

CHIEF'S REPORT (May 2020) via email due to cancellation of meeting.

I. Budget

- FY 2019/2020
 - Projected to be approximately \$300,000 in shortfall. This is directly attributed to the budget cuts made to the department and the emergency incident overtime, contractual overtime, and mandatory training overtime that was advocated for continual proper training. The departments overall budget spending has been on par with historical year to year expenditures.
- FY 2020/2021
 - Mayor's office directed departments to look at budgets and make a further 10% cut if possible. Entire budget was scrutinized and only \$7,500 was identified to be cut without impacting emergency services. This is due to the already made budget cuts over the past decade.

II. Alternative Funding and Grants

- Daniel R. Sayre Memorial Foundation Funding assistance
 - All purchased items from 2019 request have been sent to HFD warehouse for inventory and disbursement.
 - Emergency assistance for COVID-19 efforts received by the foundations
 - Purchased PortaCount Fit Testing Machines for protective mask
 - Purchased "no touch" digital thermometer scanners to screen HFD personnel as part of pre-work illness assessment.
 - Continues to work with Private Donor on purchase of off-road Tanker Apparatus for N. Kohala district. Foundation intends to donate tanker to County of Hawai'i.
 - 2019 and COVID-19 equipment gifting ceremonies will be modified due to COVID-19 pandemic. AC Okinaka is working with Laura Sayre to creatively manage the gifting.
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- USDA USFS Wildland Grant
 - \$50,000 grant funding with a \$50,000 county match received for 2019 FY.
 - Purchasing equipment. Training assistance deferred due to stoppage of travel.
 - Applying for 2020 grant
- USFA FEMA Assistance to Firefighters Grant
 - Grant Committee submitted projects for FF Safety for items dealing with the proper cleaning of Gear and clothing to minimize cancer risk.
- Shippers Wharf Grant
 - Application for funding of Rescue Boat repairs

III. Human Resources Division

1) Recruitments

a) Internal Recruitment within Department

- Fire Captain – Written test held on April 24, 2020 at 1000 hours. Pending referred list from DHR. 15 Applicants took exam.
- Fire Equipment Operator – Written exams are scheduled for Tuesday, May 12, 2020.

b) Open-Competitive Recruitment

- Accountant I – Applicant interviewed and not selected; did not pass minimum score.
- Fire Radio Dispatcher I – DHR has referred 33 applicants that have met Minimum Qualifications. Job interest inquiry and scheduling of Realistic Job Preview orientation is in the scheduling process.
- Water Safety Officer I – Conditional offers for seven (7) applicants will proceed to pre-entry medical exams. Upon receipt of clearance, formal offers will be sent for two (2) permanent ½ time positions and five (5) summer hires all targeted for hire date of May 18, 2020.

2) Employee Development and Training

- a) All County training sessions have been postponed until further notice.
- b) New Hire Orientation – 49th Fire Fighter Recruit class completed.

3) Labor Relations

- a) Internal Investigations – certified mail to one Fire Fighter.

IV. Emergency Operations Division

AC-1

- 1) Continued to work on Operational needs for COVID-19 pandemic
- 2) COOP team selections complete and discussions have begun.
 - a) Immediately addressing the needs for COVID-19 response
 - b) Mid-long term addressing any other response planning needs
- 3) The 1st (Purchased by the Sayer Foundation) PortaCount Respirator fit testing kit has arrived, awaiting the second (County purchased unit). Training to operate the units have begun and when complete, we will begin testing our personnel.
- 4) Worked on Target Solutions National registry recertification tracking
- 5) Worked with Josh Black from CD to create an ArcGIS Survey to capture Ocean Safety Beach data electronically (Weather Conditions, Surf Conditions, beach Counts and COVID-19 park closure compliance, and Ocean Safety Beach Logs). Currently all information is tracked and submitted manually, which make it difficult to extract the information. Awaiting approval for SMART phones for Life Guard towers to be able to input and submit the data in real time.

- 6) Working with Bill Hanson from CD to utilize current DHS Grant funds to procure HAZMAT Gas monitors and Thermal Imaging cameras and closing out HAZMAT ID purchases.
- 7) Station Visitations throughout the month: Ka'ū, Central, Kaumana, Laupāhoehoe, Honoka'a, Waimea, North Kohala, South Kohala, BC-1, and BC-2.

BATTALION 1, East Hawai'i

Incidents:

- 1) 4/6, Inc. #7135; RESCUE: Two children separated from parents in Wailuku after being swept away by rapidly rising waters. Children managed to cling to rocks in the middle of the river until Chopper 1 was able to successfully extract them. Both transported to HMC for further evaluation.
- 2) 4/12, Inc. #7514; STRUCTURE FIRE: 32nd Avenue- HPP, no casualties.
- 3) 4/15, Inc. #7705; STRUCTURE FIRE: Laula Road. Due to the quick actions of personnel from Station 3, fire was contained to the lanai of the home. Estimated \$208,000 in property saved. No injuries
- 4) 4/19, Inc. #7928; BRUSH FIRE: Loke Road- HPP, a person burned a pile of rubbish and the fire spread to nearby brush, no casualties.
- 5) 4/22, Inc. #8159; STRUCTURE FIRE: Uhini Ana Rd. (Road 1- Hawaiian Acres). Two story home complete loss. No casualties. Suspicious activity noted in area prior to fire.
- 6) 4/28, Inc. #8526; STRUCTURE FIRE: Nanawale Subdivision, Shell Road, total loss to structure and contents. No casualties.

Training:

- 1) HAZMAT FRO annual refresher.
- 2) Second Quarter

Special Services/Events:

- 1) COVID 19 outbreak and subsequent preparation and management of ongoing situation
- 2) Multiple modules added to FireRMS to capture COVID19 data for internal use and NFIRS reporting with training documentation.

BATTALION 2 West Hawai'i

Incidents:

- 1) 4/16, Inc. #7764, BRUSH FIRE Dist. 7, small brush fire contained and extinguished by Company 7, BC2 also on scene.
- 2) 4/23, Inc. #8188, BRUSH FIRE: Kohala by the Sea, the 49th Recruit Class with 3 Training Cadre personnel also assisted with the fire on the initial day, 1 DPW dozer and 3 private dozers used to cut fire breaks. 400 acres burned, no structures involved. Incident operations terminated 4/25 1800 hrs. The department received messages of appreciation from the surrounding community, and donations of food and drinks periodically.
- 3) 4/23, Inc. #8232; STRUCTURE FIRE: Dist. 20, Co.20, E11, BT11, V20A.

Training and Education:

- 1) PortaCount Fit Testing training with Company 15A.

Special Services/Events:

- 1) 4/25, Company 15, COVID-19 Special Service.

SPECIAL OPERATIONS

Hazmat

- 1) HAZMAT ID units update: Kaumana In-Service training continues to be postponed due to COVID-19
- 2) Gas Monitors update: Information for requisition submitted to the Fiscal section, awaiting approval to proceed. Worked with the HazMat Captains and Vendor to identify the specifics of the type and capabilities of each monitor being requisitioned.

Ocean Safety

- 1) WSO Transfers and new hires, approved to proceed, HR working on final preparations for new hires (pre-employment screenings). Anticipated start date for new hires are May 18, 2020
- 2) Provided additional equipment to Ocean Safety guard towers to support the personnel and allow for Social Distancing at the work site. Purchased chairs, umbrellas/tents.
- 3) Providing daily reports to the Managing director regarding Beach parks attendance and compliance with the Mayor's Rule on Beach Park closures and accessibility.
- 4) Ocean Safety Captain's began testing the new ArcGIS survey and capturing data for CD. This will be a great improvement in the way our department is able to capture and provide real time data during Emergency and non-emergent events. And also provide the ability to extract the data in a manner that will provide the department's accurate statistics to use in Operations planning and justifications.
- 5) Working on updating the Ocean Safety timesheets template and other forms to increase efficiency and minimize errors.
- 6) Acquiring Email accounts for Water Safety Officers that TA to Ranked positions to allow them the opportunity to send and receive emails and access Department records on the network servers. Eventually looking at getting all Water Safety Officers their own accounts to be consistent with the rest of the department.

Rescue

- 1) Dive Rescue International refresher Training still postponed until COVID-19 subsides
- 2) Continue to work on RB7-7 retrofit, looking to apply for a Grant to fund the cost of the repair work.
- 3) AC Okinaka continues to work with the Rescue stations to accurately track maintenance and inventory records. Also addressing the miscellaneous needs

of each station with regards to equipment and apparatus repair and maintenance.

V. Support Services Division

TRAINING:

- 1) 49th FFR class completed Rescue systems, Wildland training and Pro Board FF1 written exam & FF1 & FF2 Skills testing
- 2) 49th FFR class also passed the Essentials 7th edition final exam
- 3) 48th FFR class completed their EMT class and all have passed their NREMT written exam and skills testing
- 4) 48th FFR class has also completed the classroom portion of driver training and have moved on to closed course and driving hours.
- 5) The development of the burn trailer site as a Joint Fire Training Center with HFD and ARFF continues to make progress, props for FF training developed and installed on site and currently working on a donation of shipping containers.

VOLUNTEER TRAINING:

- 1) Captain Carl Pires temporarily assigned full-time as a Rescue Captain at Station 2.
- 2) Captain Nathan Wilson temporarily assigned full-time to the County's COVID task force and has done over 100 site visits to inspect essential businesses.
- 3) Volunteer monthly drills have been suspended through the end of May, but Captain Wilson and Captain Pires are still answering phone calls, text messages, and emails from the volunteers and supporting them to the best of our ability.
- 4) Volunteers are still responding to emergency calls.

EMS BUREAU:

- 1) Training and Education:
 - Education meetings with county agencies at WHCC – multiple dates
 - BLS CPR recertification class for Dept. Of Health PHN
 - Heartsaver CPR for dispatch
 - Supported KCC with EMT training and for 1 week
 - NREMT Pearson View testing and NREMT skills testing prep
 - Coordinated and implemented NREMT skills testing
 - First time HFD has ever coordinated and implemented this testing
 - 48th Fire Recruit class has completed state and national testing
 - Awaiting licensing (we are assisting with NREMT & DCCA lic. Process)
 - Assisting KCC with MICT internship scheduling
 - Assisted with early relocation of MICT interns back to Hawaii Island due to CIVID – 19
 - Working on scheduling and curriculum for upcoming EMT retraining classes

- Hands Only CPR classes have been on temporary standby due to COVID – 19
 - Schools all currently doing distance learning
 - Training and delivery of new equipment to line personnel
 - LUCAS compression device. This equipment went to Medic 9 & 11 in support of our STEMI pilot program
 - Video Laryngoscopes to all medic units
 - Pediatric ceritidose administration device. This will assist with pediatric medication administration
 - Pediatric restraints from the SDOH
 - EMT Class books for the 49th Fire Recruit class is ordering process
- 2) Projects and Misc:
- Heart Safe Community - On hold at this time due to COVID – 19
 - Multiple home visit done for CP program
 - Assisted with construction of homeless shelter.
- 3) Meetings:
- Attended Vibrant Hawai‘i meeting
 - Community health and employee support with mental health
 - Zoom meeting for mental health / education / addressing burnout & compassion
 - Zoom meeting with KCC for upcoming MICT class in August
 - Budget meeting
 - Dealing with FY '21 increase and funding impact assessments
 - Phone conference with Braun Northwest Ambulance company
 - Updates on current ambulance builds
 - FERNO
 - Working on gurney and KKK compliant installation equipment purchase. We had an issue with tax cost. We will drop shop these items here in Hilo due to cheaper process
 - Phone meeting with Motorola
 - Working on radio quotes for medics and new EMS SUV
 - EMS Bureau meeting
 - Phone conference with medical directors on STEMI and multiple transfer issues
 - AMR was also involved with these conversations
 - Meeting with Civil Defense
 - Warehouse operations and PPE update.
- 4) Grants:
- Decision was made not to move forward with the SAMSHA grant
 - Due to lengthy information and support for the amount of money being offered
 - Continuing to move forward with CPS and Edraulic equipment grants.
 - WHCHC Grant
 - EMS SUV for West HI from WHCHC grant. Final bid specs reviewed and signed.
 - Equipment to support our CP program is currently being ordered

- Equipment to support our Project Lifesaver program will be purchased
- 5) Events cancelled due to Covid-19:
- Konawaena HS career day
 - Quarterly TPOPP at NHCH
 - Stop the Bleed classes with Lori Cannon
 - Waiākea HS Health Pathways senior project presentation night – EMS Bureau involved with evaluations.
- 6) Covid:
- COVID education at WHEP with Hope Services
 - Assisting with multiple screening events across Hawai‘i Island
 - Homeless outreach with COVID education throughout Hawai‘i Island
 - We continue following up with multiple possible CV cases with all hospitals. This occurs on a daily basis. Communication with all 3 base stations have been better.
 - Assisting with 4 HFD personnel on quarantine. Projected return to work is 4/24/20 if they are symptom free. This will satisfy the 14 day quarantine set forth by Dr. Jones and SDOH.
 - Assisting with operational protocols from the SDOH. This was pushed out to operations
 - Preparing operational protocols with anticipation of increased demand from pandemic issue. Treat no transport information / response protocols. Dispatching protocols. Multi agency response and collaboration.
 - PPE tracking
 - Submitting daily reports to SDOH
 - Federal tracking
 - HFD tracking
 - PPE supply - Working with multiple vendors
 - Working with county purchasing dept. for PPE
 - Working with medical directors
 - COVID response
 - Transfer issues
 - Return to work protocols
 - COVID testing and tracking
 - Family support for HFD personnel being affected by CV
 - Assisted with homeless encampment demolition in downtown Hilo
 - Assisted COVID TF with operational / response concerns
 - Assisted with private business employee screening questions / recommendations of best practice.

PREVENTION BUREAU:

- 1) The Fire Prevention Bureau conducted 45 inspections.
- 2) The Fire Prevention Bureau reviewed 51 construction plans.
- 3) The Fire Prevention Bureau Investigated 3 fires.
- 4) Smoke Alarm Program is currently running with assistance from the Red Cross. They have an order for 500 additional devices from the Red Cross.

- 5) The Fire Prevention Bureau is looking to certify personnel as a NFPA Fire Inspector I. The certification is accredited by Pro Board.
- 6) The Fire Prevention Bureau was awarded a grant to purchase nine (9) ipad's from FM Global.
- 7) 2 Personnel has recently been accepted for training at the National Fire Academy. However, dates have been postponed due to the COVID-19 situation.

AUXILLIARY SERVICES:

- 1) Covid-19 actions:
 - Warehouse is still closed to outside visitation
 - Dispatch is still closed to outside visitation
 - Stood up a fifth console to allow for an isolated dispatch position. Currently working on changing desk to ergonomic height adjustable and installing three monitor video card.
- 2) Computer replacement project for stations
 - Replaced computers for EMS Bureau
 - Replaced Computer for STN 1
 - Working on STN 19's replacement
 - Working on continuing project.
- 3) Purchases/Repairs/Replacement's in March
 - STN 16, waiting on quote to repair exhaust muffler, station personnel will be submitting a parts list, no change since last month.
 - STN 5 broken MSA G1 backpack. Waiting on parts, ordering through LN Curtis.
 - STN 6 completed the replacement of their storage shed.
 - STN 10 flagpole repair is proceeding.
- 4) Dispatch
 - Rapid SOS has launched Jurisdiction view. Still waiting on jurisdictional approval.
 - Realistic Job preview coming up in May, planning on interview towards the middle of May and selection and hiring in June, start date is expected June/July.
 - Thanks to FF Wiley for creating T-Shirts for National Telecommunicator Week, and all the Stations and individuals that sent in their thanks and the variety of Food and Gift cards for our Dispatchers.
- 5) Station 11 received delivery of the E11 equipment.
- 6) Random Access Memory upgrade project
 - Installing additional RAM (4gb) for HP Pro Desk 600's, about 50% completed.
- 7) 49th class PPE was ordered.
- 8) Warehouse Re-organization project – progress has been made in the continuation of the Volunteer/Used storage goods area. Two additional pallets of bunker gear have been brought back for sorting and stock.

Electronics area and 1/2 of office goods section were resorted and stocked for better access.

9) Active 911 Project (Bryx Replacement Project)

- No progress. HPD hiring new person May 1st, will be following up in Mid-May when they have established new staff.

10) The following Projects are on hold due to the Covid-19

- Working on Volunteer Website Pages
- Working on a contract to add Bullard wipes for after scene decon, and Bullard care kits to contract to issue with the new FXR350 helmets.
- POE Switch Project
- Mobile Data Terminals Project
- Plymovent Repairs Project

Maintenance Shop

Apparatus and Equipment repair:

- 81 total repairs/service
- 26 service calls or trouble calls
- 5 contracted out and tows

VI. New Projects/Business

- Continue to Work with DPW, Council, and Finance to replace the roof at the Pāhala Fire Station.
- Working with DPW, HPD, and Mayor's office for new Civil Defense, Police, and Fire Radio Communications Center.
- Continual Coronavirus assistance.

VII. Employee/Public Relations

- As indicated above in Section Reports.