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STATE FIRE COUNCIL (SFC)
FISCAL YEAR (FY) 2015-2016
SECOND QUARTER MEETING MINUTES

Date of Meeting: December 17, 2015

Time of Meeting: 9:30 a.m.

Place of Meeting: Honolulu Fire Department (HFD) Headquarters
636 South Street
Honolulu, Hawaii 96813

Present:

Manuel P. Neves	SFC Chair Fire Chief, HFD
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)
Robert Westerman	SFC Vice Chair Fire Chief, Kauai Fire Department (KFD)
Socrates Bratakos	SFC Administrator Assistant Chief, HFD
Lloyd Rogers	SFC Administrative Specialist
Edmund Suzuki	SFC Administrative Specialist

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Earle Kealoha	Reduced Ignition Propensity Cigarette Program (RIPC) Specialist
Adam Rosenberg	Deputy Attorney General State of Hawaii (State) Department of the Attorney General (DAG)

Introduction

- A. Chair Neves called the meeting to order at 9:30 a.m.
- B. Chair Neves welcomed everyone, and an introduction of attendees followed.
- C. Approval of the SFC FY 2015-2016 First Quarter Meeting Minutes

Motion: Member Rosario motioned to approve the SFC FY 2015-2016 First Quarter Meeting Minutes. The motion passed.

Record of Votes: Chair Neves - Aye
Vice Chair Westerman - Aye
Member Murray - Aye
Member Rosario - Aye

- D. Approval of Agenda

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

Record of Votes: Chair Neves - Aye
Vice Chair Westerman - Aye
Member Murray - Aye
Member Rosario - Aye

II. Unfinished Business and General Orders

SFC Member Reports/Updates

- A. Report of Member Rosario

- 1. Grants

- a. The 2013 Assistance to Firefighters Grant (AFG) was utilized to purchase a driver simulator which is scheduled for delivery in January 2016. The delivery delay was due to the State's Hawaii Compliance Express requirements.
- b. A 2014 AFG application was not approved. Funds would have been used for night vision goggle capabilities for the HCFD's helicopter.
- c. A 2015 AFG application is being submitted to purchase self-contained breathing apparatus replacements.
- d. A 2015 AFG regional application is being considered to purchase a mobile air and light truck.
- e. A 2015 U.S. Forest Service Grant of \$100,000 will be utilized to purchase wildland equipment and for wildland training.
- f. The Division of Forestry and Wildlife (DOFAW) Rural Assistance grant continues to be utilized to purchase wildland fire equipment.

2. County Issues

- a. The HCFD's FY 2015-2016 budget cycle has begun, and a meeting is scheduled for December 22, 2015, with the Department of Budget and Finance with a status quo budget directive. A supplemental budget request has been submitted for positions and equipment.
- b. The HCFD's Capital Improvement Program budget for the replacement of the Kawaihoni Fire Station is moving forward.
- c. The 44th Fire Fighter Recruit class that commenced on September 1, 2015, continues and should fill the HCFD's vacancies.
- d. An Assessment Center will be held in January 2016 to fill the HCFD's two new Lieutenant positions for Fire Prevention's Plans Review.
- e. The Merit Appeals Board (MAB) hearing was held for 14 Battalion Chiefs (BC), who claim that Hawaii County violated Hawaii Revised Statutes, Section 89C by not compensating them accordingly. The BCs consist of seven active and seven retired members. The MAB denied the claim.

- f. The HCFD's projected retirements are less than five personnel for the year ending 2015.

B. Report of Member Murray

1. Grants

- a. A Community Development Block Grant (CDBG) of \$708,000, which was to be utilized to purchase four tankers for Molokai, has been returned to the budget committee.
- b. A CDBG grant of \$125,000 was utilized to purchase a brush truck for Lanai.
- c. A CDBG grant of \$900,000, which was utilized to purchase a pumper truck for Hoolehua, will be going out to bid for delivery in 2016.
- d. The MFD applied for a 2015 CDBG grant, which will be utilized for a pumper truck for Pukoo, Molokai.

2. County Issues

- a. The MFD's budget for the current FY is zero-based with an amendment for overtime expenses.
- b. Member Murray will provide information to SFC members relating to their new Internal Affairs position.
- c. The MFD's projected retirements is four personnel, which includes two BCs for the year ending 2015.
- d. The family of a fire fighter (FF), who died in the line of duty in 2012, will be receiving benefits from the federal Public Safety Officer Benefits.

C. Report of Vice Chair Westerman

1. Grants

- a. The KFD's share of the 2015 Department of Homeland Security grant, which was to be utilized for an Emergency Medical Technician class and to purchase training equipment, was given to the Planning and Development Department.

- b. A 2014 AFG grant was awarded and will be utilized to purchase an aerial apparatus. The Fire Prevention and Safety grant for Fire Inspector training was not awarded.
- c. The KFD is applying for a 2015 AFG grant to purchase a tender and an automated external defibrillator.
- d. The 2013 Staffing for Adequate Fire and Emergency Response (SAFER) grant, which was utilized for six FF positions, will end in April 2016. The KFD is planning to retain the 15 FF positions from the 2008 SAFER grant.
- e. A DOFAW grant of \$18,750 will be utilized to purchase wildland fire equipment and pay for travel expenses for training at the Fire Department Instructors Conference.
- f. The 2014 CDBG grant was utilized to purchase a Ford 550 truck and a SKED rescue equipment unit, which has arrived.
- g. The KFD is in the process of submitting an application to the Federal Highway Safety Fund, which will be utilized to purchase powered scene lights.

2. County Issues

The KFD has significant issues with over 120 brush fires since December 2014 that were possibly caused by an arsonist. The Kauai Police Department is assisting with the KFD's investigations.

3. Other Matters

- a. The KFD continues to partner with the Hawaii Chapter of the American Red Cross to install an additional 100 smoke alarms.
- b. The KFD is continuing to work with the Office of the County Attorney to finalize the fire code with the county administration.

D. Report of Chair Neves

1. Grants

Chair Neves outlined the HFD's 2015 State Homeland Security Grant, Urban Area Security Initiative (UASI), DOFAW, and Department of Health (DOH) grant awards:

- a. The HFD received a \$205,781 AFG grant, which will be utilized to purchase wellness fitness equipment.
- b. The HFD received a \$20,000 Volunteer Fire Assistance Program grant, which will be utilized for wildland fire fighting training.
- c. The HFD received a \$200,000 UASI grant, which will be utilized to purchase computer-aided dispatch relocation software.
- d. The HFD received a \$125,000 UASI grant, which will be utilized to purchase All-Hazards Incident Management Team (AHIMT) training.
- e. The HFD received a \$95,000 DOH grant, which will be utilized for rescue train-the-trainer classes for all four counties.
- f. The HFD received a \$10,000 DOFAW grant, which will be utilized to purchase a chain saw and hose packs.

2. County Issues

- a. The AHIMT program is ongoing, including participation in the University of Hawaii football, the Honolulu Marathon, the President of the United States visits, and the Pro Bowl. The AHIMT has expanded to other city agencies.
- b. Research is continuing for a live-burning training location.
- c. The HFD has been in discussions with the Department of Hawaiian Home Lands regarding a new training site.
- d. The Blue Card Command training will be held on Maui. A definite date has not been set.
- e. Rapid Intervention Team training for the 2015 Train-the-Trainer has been completed.
- f. The HFD is in the process of purchasing two sport utility vehicles, one mechanic service truck, and two rapid response vehicles (RRV). The HFD is looking into purchasing four more RRVs, one 4 x 4 BC truck, one

Rosenbauer engine, two SVI hazardous materials trucks, two Kovatch Mobile Equipment ladder, and seven engines from the FY 2014-2015 budget in addition to three engines from the FY 2015-2016 budget.

- g. One hundred twenty-eight school inspections have been conducted.
- h. The Honolulu Fire Museum and Education Center is open every third Saturday of the month.
- i. The HFD's retirements for this year are 2 BCs and 13 Fire Captains and FFs.
- j. Two of the HFD's helicopters have been returned to service after \$1 million in major repairs and maintenance. The HFD used the Honolulu Police Department's NOTAR for parts. The HFD is working on a night vision program by creating helicopter spotter positions.

A discussion ensued on helicopter rescue charges and related issues, including Federal Aviation Administration requirements and helicopter parts procurement.

3. Other Matters

A discussion ensued on the formation of AHIMT teams and funding for Type 3 IMT training, Emergency Operations Center staffing, and fire departments participating with other fire departments.

A recess was called at 11:05 a.m., and the meeting reconvened at 11:20 a.m.

III. Unfinished Business and General Orders

A. SFC Administrator's Report

1. Status of the County Fire Codes

Each county is proceeding with their county fire code adoption process as follows:

Honolulu: The amendment package was adopted and became effective November 19, 2015.

Kauai: The amendment package is being reviewed by the Mayor's Office.

Maui: The amendment package was adopted and became effective July 1, 2015.

Hawaii: A proposed plan review fee is under review by Mayor William Kenoi's office for approval. Once comments are received, the adoption process will proceed.

2. State Building Code Council (SBCC)

- a. The SBCC will make final revisions to the structural and nonstructural administrative rules for the International Building Code's (IBC) 2012 Edition. The SBCC is pursuing Federal Emergency Management Agency grant funding to adopt the IBC 2012 Edition as a hazard mitigation project. The International Residential Code's administrative rules are in progress and discussions are continuing on residential fire sprinklers. Comments from the Legislative Reference Bureau (LRB) and the DAG were received for the 2012 Edition of the Uniform Plumbing Code's administrative rules. The 2015 Edition of the International Energy Conservation Code's administrative rules are being formatted for adoption. The LRB and the DAG completed their review and comments to the 2014 Edition of the National Electric Code's administrative rules.
- b. A meeting with the Governor or his staff is being planned to discuss future SBCC administrative support.

3. Statewide Training and Education

a. FY 2016 Two-Day Off-Campus Classes

Honolulu selected four classes, and Hawaii and Maui chose three and two classes, respectively. Kauai opted out of hosting National Fire Academy's classes this FY resulting in one class being given to Hawaii and Honolulu. One of the nine two-day classes has been delivered in Honolulu.

- b. The HCFD was approved to host the Training Resource And Data Exchange Region IX-sponsored six-day class course, "Management Strategies for Success", which is scheduled on May 9-14, 2016.
- c. Training on the National Fire Protection Association's 1 Fire Code, 2012 Edition with state amendments will be conducted in each county as follows:

Honolulu	February 22, 2016
Kauai	February 23, 2016
Maui	February 25, 2016
Hawaii	February 26, 2016

Motion: Member Murray motioned to recess for lunch at 12 p.m. The motion passed.

Record of Votes: Chair Neves - Aye
Vice Chair Westerman - Aye
Member Murray - Aye
Member Rosario - Aye

The meeting reconvened at 1:30 p.m.

4. RIPC Program

- a. Cigarette manufacturer's certification and recertification fees collected now totals \$928,875 since the inception of the program in 2009. Recertification fees to be collected for calendar year 2016 is anticipated to be \$15,000.
- b. The LRB reviewed and returned their comments of the drafted RIPC Administrative Rules. They are currently being reviewed by Deputy Attorney General Rosenberg.
- c. The RIPC random testing conducted in May/June of 2015 totaled \$24,233.45. RIPC Program Manager Earle Kealoha is obtaining quotes to test a total of 200-300 brand/styles for the next three years.
- d. Mr. Kealoha completed retail site inspections in Hawaii, Maui, Kauai, and Lanai in August 2015.
- e. The RIPC funds deposited from the Department of Labor and Industrial Relations to the City was \$200,000 (FY 2013-14), \$135,000 (FY 2014-15), and \$100,000 (FY 2015-16). Total accumulated expenditures up to FY 2015 will be \$93,100, with a remaining balance of \$341,900.
- f. Mr. Kealoha is planning to tour cigarette testing laboratories in Raleigh, North Carolina and Boston Massachusetts.

5. SFC Fire Prevention Committee (FPC)

On September 2 and November 17-18, 2015, the FPC conducted its review of the 2015 fire code as the next state fire code and covered Chapters 1-11. The next meeting is scheduled in Honolulu on January 20-21, 2016.

B. Fireworks

Bill 5 (2014), CD 1, which proposes to amend the regulation of fireworks to allow certain fountains to be permitted in addition to the current use of firecrackers, has been deferred by the Honolulu City Council.

C. Other Matters

A discussion ensued regarding a name for the HFD's new mascot. The names that were suggested are Akamai, Kinai, and Poki.

Motion: Member Rosario motioned to accept the name of Poki as the HFD's mascot's name. The motion passed.

Record of Votes: Chair Neves - Aye
Vice Chair Westerman - Aye
Member Murray - Aye
Member Rosario - Aye

D. National Fire Issues/Concerns

Chair Neves' November 30, 2015 letter of support for the James Zadroga 9/11 Health and Compensation and Reauthorization Act (S. 928) will be forwarded to each county Fire Chief to pass on to their respective police departments.

E. Conferences and Meetings

1. Vision 20/20 Symposium on March 10-12, 2016, in Fairfax, Virginia

A discussion ensued regarding sending two representatives to the Vision 20/20 Symposium: BC Robert Perreira of the HCFD and Captain Paul Haake of the MFD were suggested.

2. Hawaii Association of County Building Officials Annual Conference will be held in Honolulu in March 2016.

3. National Fire Protection Association 2016 Conference and Expo on June 13-16, 2016, in Las Vegas, Nevada
4. Metropolitan Fire Chiefs Association Conference on May 13-17, 2016, in Long Beach, California
5. National Association of State Fire Marshals 2016 Annual Conference on July 19-21, 2016, in Albuquerque, New Mexico
6. Fire-Rescue International 2016 Annual Conference on August 17-20, 2016, in San Antonio, Texas

IV. Adjournment

Motion: Member Murray motioned to adjourn the meeting at 3 p.m. The motion passed.

Record of Votes: Chair Neves - Aye
Vice Chair Westerman - Aye
Member Murray - Aye
Member Rosario - Aye



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Chair

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Place of Meeting: Honolulu Fire Department (HFD) Headquarters
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Present:

Manuel P. Neves	SFC Chair Fire Chief, 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 Assistant Chief, HFD
Scott Lawton	Assistant Chief, HFD Administrative Services Bureau
Lloyd Rogers	SFC Administrative Specialist

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Edmund Suzuki SFC Administrative Specialist

Adam Rosenberg Deputy Attorney General
State of Hawaii (State)
Department of the Attorney General

Participated via teleconference:

Heidi Arnold General Manager, Western Fire Chiefs Association
(WFCA)

Susie Cordell Account Manager, Group Purchasing Organization
(GPO)

Crosby Grindle Vice President, National Purchasing Partners
(NPP)

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 December 17, 2015, Meeting Notes

Administrator Bratakos reviewed the December 17, 2015, meeting notes.

III. New Business

A. Presentation by FireRescue GPO

A telephone conference presentation was held with representatives from the WFCA and the GPO program. Mr. Grindle provided a brief history of the GPO program. The NPP supports tax-supported entities. It also facilitates the use of contracts to replace local Request for Proposals (RFP). The program was created together with the WFCA, which generates revenue by charging a fee to vendors that is returned to the International Association of Fire Chiefs, the WFCA, and other entities. There are no membership fees or obligations to fire departments. The solicitation process allows for multiple awards. If interested, there is a requirement to set up intergovernmental agreements to use the contracts. This program is a win-win for everyone, with government entities

saving time and money. There are several thousand government members who are now using this program. Individual discounts are also provided for fire fighters. There are a few contracts used in our State which have caused challenges involving state statutes and the interpretation of statutes. A public notice is required with the intent to participate in the program, along with a preapproval of the Budget's Chief Procurement Officer.

A discussion ensued on the publishing of the RFP with the State that would include all localities. Discussions are in progress with the City and County of Honolulu's Department of Budget and Fiscal Services. Mr. Grindle will be forwarding questions to the SFC to pursue this matter further with their respected counties. Contracts that are within certain fiscal thresholds may be available for use as a bid or procurement option. The HFD will be working out the details with the City and, if possible, with the State. The HFD will keep the other counties informed. A discussion ensued on the four counties posting exceptions, as there is a potential for individual counties to approve. The contract may be able to be used as a bid or procurement option. The State's small purchases may also be available to be used. The NPP will be forwarding additional information to the SFC.

B. Discussion of the Upcoming 2016 legislative Bills

Administrator Bratakos and SFC staff reviewed the 2016 Legislative bill proposals. The fireworks housekeeping bill will eliminate the definition of redistribution. The bills will be submitted in the 2016 Legislative Session.

C. SFC Statewide Programs

1. Fire/Life Safety Educational Initiatives

- a. The Smoke Alarms For Everyone program with the Hawaii Chapter of the American Red Cross and the International Brotherhood of Electrical Workers has been completed on all islands.
- b. Honolulu is implementing International Fire Service Accreditation Congress certification for the Fire Inspector I and II levels.

2. Hawaii Fire Data Collection/Analysis

- a. The HFD revised its data collection report of fires to include smoke alarm activations, the number of occupants safely evacuated, etc. The HFD will forward the revisions to the other counties.

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- b. A discussion ensued regarding the implementation of Crystal Reports and the Environmental Systems Research Institute products, third-party inspection reporting for county data collection.
- c. The SFC discussed its 2016 legislative proposals with Senator Clarence Nishihara, who chairs the Senate's Public Safety, Intergovernmental and Military Affairs Committee.

D. Next Quarterly Meeting

The next SFC quarterly meeting will be held in Kona. Potential dates for late February or early March will be sent out to SFC members.

IV. Adjournment

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

Record of Votes: Chair Neves - Aye
Vice Chair Westerman - Aye
Member Murray - Aye
Member Rosario - Aye



MANUEL P. NEVES
Chair