

C. Kimo Alameda, Ph.D.
Mayor

William V. Brilhante Jr.
Managing Director

Merrick Nishimoto
Deputy Managing Director



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Rick Porter, Member
Rollin Rabara, Member
Carlene Wolf, Member
Eric Inouye, Member

COUNTY OF HAWAI'I Fire Commission

Office of the Corporation Counsel, 101 Aupuni Street, Suite 325 • Hilo, Hawai'i 96720
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SPECIAL MEETING AGENDA

Notice is hereby given of the following matters to be considered by the Fire Commission of the County of Hawai'i (Commission) in accordance with the provisions of Hawai'i Revised Statutes (HRS) § 92-7. Additional meeting instructions and information are located at the end of the agenda.

DATE: THURSDAY, AUGUST 6, 2026

TIME: 9:00 A.M.

PLACE: WEST HAWAI'I CIVIC CENTER
COUNCIL CHAMBERS, BUILDING A
74-5044 ANE KEOHOKĀLOLE HIGHWAY
KAILUA-KONA, HAWAI'I 96740

ATTENDING THE MEETING AND ORAL TESTIMONY:

The Commission will be meeting remotely using interactive conference technology pursuant to Hawai'i Revised Statutes (HRS) § 92-3.7. The public may either attend and testify in person at the physical location identified above or remotely using the Zoom remote meeting link below.

If audiovisual communication cannot be maintained with all Commissioners participating, with the public physical meeting location or remote public broadcast, the meeting will be automatically recessed for up to thirty (30) minutes to attempt to restore audiovisual communication. The meeting will reconvene if either audiovisual communication or audio-only communication is restored within thirty (30) minutes. If the meeting is reconvened, remote participants may need to re-enter the meeting using the Zoom remote meeting link below. If the meeting cannot be reconvened within thirty (30) minutes, the meeting will be automatically terminated.

Zoom remote meeting link: <https://www.zoomgov.com/j/1658337569>

Zoom ID: 165 833 7569

Although not required, those intending to testify remotely may register in advance by emailing Emily.Hirayama@hawaiicounty.gov prior to the meeting, and those intending to testify in person may sign up with the Commission secretary at the meeting.

In accordance with HRS § 92-3, interested persons who want to provide oral testimony may do so at the time public statements are called for at the top of the agenda or at the time the agenda item is called. Public testimony may be limited to five (5) minutes in length per agenda item per testifier consistent with Rule 5(B)(1)(a) of the Rules and Regulations of the County of Hawai'i Fire Commission (Fire Commission Rules). Please state the agenda item you are testifying on before you begin. If participating remotely, please set your settings to mute, except while testifying. To testify remotely, use the "Raise Hand" function in Zoom when the Chair calls for testimony on your item. The host will unmute you when it is your turn.

I. CALL TO ORDER AND ROLL CALL

II. PUBLIC STATEMENTS ON AGENDA ITEMS

Interested persons wishing to provide testimony on any agenda item may do so now or at the time the applicable agenda item is called.

III. BUSINESS

A. Consideration of the Process to Appoint a Permanent Fire Chief

The Commission will consider the process for interviewing, selecting, and appointing a permanent Fire Chief in accordance with Rule 11 of the Fire Commission Rules. As to each subject described below, the Commission may discuss, deliberate, decide, and take action, including action to affirm, amend, rescind, or replace any decision previously made.

1. **Written assessment and oral interview procedures**, including format, duration, materials and equipment, proctoring and safeguards, order of candidates, time limits, candidate arrival and attendance, who poses the questions, follow-up questions, and reasonable accommodations for candidates.
2. **Evaluation criteria and scoring**, including the rating scales and the points allocated to each criterion, descriptors for score levels, written justification of scores, and Commissioner participation in and eligibility to score each portion of the process.
3. **Selection methodology and voting**, including the use of scores to determine the appointment or to establish a pool of finalists, the composition of any such pool, the order of business for scoring, deliberation, and voting, the procedure if no candidate receives the required number of votes, and whether and how Commissioners state the basis for their votes.
4. **Notice to candidates**, including contents, timing, manner of distribution, and the release of candidate names.
5. **Schedule, location, and notice of proceedings**, including the dates, times, and locations of the written assessment, the oral interviews, and any meeting

necessary to complete the appointment, and options for public viewing of the proceedings.

6. **Post-selection procedures**, including the sequence of selection, conditional offer, verification, and appointment, the terms of a conditional offer, the effective date of appointment and the transition from the Temporary Fire Chief, the announcement of the selection, and notice of the outcome to the candidates.

The subjects and examples described above are not exhaustive, and the Commission may discuss and act on matters within each subject described above, including procedural and implementing matters necessary to give effect to any decision made under this item.

IV. EXECUTIVE SESSION (CLOSED TO THE PUBLIC)

A. Relating to Agenda Item III(A) - Consideration of the Process to Appoint a Permanent Fire Chief

The Commission anticipates convening an executive session pursuant to HRS §§ 92-4 and 92-5(a)(4) to consult with the Commission's attorney on questions and issues pertaining to the Commission's powers, duties, privileges, immunities, and liabilities relating to Agenda Item III(A), including the legal requirements applicable to the process for interviewing, selecting, and appointing a permanent Fire Chief, and to each of the subjects described in Agenda Item III(A)(1) through (6).

V. RETURN TO OPEN SESSION AND EXECUTIVE SESSION REPORT

Upon reconvening in open session, the Commission, through its attorney, will provide the executive session report in accordance with HRS § 92-4(b).

The Commission may return to Agenda Item III(A) for further discussion, deliberation, decision-making, and action.

VI. AGENDA ITEMS FOR NEXT MEETING

Consideration of items to be placed on the upcoming agenda.

VII. ANNOUNCEMENTS

VIII. ADJOURNMENT

Additional Meeting Instructions and Information

Submitting Written Testimony: Those wishing to submit written testimony at the meeting are requested to bring ten (10) copies for distribution. Written testimony may also be submitted prior to the meeting by: (1) mail to Fire Commission c/o Office of the Corporation Counsel, 101 Aupuni Street, Suite 325, Hilo, Hawai'i 96720; or (2) by email to Emily.Hirayama@hawaiicounty.gov. Please submit separate testimony for each item and indicate which agenda item your testimony pertains to. All oral and written testimony will be public record.

Notice to Lobbyists: If you are a lobbyist, you must register with the Hawai'i County Clerk within five (5) days of becoming a lobbyist in accordance with Hawai'i County Code (HCC) § 2-91.3(b). A "lobbyist" means "any individual engaged for pay or other consideration who spends more than five hours in any month or \$275 in any six-month period for the purpose of attempting to influence legislative or administrative action by communicating or urging others to communicate with public officials." HCC § 2-91.3(a)(6). Registration forms and expenditure report documents are available at the Office of the County Clerk, 25 Aupuni Street, Room 1402, Hilo, HI 96720.

Board Packet: Pursuant to HRS § 92-7.5, if there is a board packet for this meeting, it is available for public inspection at least three full business days before the meeting date, during regular business hours, at the Office of the Corporation Counsel, 101 Aupuni Street, Suite 325, Hilo, Hawai'i 96720, and may also be accessed online at <https://www.hawaiicounty.gov/departments/fire/fire-commission>.

Special Assistance: The in-person location for this meeting is accessible to persons with disabilities. If you require an accommodation or auxiliary aid/service or other accommodation due to a disability, contact the commission's secretary by phone at (808) 961-8251 or by email at Emily.Hirayama@hawaiicounty.gov as soon as possible, preferably three (3) days before the meeting date. Requests made as early as possible have a greater likelihood of being fulfilled. Upon request, this notice is available in alternate/accessible formats.