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STATE FIRE COUNCIL (SFC)
FISCAL YEAR (FY) 2012-2013
FOURTH QUARTER MEETING MINUTES

Date of Meeting: June 6, 2013

Place of Meeting: Maui Fire Prevention Bureau
313 Manea Place
Wailuku, Hawaii 96793

Present:

Robert Westerman	SFC Vice Chair Fire Chief, Kauai Fire Department (KFD)
Jeffrey Murray	SFC Member Fire Chief, Department of Fire and Public Safety (MFD), County of Maui
Darren Rosario	SFC Member Fire Chief, Hawaii Fire Department (HCFD)
Socrates Bratakos	SFC Administrator Battalion Chief (BC), Honolulu Fire Department (HFD)
Paul Haake	SFC Fire Prevention Committee (FPC) Member Fire Captain, MFD
Gary Ige	Deputy Attorney General State of Hawaii (State) Department of the Attorney General (DAG)
Raymond Bizal	Southwest Regional Director National Fire Protection Association (NFPA)

I. Introduction

- A. Vice Chair Westerman called the meeting to order at 9:45 a.m.
- B. Vice Chair Westerman welcomed everyone, and an introduction of attendees followed.
- C. Approval of the SFC FY 2012-2013 Third Quarter Meeting Minutes

Motion: Member Rosario motioned to approve the SFC FY 2012-2013 Third Quarter Meeting Minutes. The motion passed.

D. Approval of Agenda

Motion: Member Rosario motioned to approve the Agenda. The motion passed.

II. Unfinished Business and General Orders

SFC Member Reports/Updates

A. Report of Member Rosario

1. Grants

- a. The HCFD is not applying for any new Homeland Security (HS) grants.
- b. The Assistance to Firefighters Grant (AFG) Prevention and Safety Grant is open and may be approved. The 2009 AFG grant must be closed out properly.
- c. The Staffing for Adequate Fire and Emergency Response (SAFER) grant was not awarded.
- d. A Division of Forestry and Wildlife (DOFAW) grant was utilized to fund equipment for wildland fire fighting.
- e. A Community Development Block Grant of \$800,000 was utilized to purchase a quint apparatus for the Waiakea Fire Station. The 2012 grant will be utilized to fund a tanker.

2. County Issues

- a. The Hawaii County Council approved the HCFD's budget that was submitted by Mayor William Kenoi.
- b. The HCFD submitted a supplemental budget to augment their flat budget.
- c. The HCFD received funding for two engine apparatuses, a 3,000-gallon tanker, one mechanic, two ocean safety personnel, replacement of six water safety towers, and funding of 12 fire fighter positions.

3. Other Matters

A discussion ensued on recruiting, allowing points for a college degree, and other related concerns.

B. Report of Member Murray

1. Grants

- a. A Volunteer Fire Assistance grant was utilized to fund wildland classes and purchase fire fighting form and skid mount pumps.
- b. A HS grant was utilized to purchase self-contained breathing apparatus tanks.
- c. A Department of Transportation grant was utilized to purchase airbags.
- d. A DOFAW grant was utilized to purchase equipment and fund vehicle repairs.

2. County Issues

- a. The second reading of the MFD'S budget is forthcoming. The following positions were approved:
 - (1) A BC for Administrative Internal Affairs. The BC will conduct investigations and work on personnel qualifications and

related training. A discussion ensued on investigation protocols and related union concerns.

- (2) A BC for Ocean Safety
 - (3) An Account Clerk III
 - (4) A mechanic
 - (5) An Operations Clerk
- b. The MFD obtained new vehicles, including one ladder and two pumpers.
 - c. The Maui County Council will address the MFD's budget shortage at the end of the current FY.

C. Report of Vice Chair Westerman

1. Grants

- a. The KFD received \$496,000 of the \$1.6 million AFG grant which was utilized to purchase vehicles and station radios.
- b. An AFG Prevention and Safety Grant of \$10,000 was awarded for helmet identification.
- c. The KFD's application for disseminating beach information was denied.
- d. The matter concerning smoke detector program implementation is still pending.
- e. The KFD will apply for a SAFER grant to fund previously awarded positions.
- f. The KFD will apply for a rural grant to fund training and maintenance of automated external defibrillators in government vehicles and neighborhood centers.
- g. The KFD grant committee has 15 members.

2. County Issues

- a. The Kauai County currently has a tight budget with no reserve funds.
- b. The KFD has one engine to replace.
- c. The Kauai County may raise property taxes to fund negotiated raises.
- d. The KFD can carry over the AFG grant of \$1.6 million to the next FY.
- e. The new Fire Chief of the Pacific Missile Range Facility is in place.

D. Report of Chair Manuel Neves via Administrator Bratakos

1. Grants

Administrator Bratakos outlined the HFD's 2010-2013 HS grants:

- a. The five active projects funded by the 2010 HS grant will expire on July 31, 2013. Final funds are being drawn down.
- b. The HFD applied for a 2013 HS grant of \$300,000.
- c. The 2012 AFG grant has not yet been awarded for training.

2. County Issues

- a. Assistant Chief (AC) Emmit Kane was reassigned to the Planning and Development section, AC Jeffrey Farris to Fire Operations, and AC Roland Harvest to the Support Services section.
- b. The East Kapolei Fire Station will be occupied within two months, and construction should be completed by mid year. The grand opening is scheduled for July 2013.
- c. The new physical agility test for Fire Fighter Recruits was validated by the Department of Human Resources (DHR) and accepted by the HFD.

- d. The HFD's budget is flat, and current expenses remain the same as last FY. Funding for the HFD's vacant positions is accessible, and contract awards are pending.
- e. The HFD will be promoting Fire Fighter (FF) IIIs in May, FF IIs in June, BCs in July, and Captains in August.
- f. The HFD's reorganization is currently on hold due to the BC promotions.
- g. The HFD is reviewing prior recommendations and efficiencies on its proposed merger with the Honolulu Emergency Services Department. A discussion ensued on basic life support transport.
- h. The HFD's Strategic Plan is being updated. Preparations are being made for the 2015 accreditation.

A recess was called at 11:30 a.m., and the meeting reconvened at 12:40 p.m.

III. Unfinished Business and General Orders

A. SFC Administrator's Report

1. SFC Update on the Fire Code

The FPC met on March 27-28, 2013, in Wailuku, Maui and completed its review of the NFPA 1 Fire Code, 2012 Edition amendments.

2. Status of the County Fire Codes

The HFD, the HCFD, and the KFD have adopted the NFPA 1 Fire Code, 2006 Edition with state and county amendments. The MFD amendments have been submitted to Chief Murray for review.

3. State Building Code Council (SBCC)

- a. The SBCC continues to meet monthly and is primarily directing its efforts toward legislation for amending the code adoption process, funding mechanisms, and new membership.

- b. The Investigative Committee has completed its final report on fire sprinkler implementation in new one- and two-family dwellings. A presentation on its findings was made to the SBCC by Administrator Bratakos.

4. Statewide Training and Education

Delivery is ongoing for the FY 2012-2013 courses that were approved by the NFA. The SFC is utilizing the State Training Grant and will provide information for a second Courtroom Preparation and Testimony class scheduled in late summer 2013.

5. Reduced Ignition Propensity Cigarette Program (RIPC)

Receipt from manufacturers now total approximately \$600,000 since the inception of the program. Position descriptions submitted to the HFD Fire Chief and the DHR were approved. Administrator Bratakos submitted a contract request for the first RIPC Program Specialist position.

Drafting of the RIPC administrative rules and field enforcement is pending additional funding and positions.

6. Fireworks

- a. A bill submitted by the SFC to ban fireworks statewide was introduced but not heard in committee. The draft legislation for fireworks housekeeping was withheld for further research.
- b. Fireworks issues impacting the fire service include public display fireworks firing times and inventory; application of current code standards pursuant to state law; the use of post display reports; and consumer fireworks storage in all counties.

7. Agriculture/Aquaculture Building Codes Task Force

This task force finished its meeting schedule, and the DAG has written a report on its discussions and findings. Bills to exempt certain buildings on agricultural parcels from code and permit requirements were heard in the 2013 Legislature.

Motion: Member Murray motioned to allow the SFC Chair to research the process of drafting a letter to the Governor in opposition of an agricultural bill allowing noncode compliance and nonpermitting of certain structures. The motion passed.

B. Legislation

1. SFC members reviewed the status of bills that were provided.
2. A discussion ensued on the 2014 Legislative agenda to include a residential kitchen task force in the list of proposals.

C. National Fire Issues/Concerns

Mr. Bizal informed the attendees that the NFPA will create a new Standard 1730 concerning fire prevention bureaus.

Motion: Vice Chair Westerman motioned to allow the FPC to review the NFPA Standard 1730 and prepare a report. The motion passed.

D. Conferences and Meetings

1. The NFPA's World Safety Conference and Exposition is scheduled on June 10-13, 2013, in Chicago, Illinois.
2. The National Association of State Fire Marshals Annual Conference is scheduled on August 7-9, 2013, in Indianapolis, Indiana.
3. The Fire-Rescue International Annual Conference is scheduled on August 13-17, 2013, in Chicago, Illinois.

E. Other Matters

A discussion ensued on the RIPC's funding, workload, and a potential Memorandum of Agreement with the DAG's Tobacco Unit.

IV. Adjournment

Motion: Vice Chair Westerman motioned to adjourn the meeting at 3 p.m. The motion passed.



MANUEL P. NEVES
Chair



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FISCAL YEAR (FY) 2012-2013
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Present:

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Paul Haake	SFC Fire Prevention Committee (FPC) Member Fire Captain, MFD
Gary Ige	Deputy Attorney General State of Hawaii Department of the Attorney General

Raymond Bizal	Southwest Regional Director National Fire Protection Association (NFPA)
Kenneth Silva	American Red Cross (ARC), Hawaii Chapter Chief Operating Officer (COO)

I. Introduction of Attendees

- A. Vice Chair Westerman called the meeting to order at 8:45 a.m.
- B. Vice Chair Westerman welcomed everyone, and an introduction of attendees followed.

II. Review of the June 6, 2013, Meeting Notes

Administrator Bratakos reviewed the June 6, 2013, meeting notes.

III. New Business

A. Presentation on the ARC by COO Silva

COO Silva gave a presentation on the ARC. The ARC completed a major reorganization, including a corporate model and outsourcing some of the ARC's functions. The Hawaii Chapter has been profitable and is evolving into the Pacific Region of the ARC. Practices that can be learned from ARC's local chapters will be applied at the regional level, which will provide consistency.

The ARC's services include:

1. Meals and refreshments for prolonged emergencies.
2. Support for families experiencing a fire and/or disaster.
3. Monetary assistance for housing, food, and clothing for three days.
4. Financial assistance for security deposits and the first month's rent.

Once a case has been opened, the ARC is able to follow up with services, including mental health care and support. The ARC encourages fire departments to contact them to provide services to include dispatch protocol. The ARC is tasked with opening disaster shelters, and plans are

readily available to feed evacuees. The ARC is working with the HFD and the SFC to include information on pet safety and pet food coupons in the Fire Fighter's Safety Guide (FFSG).

The ARC is an organization that has few paid staff members. Ninety-six percent of their services are provided by volunteers.

B. Presentation by the SFC FPC - Proposed Title 12 Hawaii State Fire Code Amendment Package

FPC Member Haake, Administrator Bratakos, and Mr. Bizal gave a presentation on the NFPA 1 Fire Code, 2012 Edition drafted state amendments. The presentation highlighted the process, major changes, topics of interest to the fire service and the community, and potential hurdles for adoption of the state amendments.

Motion: Vice Chair Westerman motioned to move forward with the NFPA 1 Fire Code, 2012 Edition including a legal review and the hearing process, which will include an additional amendment for photovoltaic requirements for one- and two-family dwellings. The motion passed.

C. SFC Statewide Programs

1. Fire/Life Safety Educational Initiatives

The FFSG program will work with the ARC and provide tote bags that will contain fire safety messages for distribution.

2. Hawaii Fire Data Collection/Analysis

- a. BC Paul Stankiewicz II is the National Fire Incident Report System's (NFIRS) State Manager and Captain Wayne Masuda is the NFIRS Metropolitan Manager.
- b. Crystal Report training is scheduled for Honolulu.
- c. Administrator Bratakos provided a Honolulu Online System for Emergency Services program update.

D. SFC Strategic Plan Review and Approval

SFC members will continue to review the plan and report at the next quarterly meeting.

E. Next Quarterly Meeting

The next SFC quarterly meeting will be held in Lihue, Kauai. Potential dates will be sent to members.

IV. Adjournment

Motion: Member Murray motioned to adjourn the meeting at 11:30 a.m. The motion passed.



MANUEL P. NEVES
Chair