedule and saw many benefits, challenges, and continued interest from our Operations personnel. We have 1 TA Inspector participating in the program.
- 5) Smoke Alarm Program is currently running with assistance from the Red Cross. We are awaiting order for additional devices from the Red Cross.
- 6) The Fire Prevention Bureau is looking to certify personnel as a NFPA Fire Inspector I. The certification is accredited by Pro Board.

**AUXILLIARY SERVICES:**

- 1) Active 911 Project
  - a. System has been reconfigured but is currently not dropping through all incidents. Trouble shooting will continue in October.
  - b. Current Issues: Bug in California shifting which is changing dates and start times; Issue with 256 character limit of Spillman messages cutting off info; Issue with Spillman trying to send message once and if failing, ending process.
  - c. Account Creation for other personnel has been paused during this bug fix process, I will be opening it up again in the next few days.
- 2) RapidSOS/i911 Project
  - a. Callyo i911 account testing will commence in October, geo fence approved early this month.
- 3) Warehouse Re-organization Project
  - a. Label holders have arrived, project on hold awaiting manpower.
- 4) Dispatch FRD Recruitment
  - a. Next recruitment to be held in January, currently two vacant positions as of this month.
- 5) Mobile Data Terminals Project
  - a. External GPS unit has been purchased and is in the testing phase. Ticket into IT for fix, 1.5 months waiting so far.
  - b. Examining grants for possible funding.
- 6) POE(power over Ethernet) Switch Project
  - a. UPS units have arrived and POE project will be started again in October to close out upgrades.

- b. Currently in conversation with Pacific Wireless on Stations 11, 11A, 17 on programming change or inline POE injectors.

Station 1	Complete
Station 2	Not done
Station 3	Complete
Station 4	Not Done, may need to re-wire CAT5
Station 5	Not Done
Station 6	POE Complete; Needs an outlet splitter and a UPS
Station 7	Complete
Station 8	Complete, would be better with another UPS
Station 9	Complete
Station 10	Complete
Station 11	Needs programming change
Station 11A	Needs programming change
Station 12	Complete
Station 14	POE Complete; Needs a UPS
Station 15	POE Complete; Needs a UPS
Station 16	POE Complete; Needs a UPS
Station 17	Needs programming change
Station 18	Complete
Station 19	Complete
Station 20	Not needed
Station 21	Not done, need a server shelf, UPS, and an 8 port POE switch.

- 7) Phone and Data line review
- a. Currently examining phone bills to identify unused lines for cancellation and or reassignment to save money. Verizon – in process; AT&T – pending; Hawaiian Tel – complete.
- 8) EMS and Admin tracking screens for Spillman and Trello, PCs purchased and awaiting provisioning, need to purchase monitors.
- 9) Everbridge Replacement of Blackboard (system for recall of employees)
- a. Training assigned to Dispatchers.
  - b. All fresh data has been converted and uploaded to Everbridge.
  - c. Onboarding process in 80% complete for basic use.
  - d. Still going through training and deployment for system.
- 10) Purchases / Repairs / Replacement's in September.
- a. Replacement refrigerator for STN 20, purchased awaiting delivery.
  - b. Replacement Freezer for Station 10, purchased, and delivered.
  - c. Replacement Stove for Station 19, purchased with expected delivery Oct 3
  - d. Replacement Stove for Station 16, purchased and delivered.
  - e. Replacement Stove for STN 1, put out for procurement?
  - f. Replacement Stove for Station 6, not purchased waiting on P-card reset(October)
  - g. Replacement Stove for Station 10, not purchased waiting on P-card reset (October)
  - h. Air Conditioning replacements for Stations 4, 9, 11A, 12, 15, 18

- i. Riding Lawnmower for Station 10, put out for bid
- j. Four 24hour Chairs for Dispatch, 2 have arrived, still waiting on two.
- k. STN 16, waiting on quote to repair exhaust muffler
- l. STN 7 Air Cond (being handled by AC2)
- m. STN 1, STN 7, K12 saws, putting together specs. Will be done in October.
- n. STN 20 PC replacement is being provision and will be sent out next week.
- o. MSA G1 smart chargers have been purchased, STN 4 replacement will be sent upon arrival.
- p. Prevention Ipads sent to finance for approval of purchase.
- q. Fire Intakes, will be worked on in October
- r. PPV Fans, will be worked on in October
- s. Three sets of Holmatro Extrication equipment have arrived, deployment will be in October for Stations 8, 11, 20

### **Maintenance Shop**

Apparatus and Equipment repair:

- 60 total repairs/service
- 21 service calls or trouble calls
- 4 contracted out and tows

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

- Still working with the Department of Public Works for permitting and renovation of the Paradise Park Fire Station. Draft Plans were approved.
- Managing Director toured the Central Fire Station to get an assessment of its condition and needs.

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

- As indicated above in Section Reports.