

**William P. Kenoi**  
Mayor



**John M. Bertsch**  
Chairman

**Bill Rosehill**  
Vice-Chairman

## HAWAI'I COUNTY FIRE COMMISSION

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

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### **REGULAR SESSION - MINUTES** **August 12, 2009** **Aupuni Center Conference Room** **Hilo, Hawai'i**

#### **CALL TO ORDER**

The meeting was called to order by Chair Bertsch at 10:05 a.m.

#### **ROLL CALL**

#### **PRESENT:**

John Bertsch, Chair  
Stephen Bowles  
Louis Kaoiwi  
Henry Pomroy, Jr.  
Kaloa Robinson

Excused: James Browne  
Bill Rosehill

A quorum was present.

#### **ALSO PRESENT:**

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

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

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

None

## **APPROVAL OF MINUTES**

Commissioner Pomroy moved to accept the July 8, 2009, regular session minutes. The motion was seconded by Commissioner Bowles and unanimously carried.

## **APPROVAL OF WRITTEN COMMUNICATIONS**

None

Deputy Corporation Counsel Brilhante informed the commission that Mr. Scott Stabo would be attending the Fire Commission's September meeting. He will meet with Mr. Stabo on Friday, August 21, 2009, to brief him on the Fire Commission's duties and responsibilities, Hawai'i Sunshine Law, etc.

Chair Bertsch suggested that the new commissioner meet with him prior to the meeting in Kona.

Chair Bertsch inquired on the status of the Fire Commission's vacant position.

Deputy Corporation Counsel Brilhante stated that there is still a vacancy for district 5 (Puna).

Chief Oliveira mentioned that he will present an overview of the Fire Department at the next meeting.

Deputy Corporation Counsel Brilhante stated that he will provide Mr. Stabo with a copy of the Hawai'i Fire Commission orientation binder that the HFD presented to the commission last month.

## **CHIEF'S REPORT**

### **Budget**

- FY 2009/10 Budget: Chief Oliveira met with Mayor Kenoi on August 7, 2009. Received approval to fill contract positions for CIP Projects Manager, Fireworks Auditor, and Prevention Battalion Chief, Special Operations Battalion Chief, and an Accountant IV position.

### **Alternative Funding and Grants**

- FEMA FY 2007 Assistance to Fire Fighters Grant: (Video Teleconferencing Equipment): Presently going through troubleshooting. Technical expert identified problems due to connectivity issues at various

- FY 2009 Assistance to Fire Fighters Fire Station Construction: Hawai'i Fire Department applied for construction costs for Makalei Fire Station.

#### Capital Improvement Projects

- Makalei Fire Station: Deed with GKK (property owner) was signed by Mayor. The plans were completed. Awaiting the Department of Transportation's approval. Department of Public Works Projects Engineer is confident that bids will go out shortly.
- Pahoia Fire Station: Chief Oliveira met with the Department of Public Works Director Warren Lee on August 6, 2009. Mr. Lee requested a timeline from Isemoto Contracting. Anticipating occupancy by September 30, 2009.
- Administration and Support Facility: Continuing to work on the plan design phase. In order to provide feedback, correspondence was sent to residents living within a 500 feet radius of the project. Specific concerns raised were regarding connector roads and electro magnetic fields. The Project Consultant will address concerns at a public hearing scheduled for September 4, 2009.
- Paauilo Volunteer Fire Garage: A new pastor was assigned to Our Lady of Lourdes Church in Paauilo; therefore, it is necessary to bring him up to speed on the proposal of establishing a volunteer garage on its property.
- Pohoiki Radio Relocation: Once again the solar panels were stolen from the present radio site located on private property near the Greenlake area of Kapoho. The theft reemphasizes the urgency of the relocation. The new site is located at Puna Geothermal and is currently under construction.

#### Promotions and Hiring

- Open-Competitive Recruitment
  - Fire Fighter Recruitment: Interviews were completed and selections are pending. As part of cost saving measures, there is consideration to defer hiring until March 2010.
- Internal Recruitments
  - Assistant Chiefs/Battalion Chiefs: Assessment Center scheduled for September 10 and 11, 2009, at Aupuni Center Conference Room. Commissioners are welcome to participate with a condition that they be present throughout the duration of the event.
  - Fire Hazardous Materials Specialist: Assessment Center scheduled for August 19 and 20, 2009.
  - Accountant IV: Interviews and Assessment Center scheduled for August 11 and 13, 2009.

## Emergency Operations Division

- Tropical Depression Felicia: The personnel continuously monitored the hurricane. The department was able to use the incident as an exercise.
- Waikoloa Brush Fire: Brush fire burned approximately 130 acres at Akaula Place. Fire was contained. There were no injuries or evacuations. The cause of the fire is unknown.

## Support Services Division

### Emergency Medical Services Bureau

- Personnel participated in the Kona Community Hospital Annual Hospital Association of Hawai'i (HAH) Disaster exercise on July 15, 2009.

### Fire Auxiliary Services

#### Communications Section

- Received an additional 30 pagers for the Volunteers.

### Training Bureau

- 38<sup>th</sup> Firefighter Recruit Class: Class began their EMT-I training on July 20, 2009. Graduation is scheduled for September 19, 2009. Invitations will be sent to the commission.

### Volunteer Section

#### Report provided by Volunteer Fire Chief Tom Brandt

- Hawai'i Volunteer Fire Chief's Association meeting: Scheduled for September 12, 2009, at Station 14A Kohala Ranch, at 10:00 a.m. Maps will be provided to the Fire Commission at the September meeting.
- Station 19 water tanks were purchased. Delivery is scheduled for August 12, 2009.
- Truck for Station 14A is near completion and will be delivered to West Hawai'i.

### Prevention Bureau

- The department is trying to expedite recruitment due to understaffing. Jack Pacleb will be employed as a contract hire.
- Inspectors have identified that some newly installed fire hydrants have not been activated. Therefore, the Fire Department will be setting up a process to flow test the fire hydrants before an individual receives the Certificate of Occupancy.

### New Projects/Business

- Fleet Management Program: Currently, the department's personnel are being trained with Mainstar to use software program. The software was purchased in partnership with the Department of Public Works to help track and manage its fleets maintenance and replacement.

- Hawai'i Fire Chief's Association Conference: Event is scheduled for November 19 -21, 2009 at the Hilton Waikoloa Village. Appreciation was offered to Fire Commission Chair John Bertsch for volunteering to assist with the conference. The Fire Department will distribute conference packets at the September meeting.

Commission Bowles inquired on the lifeguard service at Punaluu Beach Park.

Chief Oliveira replied that funding was approved and allocated for the positions.

Commissioner Kaoiwi expressed his concern regarding improvement with Fire and Police Dispatcher communications. According to Commissioner Kaoiwi, Police Officers were dispatched to an incident involving a boat fire which turned out to be a false alarm. Fire Dispatchers learned of the false alarm and did not inform Police right away. Commissioner Kaoiwi recommended that as a courtesy Fire Dispatchers should follow up immediately on calls involving Police.

Chief Oliveira agreed and will encourage a better partnership. He stated that each dispatch has a direct impact on each others operations. It is important for the safety of the public and the officers that both dispatch sections improve communications. Also it is in the interest of the county that they maintain a courtesy and respect to one another. Chief Oliveira pointed out the importance of building the future dispatch center because he is confident that relations between both sections will significantly improve.

Chair Bertsch stated that he feels that both Police and Fire dispatch are doing a fantastic job. They are presented by unique challenges due to geographical coverage. However, in this situation training should be addressed.

Commissioner Kaoiwi inquired on the proposed Keaau Fire Station.

Chief Oliveira replied that the project would need to be revisited with the new administration.

### **NEW BUSINESS**

None

### **UNFINISHED BUSINESS**

None

### **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 (Bertsch) No report

### **ANNOUNCEMENTS**

- The next meeting is scheduled for Wednesday, September 9, 2009, at 10:00 a.m., in the Mayor's Office Conference Room, Kona Center Building, Aupuni Center, 75-5722 Hanama Place, Kailua-Kona, Hawai'i.
- Set agenda for September 9, 2009, meeting.

### **ADJOURNMENT**

The meeting ended 11:20 a.m.

SUBMITTED BY:

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KAYCIE A. I. CARTER  
Secretary