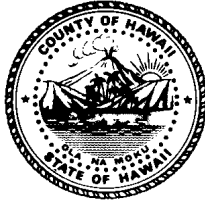


Harry Kim  
Mayor



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: 961-8316; Fax: 933-1521

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

### REGULAR SESSION - MINUTES

July 9, 2008

Aupuni Center Conference Room

Hilo, Hawai'i

#### CALL TO ORDER

The meeting was called to order by Chair Okabe at 10:00 a.m.

#### ROLL CALL

#### **PRESENT:**

John Bertsch  
Stephen Bowles  
James Browne  
Karen Kudlo  
Wil Okabe, Chair  
Henry Pomroy, Jr.  
Kaloa Robinson

Excused: Bill Rosehill

A quorum was present.

#### **ALSO PRESENT:**

Tom Brandt  
Diane Noda, Deputy Corporation Counsel  
Kaycie Carter  
Laurie Kaneta  
Darryl Oliveira, Fire Chief  
Robert Perreira & Kaimi  
Noni Sanford  
John Kapsky

*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

The Fire Commission welcomed newly appointed Fire Commissioner Kaloa Robinson.

**STATEMENTS ON AGENDA ITEMS** (Open to the Public)

None

**APPROVAL OF MINUTES**

Commissioner Kudlo moved to accept the June 18, 2008, regular session minutes. The motion was seconded by Commissioner Pomroy and unanimously carried.

**APPROVAL OF WRITTEN COMMUNICATIONS**

Commissioner Bowles moved to accept communication numbers 08-04. The motion was seconded by Commissioner Pomroy, Jr., and unanimously carried.

**CHIEF'S REPORT**

Chief Oliveira welcomed Commissioner Kaloa Robinson to the Hawai'i County Fire Commission.

- Arson Canine Demonstration provided by Fire Inspector Robert Perreira.

Fire Inspector Perreira explained that he and his K-9 partner Kaimi (Hawaiian word for "the Seeker"), are Hawai'i's first arson K-9 team. Kaimi is a one year old yellow Labrador/Golden Retriever. They both completed a five week canine-accelerant detection school sponsored by State Farm Insurance and were certified as a team by the Maine Criminal Justice Academy in Maine. The arson canine program is funded by State Farm Insurance Companies and is available to fire departments and law enforcement agencies across the United States. The cost to acquire Kaimi and provide training to him and Perreira was approximately \$23,000. According to Fire Inspector Perreira, the only cost to the County is the dog's upkeep and ongoing daily canine training. Kaimi goes home with him every night, and is part of his family. He pointed out that while State Farm donated the arson canine and sponsored the training of dog and handler, they don't work for the insurance company or investigate fires at their request. The investigations are part of their duties in the Hawai'i Fire Department, and they work together with the Hawai'i County Police Department and the Office of the Prosecuting Attorney.

Fire Inspector Perreira entertained questions from the Fire Commission and concluded with a few demonstrations.

## Budget

- FY 2008/09 Budget: The County Council did not override the Mayor's veto on the budget. Therefore, effective July 1, 2008, the Fire Department will adhere to its status quo budget. The Mayor approved the Fire Department's supplemental budget request for \$1.6 million to replace its search and rescue helicopter.

## Alternative Funding and Grants:

- FEMA FY 2004 Assistance to Fire Fighters Grant: (Burn Trailer) Received word from the State Department of Transportation that the agreement was approved by the Attorney General's Office and the FAA.
- FEMA FY 2007 Assistance to Fire Fighters Grant: (Video Teleconferencing Equipment) Committee members are finalizing and submitting the bid proposal this month. Expecting to begin installation by the end of the year.
- FEMA FY 2007 Fire Prevention and Safety Grant: Status quo. No new update.
- FEMA FY 2008 Assistance to Fire Fighters Grant: (Health/wellness program) Received a preliminary notification from the U.S. Fire Administration that indicated a favorable review of the grant application.
- State Department of Transportation Safe Highways Grant: Awaiting notification of award.

## Capital Improvement Projects:

- Makalei Fire Station: Gramercy Corporation (GKK Makalei LLC) has maintained ownership of the property. Awaiting subdivision of the parcel.
- Pahoia Fire Station: Targeting opening date for September 2008.
- Fire Administration and Support Facility: Still in the design phase. Meeting regularly with the Police Department's representatives and the Radio Communication's consultants in order to make certain that the facility will accommodate both the Fire and Police Department's communication needs. Once the plans are completed, they will be provided to the Fire Commission.
- Central Fire Station: Awaiting the Department of Housing and Urban Development review and response on the approval of the Lanakila land transfer.
- Captain Cook Fire Station: Bids are expected to be opened by the end of the month. Anticipating awarding the contract and beginning construction before the end of the year.

## Promotions and Hiring

Active Recruits include:

### Open-Competitive Recruitment

- Fire Fighter Recruit: The announcement was posted in June. The written exam will be administered in August and followed by the Physical Agility test in September. The Fire Commission is welcome to participate.

## Internal Recruitment

- Fire Equipment Operator: Recently conducted the written exam. Currently preparing for the upcoming assessment center exercises. The Maui Fire Department requested an HFD representative participate with its Battalion Chief Assessment center. Deputy Chief Glen Honda served on the panel and gained new ideas on how to improve the department's present exercises.
- Fire Captain: Internal recruitment posting scheduled May 16 through May 26, 2008 was suspended in order for candidates to receive first responder recertification.
- Accountant I: Internal recruitment will be posted from July 14 through July 28, 2008.

## Emergency Operations Division

- All line operation personnel submitted Incident Command System certificates to the Training Bureau. Nearly all personnel completed the ICS 100, 200, 700, 800 level courses.
- Missing aircraft was located in the Kau district after a five day extended search.
- Missing opihi picker's remains were found in Kau district.
- Assistant Chiefs and Battalion Chiefs are presently attending the Incident Command System 300 course, July 7-9, 2008.

## Ocean Safety report provided by Captain John Kapsky.

- Five temporary contract positions were filled. These individuals will be employed from June 2, 2008 through August 15, 2008.
- As of June 2, 2008, all East Hawai'i beach park towers are being manned seven days a week. These parks include Onekahakaha, Carlsmith (Four Miles), Leleiwi, Richardson, Honolii, Ahalanui (Warm Ponds), and Isaac Hale (Pohoiki) Beach Park.
- Three towers will be delivered in September.
- Two permanent Water Safety Officer Positions were filled on June 2, 2008. All East Hawai'i vacancies have been filled.
- Will be filling three part-time vacancies in West Hawai'i. Candidates are scheduled to take a Physical Agility test on August 5, 2008.
- Summer Junior Lifeguard Program began two week session on June 7, 2008. Approximately 100 children, ages 12-17, participated islandwide. Programs were offered at Puna, Hilo, Hapuna, and Kailua.

Chief Oliveira praised the Junior Lifeguard Program.

## Support Services Division

### Volunteer Section

Report provided by Tom Brandt.

- Tom Brandt will continue as Volunteer Fire Chief for an additional year.

- 4<sup>th</sup> of July Volcano event went well. Civil Defense Agency participated, along with three new volunteers.
- Volunteer Fire Chief's meeting will be held at the Emergency Operations Center on August 23, 2008, at 10:00 a.m. Sponsored by Civil Defense Administrator Quince Mento.

Chief Oliveira commended Volunteer Fire Chief Brandt for his dedication and commitment to the Fire Department. He mentioned that Volunteer Firefighter Noni Sanford is the acting Chair of a committee created to pursue Polo Shirts for the volunteers. Councilman Pilago may assist with the purchase.

#### Emergency Medical Services Bureau

- Battalion Chief Ralph Yawata served on the City and County of Honolulu's Emergency Medical Services oral interview promotional board for its newly created Mobile Emergency Care Specialist II (MECS II) - preceptor position.
- Monthly ePCR Committee met on June 9, 2008. The initiation of action of a proposed pilot in partnership with State EMS in order to evaluate another product is being considered. This will demonstrate a more effective product.
- Chief Oliveira will meet with Hawai'i Air Ambulance management, which is in the process of securing a helicopter for the State of Hawai'i. The helicopter will be based in Kona. Their primary mission is inter-facility transports across the water to tertiary care facilities. It is necessary to discuss with the private sector the concerns and interests of the Hawai'i Fire Department's program.

#### Fire Auxiliary Services

##### Communication Section

- Continuing to work on the proposed Dispatch Center which is linked to the County's eventual transition to the FCC's mandated 700 megahertz radio system.

##### Warehouse Section

- Continuing with the reorganization of the storage facility. Recently purchased high capacity shelving, and initiated the purchase of an electronic forklift.

#### Training Bureau:

##### Operations Section

- 36<sup>th</sup> Firefighter Recruit Class: Recently completed their EMT training and are expected to take their EMT-I written exams and skills test. The recruits are currently assigned to work on driver training hours and audit. Graduation is scheduled for July 30, 2008, at 11:00 a.m., at

Imiloa Astronomy Center. Invitations were sent to the Fire Commission.

- 37<sup>th</sup> Firefighter Recruit Class: Recently began EMT training.

#### Prevention Bureau

- 4<sup>th</sup> of July fireworks activities and incidents. Responded to nine fires and one minor injury. There were 51 fireworks permits sold this year, as compared to 30 last year. The public's attendance at the Fireworks display has increased. The Fire Department intends to propose to the Legislature the use of New Years permit sales to subsidize the Fourth of July fireworks show. It is necessary to encourage public turnout and reduce use of residential fireworks during dry weather conditions.

#### New Projects/Business

- Annual Hawai'i Fire Chief Association Conference: The Hawai'i Fire Department will provide funding to the Fire Commission's Chair and the Vice-Chair for their attendance. The expenditure will include: airfare, vehicle, hotel, and conference registration fee. This year's conference is scheduled for November.

#### Employee/Public Relations

- Dream Come True Program: Currently, Eric Kunitomo is off island and unable to attend the Fire Commission meeting. Chief Oliveira suggested and requested the commission's participation in rejuvenating the project.
- 4<sup>th</sup> of July Pool Splash: Family event sponsored by the Relief Association was held at NAS pool. Both paid and volunteer staff attended.

### **NEW BUSINESS**

- Arson Canine Demonstration. **(Demonstration offered at beginning of meeting.)**
- Mid-Year update on the Fire Department's strategic plan. **(Deferred from last meeting.)** Powerpoint presentation given by Chief Oliveira. **(Copy not provided.)**

### **COMMITTEE REPORTS**

Budget and Finance (Bowles): No report.

Office Management and Staffing (Bertsch): According to Commissioner Bertsch, the Office of Management and Staffing committee followed the Police Commission, which has staff and an office. However, the Fire commission does not have an office or staff, its secretary is on loan from another department. Therefore, the Office of Management and Staffing committee may not be applicable to the Fire Commission. Chair Okabe suggested that the Office of the

Corporation Counsel review the matter. Also, the Fire Commission should inquire with the other commissions regarding this matter.

Rules and Policies (Rosehill): No report.

Public Relations (Pomroy/Bertsch/Browne): Commissioner Bertsch informed the commission that establishing an islandwide Fire Department Volleyball Tournament in West Hawai'i on September 27, 2008 is being considered. The event would benefit organizations such as the Sayre Foundation, and could possibly be called the "Commissioner's Cup". Commissioner Bertsch will advise the commission on the status of the event at the August meeting.

Training and Education (Kudlo): Commissioner Kudlo inquired on the Fire Department "Safe Boating" training and programs. Chief Oliveira replied that the department is trying to build on its Fire Rescue Specialist program, which involves boating. Chief Clint Coloma is working with the Coast Guard.

### **ANNOUNCEMENTS**

- The next meeting is scheduled for Wednesday, August 13, 2008, at 10:00 a.m., in the Liquor Control Conference Room, Aupuni Center, 101 Pauahi Street, Hilo, Hawai'i.
- Set agenda for August 13, 2008, meeting.

### **ADJOURNMENT**

Meeting was adjourned at 12:30 p.m.

SUBMITTED BY:

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KAYCIE A. I. CARTER  
Secretary