

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 **September 10, 2008** **Liquor Control Conference Room** **Kailua-Kona, Hawai'i**

CALL TO ORDER

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

ROLL CALL

PRESENT:

John Bertsch (10:21 a.m.)
Stephen Bowles
James Browne
Karen Kudlo
Wil Okabe, Chair
Henry Pomroy, Jr.
Bill Rosehill

Excused: Kaloa Robinson

A quorum was present.

ALSO PRESENT:

Mac Goddard
Kaycie Carter
Laurie Kaneta
Darryl Oliveira, Fire Chief
Chris Stellfox
Mike Udovic, Deputy Corporation Counsel

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

STATEMENTS ON AGENDA ITEMS (Open to the Public)

None

APPROVAL OF MINUTES

Commissioner Bowles moved to accept the August 13, 2008, regular and executive session minutes. The motion was seconded by Commissioner Browne and unanimously carried.

APPROVAL OF WRITTEN COMMUNICATIONS

Commissioner Okabe stated that the Hawai'i County Fire Commission had received two letters that were not placed on the agenda. Therefore, in order to discuss both letters, the Fire Commission needs to place them on the October agenda.

CHIEF'S REPORT

Budget

- FY 2008/09 Budget: Continue to monitor spending as directed by the Mayor. Better revenue estimates should be obtained in October. As requested Commissioner Bertsch at last month's meeting, a listing of encumbrances was distributed to the commission in order to identify what each item/dollar amount represents.

Alternative Funding and Grants

- FEMA FY 2007 Assistance to Fire Fighters Grant: (Video Teleconferencing Equipment) Committee members will meet with the Department of Finance on August 18, 2008.
- FEMA FY 2008 Assistance to Fire Fighters Grant: (Health/Wellness Program) Soliciting interest within the department for peer fitness trainers.

Capital Improvement Projects

- Makalei Fire Station: Final plans are being reviewed by the Department of Public Work's Engineer and Project Manager David Yamamoto. Discussions are occurring between the County and the landowner regarding the subdivision of the land.
- Pahoehoe Fire Station: Met with the contractors, consultants, and the designer on resolving issues surrounding the wall system installation. Completion of the station has been delayed to the end of the year or the beginning of next year.
- Fire Administration & Support Facility: No new updates.
- Central Fire Station: No new updates.
- Central Fire Station Retrofit Project: No new updates.

- Captain Cook Fire Station: David Yamamoto is working with the contractor to establish a timeline and a projected completion date for the HazMat abatement and the ADA compliance.

Promotions and Hiring

Active Recruits include:

Open-Competitive Recruitment

- 38th Fire Fighter Recruit Class: Will be hired on October 1, 2008. The Family/Recruit Orientation program is scheduled for Friday, September 12, 2008, at 5:30 p.m., at the Aupuni Center. The Fire Commission is invited.
- Physical agility test will be conducted on September 20, 2008, at 7:00 a.m., at Hilo High School.

Internal Recruitment

- Fire Equipment Operator: In the process of scheduling the assessment center exercises. The Commission will be informed once a date and time is identified.
- Accountant I: Interviews were completed. A selection will be made prior to Rachel Ancheta's retirement, scheduled for November 1, 2008.

Emergency Operations Division

- Brush Fires
 - Kawaihae Road: On Saturday, September 6, 2008, there were two brush fires that occurred along Kawaihae Road, in the vicinity of the 54 mile marker. They began as two separate fires and then merged. The fires are suspicious in nature. A number of homes in the area were evacuated. A shelter in Waimea accommodated approximately a dozen evacuees. Residents were allowed to return by 7:00 a.m. the following morning. There were no damages to any homes. Many residents assisted in the incident.
 - Shark sightings: Aerial searches were conducted. The search confirmed that approximately 12-15 sharks were feeding on a school of fish less than a mile off the shoreline in South Kohala.

Ocean Safety

Report provided by Captain Chris Stelfox

- Open Recruitment: Three Water Safety Officer I vacancies in West Hawai'i.
- New Projects: Department of Land and Natural Resources plans to renovate Hapuna Beach State Park. Installation of a Public Address System and renovating the walkways are being considered. The system may prevent spinal injuries by warning and sending preventative broadcasts to the public.

- Public/Employee Relations: On September 8, 2008, approximately 20 Kealahou Intermediate School Environmental Leadership Students participated in a beach cleaning project at Kua Bay.
- Dr. Mark Hamburg, of Kailua-Kona submitted a letter of commendation for Ocean Safety Division's outstanding Lifeguard Service at Hapuna Beach Park.
- Shark sightings: In an effort to protect the public, access to the beaches was prohibited.

Commissioner Kudlo asked whether Ocean Safety sought input from the local fisherman.

Captain Stelfox replied that both HFD and DLNR were in contact with them.

Commissioner Browne inquired on the lifeguard services at Kua Bay.

According to Captain Stelfox, the State recently provided funding for lifeguard services at Makena Beach on Maui. Although there is nothing in writing, he believes that Kua Bay will follow. Also, Dr. Chip Fletcher is continuing his research on Kua Bay's risk assessment.

Support Services Division

Emergency Medical Services Bureau

- Core team completed training for ePCR system. Training will take place this month for paramedics and EMS providers.
- Kicking off a new supply/equipment distribution program. Five stations will participate in the pilot project. Committee met on August 18, 2008.

Fire Auxiliary Services

Communication Section

- In the process of replacing station radios.

Training Bureau

- 37th Firefighter Recruit Class: Presently in their EMT clinical portion of training.
- 38th Firefighter Recruit Class: Targeting employment to begin on October 1, 2008.
- CERT Training: Completed CERT training in Waimea and will continue next in Volcano Village.

Volunteer Section

Report provided by Volunteer Firefighter Mac Gaddard.

- On schedule with Firefighter I and II essentials.
- Volunteer Fire Chief's Meeting: Held on August 23, 2008, at Emergency Operation's Center. Good attendance.

New Projects/Business

- SO₂ School Monitoring Project: Will be completing the installation of monitors in West Hawai'i. A few schools in East Hawai'i still need to be finished. Hawai'i Occupational Safety and Health Division (HIOSH) recently reviewed the department's policies and procedures and accompanied the personnel to observe the installation directives.

Employee/Public Relations

- Annual Daniel Sayre Memorial Foundation Dinner: Commissioner's Bertsch and Bowles attended. The Fire Department appreciates the commitment and support given by the Sayre Foundation.
- Fire Prevention Week: Will be held at Hilo Bayfront on Saturday, October 11, 2008. The Fire Department would like to extend the event to West Hawai'i. However, the event would conflict with the Annual Ironman Triathlon.

Commissioner Bertsch suggested that a partnership of both events should be considered.

- Dream Come True Program: Will be working with Commissioner Pomroy on rejuvenating the program. Project Coordinator/Fire Equipment Operator Eric Kunitomo was unable to attend today's Fire Commission meeting.

Chair Okabe expressed his concern of the funds allocated to the program.

COMMITTEE REPORTS

Budget & Finance (Browne) 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 (Kudlo) No report.

ANNOUNCEMENTS

- The next meeting is scheduled for Wednesday, October 8, 2008, at 10:00 a.m., in the Aupuni Center Conference Room, Aupuni Center Building, 101 Pauahi Street, Hilo, Hawai'i.
- Set agenda for October 8, 2008, meeting.

- New Business: Dream Come True Program.
- Correspondence needs to be placed on agenda.

ADJOURNMENT

Meeting was adjourned at 10:39 a.m.

SUBMITTED BY:

KAYCIE A. I. CARTER
Secretary