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STATE FIRE COUNCIL (SFC)
FISCAL YEAR (FY) 2013-2014
FIRST QUARTER MEETING MINUTES

Date of Meeting: September 5, 2013

Place of Meeting: Kauai Fire Department
4444 Rice Street, Suite 315
Lihue, Kauai 96766

Present:

Manuel Neves	SFC Chair Fire Chief, Honolulu Fire Department (HFD)
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), HFD
Gary Ige	Deputy Attorney General State of Hawaii (State) Department of the Attorney General (DAG)
Daryl Date	SFC Fire Prevention Committee (FPC) Member Fire Captain, KFD
Kilipaki Vaughn	Fire Inspector, KFD

I. Introduction

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

Motion: Vice Chair Westerman motioned to approve the SFC FY 2012-2013 Fourth Quarter Meeting Minutes. The motion passed.

D. Approval of Agenda

Motion: Vice Chair Westerman 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 Homeland Security (HS) grant and the Assistance to Firefighters Grant (AFG) must be closed out properly, including outstanding, incomplete reports.
- b. An AFG Prevention and Safety grant was awarded for smoke alarms and home inspection programs. The HCFD will forward their grant narrative to the HFD.
- c. An AFG grant was awarded to fund a fire fighter safety and survival course with props.
- d. The HCFD will not be applying for a Staffing for Adequate Fire and Emergency Response (SAFER) grant.
- e. A Volunteer Fire Assistance (VFA) grant was utilized to fund wildland training conferences and equipment to support rural tankers.

2. County Issues

- a. The HCFD's upcoming budget workshop will address apparatus replacements and other procurements.
- b. Darryl Oliveira will continue as the Hawaii County Civil Defense Agency's interim Director until further notice.
- c. The HCFD is hosting the upcoming Hawaii Fire Chiefs Association conference.
- d. The HCFD attended the preconstruction meeting for two pumper trucks with KME Kovatch. The HCFD will submit bids for other vehicles.

3. Other Matters

A discussion ensued on Community Development Block Grant (CDBG) matching funds and the apparatus procurement competition processes.

B. Report of Member Murray

1. Grants

- a. A VFA grant was utilized to fund wildland classes to purchase fire fighting foam and skid mount pumps.
- b. A CDBG grant of \$125,000 was utilized to purchase a brush truck on Lanai.
- c. A Department of Transportation (DOT) grant was utilized for strut systems.
- d. A Monsanto Hawaii grant of \$14,000 was utilized to purchase a skid mount system.
- e. A private donation of \$14,000 was utilized to purchase exercise equipment.

2. County Issues

- a. The MFD is preparing their FY 2015 budget.
- b. A Pierce tanker truck with a Peterbilt chassis will be delivered to the MFD.
- c. The MFD submitted bids for two pumper and one ladder trucks. The MFD and administration are discussing the collective bargaining agreement, equipment and vehicle concerns.
- d. The MFD is working on class specifications and position descriptions for the Internal Affairs BC.
- e. The MFD has two new BCs and two new mechanics.

3. Other Matters

A discussion ensued relating to position development and justification; issues relating to auxiliary vehicles; and procurement versus private vehicles with an automobile allowance.

C. Report of Vice Chair Westerman

1. Grants

- a. The KFD is utilizing remaining HS grant funds for a fabric helicopter hanger.
- b. The KFD applied for an AFG fund increase for radios.
- c. An VFA grant was utilized to fund wildland training conferences.
- d. An AFG Prevention and Safety Grant of \$14,000 was utilized for the smoke detector installation program.
- e. The KFD applied for a SAFER grant to fund staffing positions.
- f. The KFD applied for a rural grant to fund automated external defibrillators in government vehicles and neighborhood centers.

g. Vice Chair Westerman will be reviewing AFG grants.

2. County Issues

The KFD is preparing their FY 2015 budget and is considering a program-based budgeting program. A new allocation for an ocean safety prevention educator is being requested.

3. Other Matters

a. National Association of State Fire Marshals Conference (NASFM)

Vice Chair Westerman attended the NASFM conference held on August 7-9, 2013, in Indianapolis, Indiana. The following issues were discussed:

- (1) Arson investigation best practices
- (2) Bureau of Alcohol, Tobacco, Firearms and Explosives resources
- (3) Clothing flammability
- (4) Documentation for the National Fire Incident Reporting System regarding fire investigation
- (5) The National Fire Protection Association (NFPA) research of antifreeze in fire sprinkler systems
- (6) Suspicious activities
- (7) Update from the Underwriter Laboratories
- (8) The potential impact of the national Farm Bill on smoke shop's "roll your own" on the Reduced Ignition Propensity Cigarette Program (RIPC)
- (9) Long-Term Care Train-the-Trainer Program
- (10) Documentation for the Juvenile Fire Setter Programs

(11) Crowd manager training. Chair Neves directed Administrator Bratakos to research this subject.

(12) The active shooter incidents program

b. Vice Chair Westerman thanked the MFD for their outstanding support of the Junior Lifeguard championship.

D. Report of Chair Neves

1. Grants

Chair Neves outlined the HFD's 2013 grant awards from the DOT, Division of Forestry and Wildlife, and AFG.

2. County Issues

- a. The Fusion Center will be staffed by one full-time employee to represent the county's first responders.
- b. The HFD is researching tactical emergency medical services training and implementation issues.
- c. The risk reduction plan includes community paramedicine and an opportunity to bridge HFD Emergency Medical Technicians (EMT) to State EMTs.
- d. The HFD promoted one Assistant Chief and eight BCs. The HFD will interview 23 applicants for Captain positions. There are 24 Fire Fighter Recruits (FFR) for the upcoming FFR Class which will commence in January 2014.
- e. The HFD is working on its FY 2015 budget. The vacant position funds budgeted in FY 2015 went into a provisional account. Fifty percent of the funds were withheld for raises. The HFD's overtime budget was cut by \$2 million.
- f. HFD personnel who attend National Fire Academy (NFA) conferences must use vacation leave.

- g. The HFD will purchase two ladder trucks, a fuel truck, four sports utility vehicles, equipment for the Mechanic Shop, a helicopter tender, and a hazardous materials (HM) truck.
- i. The HFD is awaiting delivery of seven mini pumper, two aerial, and five engine trucks from KME Kovatch.
- j. Funds for the Waialua and Hauula Fire Stations have not been appropriated for FY 2014.

A recess was called at 12 p.m., and the meeting reconvened at 1 p.m.

3. Other Matters

- a. Chair Neves attended the Fire-Rescue International Conference held on August 13-14, 2013, in Chicago, Illinois. He stated that the Affordable Health Care Act will affect patient care systems and potential opportunities for the fire service.
- b. FirstNet is being funded nationally for the purpose of creating a data network dedicated to public safety.

Motion: Chair Neves motioned that the Chair write a letter to Governor Neal Abercrombie requesting the nomination of Vice Chair Westerman as the FirstNet representative for the State's fire service. The motion passed.

III. Unfinished Business and General Orders

A. SFC Administrator's Report

1. SFC Update on the State Fire Code

The FPC met on July 30-31, 2013, in Honolulu and completed its review of various fire code and fire protection issues. The FPC will meet on September 16-17, 2013, in Honolulu to review county amendments to the respective county fire codes. The current draft of the State Fire Code was submitted to the DAG, the Legislative Reference Bureau, the State Building

Code Council (SBCC), and fire protection industry experts for their review and comments.

2. Statuses of the County Fire Codes

The HFD, the HCFD, and the KFD have adopted NFPA 1, 2006 Edition with state and county amendments. The MFD amendments were submitted to the Maui County Council.

3. SBCC

- a. The SBCC continues to meet monthly and is directing its efforts toward legislation to amend the code adoption process, funding mechanisms, and adding new members.
- b. The Investigative Committee completed its final report on the fire sprinkler implementation in new one- and two-family dwellings. The SBCC will be accepting the final report in October 2013. The final report will be available for the 2014 Legislature and other public purposes. Amendments for the 2012 International Residential Code continues to be reviewed.

4. Statewide Training and Education

Delivery is ongoing for FY 2012-2013 courses approved by the NFA. The SFC delivered the second of two Courtroom Preparation and Testimony classes on August 26-30, 2013, funded by a State Training Grant (STG). The SFC notified the NFA that it would not be applying for a 2013-2014 STG.

5. RIPC

Receipts from manufacturers total approximately \$660,000 since the program's inception. A new three-year period began in September 2012. Work on the administrative rules and field enforcement is pending the hiring of inspectors. Position descriptions were approved and a search is ongoing for candidates.

6. Fireworks

Research is ongoing for drafting fireworks legislation. Issues impacting the fire service include labeling, notification, definitions, license oversight, public display fireworks firing times and inventory, application of current code standards pursuant to state law, use of postdisplay reports, and consumer fireworks storage in the four counties. The Chemical Safety Board produced a video on the Waikele caves incident.

7. Agriculture/Aquaculture Building Codes Task Force

Bills to exempt certain buildings on agricultural parcels from code and permit requirements were passed in the 2013 Legislature. Nonresidential buildings up to 1,000 square feet do not have to comply with building codes. A permit is not required on agricultural parcels up to 8,000 square feet.

8. Other Matters

a. FPC Member Date and Fire Inspector Vaughan provided the following information for the KFD:

- (1) The fire safety trailer was placed in service in January 2013.
- (2) The KFD attended many community events.
- (3) The KFD visited all Kauai elementary schools.
- (4) The KFD joined the Kauai Chamber of Commerce.
- (5) The KFD received matching donations from local companies, including insurance companies, for the KFD's fire prevention program.

b. There was a discussion on FPC revisions to the proposed NFPA Standard 1730.

Motion: Vice Chair Westerman motioned to authorize Chair Neves to submit the recommended revisions to the proposed NFPA Standard 1730. The motion passed.

- c. There was a discussion on commercial range hoods and their inspection standards, documentation forms, grease buildup, and the oversight of third-party maintenance companies and potential solutions. Chair Neves directed the FPC to provide recommendations on letters, forms, and tags.
- d. The SFC discussed the following:
 - (1) Testing and certification for individuals that conduct maintenance testing of fire extinguishers, fire protection, and fire alarm systems.
 - (2) Hosting the NFPA's annual conference in Hawaii.
 - (3) Transferring fire inspection responsibilities for harbors and schools to the State.
 - (4) Reviewing photovoltaic requirements in the county building codes.
 - (5) Promoting prevention promotional test questions.
 - (6) Fire prevention issues in the State Department of Education (DOE), including fire inspections, fire alarm system testing, and no live-cut Christmas trees in the schools.
 - (7) Consolidated Rental Car Facility at the airports.
 - (8) Assisting the Department of Health (DOH) with HM safety in public schools. The SFC directed the Administrator to inform the DOH that it would not be incorporating HM responsibilities beyond the requirements of the fire code.
- e. Fire Prevention Education
 - (1) Administrator Bratakos discussed the HFD's fire prevention education program, including the 2013 Fire Fighter's Safety Guide, the HFD's posters, and the HFD's Mural Painting Exhibition.
 - (2) The AFG was contacted for training funds.

f. Crystal Reports

Administrator Bratakos reported that a training class will be held in Honolulu.

g. Kakaako Development Impact

Administrator Bratakos reported that the HFD is looking into current and future Kakaako development, which will have a great impact.

h. Sprinklers Strategy

The SFC is currently discussing strategies relating to residential fire sprinklers.

B. Legislation

Motion: Vice Chair Westerman motioned that agenda item III.B. Legislation be deferred until September 6, 2013. The motion passed.

C. National Fire Issues/Concerns

A discussion ensued on sprinkler strategies.

D. Conferences and Meetings

Chair Neves plans to attend the *Remembering When*TM Conference on December 1-3, 2013, in Boston, Massachusetts.

IV. Adjournment

Motion: Vice Chair Westerman motioned to adjourn the meeting at 3:30 p.m. The motion passed.



MANUEL P. NEVES
Chair



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STATE FIRE COUNCIL (SFC)
FISCAL YEAR 2013-2014
FIRST QUARTER MEETING MINUTES

Date of Meeting: September 6, 2013

Place of Meeting: Kauai Fire Department
4444 Rice Street, Suite 315
Lihue, Kauai 96766

Present:

Manuel Neves	SFC Chair Fire Chief, Honolulu Fire Department (HFD)
Robert Westerman	SFC Vice Chair Fire Chief, Kauai Fire Department
Jeffrey Murray	SFC Member Fire Chief, Department of Fire and Public Safety, County of Maui
Darren Rosario	SFC Member Fire Chief, Hawaii Fire Department
Socrates Bratakos	SFC Administrator Battalion Chief, HFD
Gary Ige	Deputy Attorney General State of Hawaii (State) Department of the Attorney General

I. Introduction of Attendees

A. Chair Neves called the meeting to order at 8:45 a.m.

B. Chair Neves welcomed everyone, and an introduction of attendees followed.

II. Review of the September 5, 2013, Meeting Notes

SFC Administrator Bratakos reviewed the September 5, 2013, meeting notes.

III. Unfinished Business

A. SFC Strategic Plan and Approval

Motion: Vice Chair Westerman motioned to accept the revised plan with the September 2013 date. The motion passed.

B. SFC Statewide Programs

1. Fire/Life Safety Educational Initiatives

A discussion ensued on residential sprinkler education. Chair Neves directed Administrator Bratakos and SFC staff to provide strategy recommendations to the SFC, including inviting stakeholders.

2. Legislation

a. SFC members reviewed the status of the 2013 legislative bills that were provided.

b. A discussion ensued on the 2014 legislative agenda to include a residential kitchen task force in the proposals list.

Motion: Vice Chair Westerman motioned to authorize Chair Neves to submit proposed draft legislation. The motion passed.

IV. New Business

A. An All-Hazards Incident Management Team presentation by Ms. Dee Cook of the State Civil Defense was cancelled and will be rescheduled.

B. Other New Business

Fire Prevention Week (FPW) Proclamation Signing

The FPW Proclamation Signing is scheduled for October 4, 2013, at 10 a.m. at the Office of the Lieutenant Governor.

A recess was called at 11:15 a.m., and the meeting reconvened at 11:30 a.m.

C. Next Quarterly Meeting

The next SFC quarterly meeting will be held in Honolulu. Potential dates will be sent to members.

V. Adjournment

Motion: Member Murray motioned to adjourn the meeting at 12 p.m. The motion passed.



MANUEL P. NEVES
Chair