

Harry Kim
Mayor



Dixie Kaetsu
Managing Director

Barbara J. Kossow
Deputy Managing Director

HAWAI'I COUNTY FIRE COMMISSION

C/O 25 Aupuni Street #217, Hilo, Hawai'i 96720

Phone: 961-8317; Fax: 933-1521

Email: Firecomm-agenda@co.hawaii.hi.us

MEETING NOTICE

DATE: Wednesday, November 12, 2008
TIME: 10:00 a.m.
PLACE: Aupuni Center Conference Room, Aupuni Center
101 Pauahi Street, Hilo, Hawai'i

AGENDA

CALL TO ORDER

ROLL CALL

STATEMENTS ON AGENDA ITEMS (Open to the Public)

APPROVAL OF MINUTES

- Minutes of the October 8, regular and executive session meeting.

APPROVAL OF WRITTEN COMMUNICATIONS

- Communication No. 08-06, from Lincoln Ashida – letter of commendation regarding a Fire Inspector who provided aid to a cardiac arrest victim.

CHIEF'S REPORT

- Budget
- Alternative Funding and Grants
- Capital Improvement Projects
 - *Makalei Fire Station*
 - *Pahoa Fire Station*
 - *Fire Administration and Support Facility*
 - *Central Fire Station*
 - *Central Fire Station-Retrofit Project*

Hawai'i County is an Equal Opportunity Provider and Employer

Commissioners: John Bertsch, Stephen Bowles, James Browne,
Karen Kudlo, Wil Okabe, Henry Pomroy, Jr., Kaloa Robinson, Bill Rosehill

- *Captain Cook Fire Station*
- Promotions and Hiring
 - *Open-Competitive Recruitment*
 - *Internal Recruitment*
- Emergency Operations Division
 - *Ocean Safety Bureau*
- Support Services Division Updates
 - *Fire Auxiliary Services Bureau*
 - *Warehouse Section*
 - *Maintenance Shop Section*
 - *Volunteer Section*
 - *Emergency Medical Services Bureau*
 - *Prevention Inspection Bureau*
 - *Training Bureau*
- New Projects/Business
- Employee/Public Relations

NEW BUSINESS

- 2009 Fire Commission meeting schedule – Reschedule November meeting (Veteran’s Day Holiday).
- Update on Hawai’i Statewide Fire Commission Meeting.
- Distribution of Annual Fire Chief’s Evaluation Form.

EXECUTIVE SESSION

To consider discipline and charges against employees of the Hawai’i County Fire Department, and to conduct an annual performance evaluation of the Fire Chief, where consideration of matters affecting privacy will be involved and a closed session is requested.

- Discussion regarding the submittal of a letter dated August 12, 2008, from an anonymous source regarding the “chiefs” job performance having an adverse effect on the Department’s moral.
- Discussion regarding the submittal of letters dated August 3, and August 25, 2008, relating to the job performance of a Volunteer Fire Chief.
- Discussion regarding the submittal of a letter dated October 15, 2008, relating to a request for employment reinstatement.
- Fire Chief’s Evaluation.

COMMITTEE REPORTS

Budget & Finance (Bowles)
 Office Management and Staffing (Bertsch)
 Rules and Policies (Rosehill)

Public Relations (Pomroy/Bertsch/Browne)
Training and Education (Kudlo)

ANNOUNCEMENTS

- The next meeting is scheduled for Wednesday, December 10, 2008, at 10:00 a.m., in the Liquor Control Conference Room, Kona Center Building, 75-5722 Hanama Place, Suite 1170, Kailua-Kona, Hawai'i
- Set agenda for December 10, 2008, meeting.
 - Dream Come True Program – Report Provided by Eric Kunitomo.

ADJOURNMENT

NOTE: If you require an accommodation or auxiliary aid and/or services to participate in this meeting (i.e., sign language interpreter, large print, etc.) please call 961-8297.
Thank you.

Notice to Lobbyists: If you are a lobbyist, you must register with the Hawai'i County Clerk within five days of becoming a lobbyist. {Article 15, Section 2-91.3(b), Hawai'i County Code} 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." {Article 15, Section 2-91.3(a)(6), Hawai'i County Code} Registration forms and expenditure report documents are available at the Office of the County Clerk-Council, 25 Aupuni Street, Hilo, Hawai'i 96720.