

William P. Kenoi
Mayor



John M. Bertsch
Chair

Bill Rosehill
Vice-Chair

HAWAI'I COUNTY FIRE COMMISSION

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

Phone: 961-8316; Fax: 933-1521

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

REGULAR SESSION - MINUTES **June 10, 2009** **Liquor Control Conference Room** **Kailua-Kona, Hawai'i**

CALL TO ORDER

The meeting was called to order by Chair Bertsch at 10:20 a.m.

ROLL CALL

PRESENT:

John Bertsch, Chair
Stephen Bowles
James Browne
Kaloa Robinson
Bill Rosehill

Excused: Henry Pomroy, Jr.

A quorum was present.

ALSO PRESENT:

Bill Brillhante, Deputy Corporation Counsel
Tom Brandt
Kaycie Carter
Glen Honda, Deputy Fire Chief
Chelsea Jensen
Laurie Kaneta
Darryl Oliveira, Fire Chief
Noni Sanford

Hawai'i County is an Equal Opportunity Provider and Employer

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

STATEMENTS ON AGENDA ITEMS (Open to the Public)

None

APPROVAL OF MINUTES

Commissioner Bowles moved to accept the March 11, 2009, regular session minutes. The motion was seconded by Commissioner Rosehill and unanimously carried.

APPROVAL OF WRITTEN COMMUNICATIONS

Commissioner Robinson moved to accept communication No. 09-02. The motion was seconded by Commissioner Bowles and unanimously carried.

CHIEF'S REPORT

Chief Oliveira introduced Dr. Frank Sayre founder of the Daniel Robert Sayre Memorial Foundation. He explained that Dr. Sayre and his wife Laura created the Daniel Robert Sayre Memorial Foundation in honor of their son who lost his life tragically in a hiking incident. The foundation supports and contributes significant donations to the Fire Department. Chief Oliveira stated that the Sayre Foundation in partnership with the Ironman Foundation recently donated a truck to the volunteers in Kailua-Kona. Annually, the Sayre Foundation hosts the Daniel Robert Sayre Memorial Foundation Recognition Dinner. This event honors members from the Hawai'i Fire Department who go above and beyond the call of duty.

Dr. Frank Sayre addressed the Hawai'i County Fire Commission and praised the professionalism of the HFD's operations.

Budget:

- FY 2009/10 Budget: The Mayor and the County Council approved the department's budget submittal. The program budget identified a 10 percent reduction in the department's OCE accounts. The reductions will not affect operations or safety. Also, the County Council approved funding to establish two part-time ocean safety lifeguard positions for Punalu'u Beach Park. The department will fund these positions with other vacant position funds within the department.

Alternative Funding and Grants

- FEMA FY 2009 Assistance to Firefighters Fire Station Construction Grant: The grant application submittal begins on June 11, 2009, at 9:00 a.m. There is a cap of five million dollars per Fire Station. The grant requires

Chief Oliveira stated that the Makalei Fire Station would be an ideal project for this grant. He will keep the Fire Commission informed on the status of the grant.

- State Department of Transportation Safe Highways: Submitted grant for 25 EZIO units to establish IV access and 20 digital cameras for medic units. The department will place the unit on each ambulance islandwide.
- FEMA FY 2009 Assistance to Fire Fighters Grant: Application submitted to acquire 254 turn out coats and 251 pants. Total grant is \$379,672. (\$303,738 plus \$75,934 County match).

Capital Improvement Projects

- Makalei Fire Station: In April, the Fire Department met with the Planning Department, GKK Makalei, and the Office of the Corporation Counsel to discuss modifications to the property deed. The amendments were completed and returned to the Mayor's office on June 2, 2009 for approval. Once the Mayor and the property owner signs, the parcel will be transferred to the County. The Department of Public Works Engineer advised the department that if everything runs smoothly it is likely that the bid for construction will go out this summer.
- Pahoia Fire Station: Pre-final inspection conducted. Working with the Department of Public Works Engineering Division to correct the punch list discrepancies. Targeting move at the end of June or early July.
- Fire Administration and Support Facility: The original funding of \$8.6 million appropriated for this project was redirected to other priority projects. Funding may be revisited in the future as the economic situation improves.
- Captain Cook Fire Station: ADA and hazard abatement was completed. Presently working with the Department of Public Works in order to replace the station's windows.
- Pa'auilo Volunteer Fire Garage: On May 15, 2009, Chief Oliveira met with the Pastor and the parishioners of Our Lady of Lourdes Church to discuss the possibility of establishing a volunteer garage on its property.

Promotions and Hiring

Open-Competitive Recruitment

- Ocean Safety: The seasonal hires for Water Safety Officer I positions were hired on June 1, 2009.

Internal Recruitment

- Fire Captain: Promotions will be effective June 16, 2009.
- Fire Equipment Operator: Promotions will be effective June 16, 2009.
- Fire Rescue Specialist: Promoted on June 1, 2009.

- Fire Prevention Captains: Promoted on May 1, 2009.

Chief Oliveira informed the Fire Commission that a number of 13 employees are expected to retire by the end of June. These employees indicated that their decision to retire was based on the uncertainty of the Legislature's proposed bills.

Emergency Operations Division

Ocean Safety

Report provided by Captain Chris Stelfox

- Recruitments: Department of Human Resources approved the reopening for Water Safety Officer I seasonal hire positions in East Hawai'i. Presently there are no vacancies in West Hawai'i. As mentioned earlier, the County Council approved funding for two half-time lifeguard positions at Punalu'u Black Sand Beach.
- Junior Lifeguard Program: Mr. John R. Clark is working on a standardized curriculum to use throughout the State of Hawai'i. Once the curriculum is standardized, the certification program will be recognized statewide. Individuals wanting to pursue a career in Ocean Safety will be able to receive certification.
- PA system warnings: There is consideration to integrate both the PA systems with the department's radio operations. This will allow the lifeguards the capability of reaching a wide audience when making public announcements. Hapuna Beach is an ideal beach to implement this type of service because the lifeguards will be able to warn the public about dangerous shore break conditions. There is consideration to have the Civil Defense Agency assist with funding.
- Beach Safety Awareness Program: Recently implemented community outreach program in West Hawai'i schools. The program has reached approximately 530 students ranging from Kindergarten through seventh grade. Water Safety Officer Ken Fisher is the program coordinator. Mr. Fisher visits the schools and provides children with the fundamental aspects of ocean safety. Hopeful to expand the program islandwide.
- Letter of commendation: A commendation letter from the ATA Division Chief was sent to the Ocean Safety personnel who won first place in the 2009 Hawai'i Lifeguard State Challenge. Chair Bertsch requested that a copy be provided to the Fire Commission.

Support Services Division

Emergency Medical Services Bureau

- Pandemic Flu and Bloodborne Pathogen training: Conducted training for the entire Operation, Support and Administrative staff.
- Working in partnership with AMR Hawai'i to develop a mutual aid system to incorporate and improve the 911 system. This will allow them to respond to the Basic Life Support incidents.

Fire Auxiliary Services Training Bureau

- 38th Firefighter Recruit class: 10 Firefighter recruits continue with EMT-B training. Three recruits were licensed and are going through the evaluation process.

Volunteer Section

Report provided by Volunteer Fire Chief Tom Brandt

- Station 19A was cleaned and pressure washed.
- Station 19A will participate in the Fourth of July parade.
- Volunteer Company Officer's meeting: Tentatively scheduled for August 23, 2009. The location and time will be advised at next month's meeting.

New Projects/Business

- UXO Issues-Waikoloa: West Hawai'i Battalion Chief continues to work with the Corp of Engineers in an effort to identify key access roads. An aerial and on the ground GPS will be conducted in order to update maps. Commissioner Browne will attend the next meeting in Waikoloa.
- Replacement Chopper 1: The bid opened on June 15, 2009. MacDonald Douglas (the manufacturer) submitted a bid. Hopeful that the vendor will submit a proposal bid for a trade of the existing aircraft which could reduce the price of the new aircraft.
- 2009 Hawai'i Fire Chief's Association Conference: Event will be held at the Hilton Waikoloa Village, on November 19-21, 2009. The Fire Department will be coordinating the Hawai'i Statewide Fire Commission meeting to coincide with the event.

Employee/Public Relations

- Reuse a Shoe Project: In partnership with the Department of Education over 4000 shoes were collected and kept out of the landfills. The recycling program was sponsored by Nike.
- EMS Week: Held on Sunday, May 24, 2009, at Liliuokalani Gardens. It was a very successful event with over 700 participants. All proceeds will go to the American Cancer Society and to a Hawai'i County Firefighter battling cancer. Appreciation was offered to Commissioner Robinson and Chair Bertsch who participated.

NEW BUSINESS

- Status on New Commissioners.

Chair Bertsch advised the Fire Commission that newly appointed Fire Commissioner Louis Kaiwi will be attending the July meeting. He was unable to attend the meeting due to scheduling conflicts.

Chair Bertsch mentioned that Commissioner Pomroy will be returning to the Fire Commission meetings.

- Commissioner training plans.

Chair Bertsch stated that it is necessary to brief new members on their duties and responsibilities.

Commissioner Bowles reminded the commission that the Fire Department was working on an introductory manual for new Fire Commissioners.

Chair Bertsch remarked that Mr. Kaoiwi's experience as a charter member will be beneficial to the commission.

UNFINISHED BUSINESS

- Warehouse Familiarization trip to 466 Kinoole Street, Hilo, for the purpose of observing operations.

Chair Bertsch stated that the warehouse familiarization was deferred several times due to cancelled meetings.

Chief Oliveira suggested arranging a PowerPoint presentation.

Chair Bertsch reminded the commission that the reason the visit was postponed was because the address was not on the agenda and due to a lack of quorum. This should no longer be the problem. He recommended that the commission visit additional facilities in the future.

- Fire Chief's Evaluation.

Deputy Corporation Counsel Brilhante explained that in order for the commission to go to executive session there would need to be a unanimous vote of its five present members.

MOTION TO GO TO EXECUTIVE SESSION

Commissioner Bowles made a motion to conclude the evaluation of an employee of the Hawai'i County Fire Department where consideration of matters affecting privacy will be involved and a closed session is requested. The motion was seconded by Commissioner Robinson and unanimously carried.

The regular session ended at 11:25 a.m.

The regular session convened at 11:43 a.m.

COMMITTEE REPORTS

Budget & Finance (Bowles) No report.

Office Management and Staffing (Bertsch) No report.

Rules and Policies (Rosehill) No report.

Public Relations (Pomroy/Bertsch/Browne) No report.

Training and Education: No report

ANNOUNCEMENTS

- The next meeting is scheduled for Wednesday, July 8, 2009, at 10:00 a.m., in the Aupuni Center Conference Room, Aupuni Center, 101 Aupuni Street, Hilo, Hawai'i
- Set agenda for July 8, 2009, meeting.

ADJOURNMENT

At 11:54 a.m., Commissioner Browne made a motion to adjourn the meeting. Commissioner Rosehill seconded the motion and it was unanimously carried.

SUBMITTED BY:

KAYCIE A. I. CARTER
Secretary