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

Date of Meeting: September 3, 2015

Place of Meeting: Kauai Fire Department (KFD)
4444 Rice Street, Suite 315
Lihue, Hawaii 96766

Present:

Manuel Neves	SFC Chair Fire Chief, Honolulu Fire Department (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, KFD
Socrates Bratakos	SFC Administrator Battalion Chief (BC), HFD
Daryl Date	SFC Fire Prevention Committee (FPC) Member Fire Captain, KFD
Kilipaki Vaughn	Fire Inspector, KFD
Adam Rosenberg	Deputy Attorney General State of Hawaii (State) Department of the Attorney General (DAG)

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Raymond Bizal

Southwest Regional Director
National Fire Protection Association (NFPA)

I. Introduction

- A. Chair Neves called the meeting to order at 10 a.m.
- B. Chair Neves welcomed everyone, and an introduction of attendees followed.
- C. Approval of the SFC FY 2014-2015 Fourth Quarter Meeting Minutes

Motion: Vice Chair Westerman motioned to amend the SFC FY 2014-2015 Fourth Quarter Meeting Minutes to change item C.1.g. on page 5 under Vice Chair Westerman's report as follows:

- g. The SKED rescue equipment unit purchase is in progress.

The motion passed.

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

D. Approval of Agenda

Motion: Vice Chair Westerman 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 2012 Fire Prevention Grant that was used to purchase smoke detectors in elderly and high-risk homes with the aid of the International Brotherhood of Electrical Workers is now closed.
- b. The 2013 Assistance to Firefighters Grant (AFG) for a driver simulator is now on track. The noncompliance issue with the vendor has been met with the State's Hawaii Compliance Express, and a purchase order was issued. There is no delivery date at this time.
- c. The 2014 U.S. Forest Service grant of \$100,000, which requires 100% matching funds, will be utilized for training and equipment associated with wildland fire mitigation.
- d. The Division of Forestry and Wildlife (DOFAW) Rural Assistance grant continues to be utilized to purchase wildland fire equipment.
- e. The 2014 Community Development Block Grant (CDBG) in the amount of \$240,000 was utilized to purchase a brush truck for the Pahala Fire Station.
- f. The 2015 CDBG grant will be utilized to purchase a brush truck for the Puna Fire Station.

2. County Issues

- a. The HCFD's FY 2015-2016 budget cycle is about to begin. The budget kick-off meeting is scheduled for September 2015.
- b. The HCFD's Capital Improvement Program budget for the replacement of the Kawaiiani Fire Station has been approved and is moving forward.
- c. The 44th Fire Fighter Recruit (FFR) class commenced on September 1, 2015.
- d. The Merit Appeals Board hearing commenced for the 14 BCs, who claim that the Hawaii County violated Hawaii Revised Statutes, Section 89C by not compensating them accordingly. The BCs consist of seven active and seven retired members.

3. Other Matters

The 15th Annual Daniel Sayre Awards dinner is scheduled on September 5, 2015. This nonprofit organization donated equipment and training for HCFD members. The annual awards dinner showcases department personnel who went above and beyond the call of duty during 2014.

B. Report of Member Murray

1. Grants

- a. A CDBG grant of \$708,000 will be utilized to purchase four tankers for Molokai.
- b. A CDBG grant of \$125,000 was utilized to purchase a brush truck for Lanai.
- c. A CDBG grant of \$900,000 will be utilized to purchase a pumper truck for Hoolehua, which will be going out to bid for delivery in 2016.
- d. A Monsanto grant of \$13,086 was utilized for a Physio-Control unit, which is in service at the Lahaina Fire Station.
- e. A United States Department of Agriculture grant was utilized for brush abatement.
- f. The 2015 AFG grant in the amount of \$57,300 has been submitted for approval for Molokai's cascade system.
- g. The 2015 Department of Transportation grant for \$50,000 for high-visibility raincoats was not approved.

2. County Issues

- a. The MFD's budget for the current FY is zero-based with an amendment for overtime expenses.
- b. The Internal Affairs Officer has been in place as of July 16, 2015.

A discussion ensued on the use of this type of position. Member Murray will provide information to SFC members on this matter.

- c. The MFD's recent FFR class held their graduation in July 2015, which consisted of 28 FFRs, including 14 state students.

3. Other Matters

A discussion ensued regarding the retention of 40-hour MFD personnel.

- C. Report of Vice Chair Westerman

1. Grants

- a. The KFD applied for a 2014 Department of Homeland Security grant, which will be utilized for an Emergency Medical Technician class and to purchase training equipment.
- b. A 2014 AFG grant was awarded and will be utilized to purchase an aerial apparatus. The KFD is still awaiting a fire prevention grant for Fire Inspector training.
- c. 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.
- d. A DOFAW grant of \$18,750 was utilized to purchase wildland fire equipment and travel for training.
- e. The 2014 CDBG grant was utilized to purchase a Ford 550 truck. The SKED rescue equipment unit is in progress.
- f. The KFD did not submit an application to the Federal Highway Safety Fund.

2. County Issues

The KFD has significant issues with over 120 brush fires since December 2014 that are 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 American Red Cross to install an additional 100 smoke alarms.

- b. The Kauai Junior Lifeguards won the state championship for the twelfth time. Mahalo to Hawaii Island for their hospitality.
- c. Vice Chair Westerman attended the 2015 Fire-Rescue International conference held in Atlanta, Georgia. The conference provided classes in several areas, including fire-based emergency medical services (EMS) and being part of an administrative team.
- d. The KFD is continuing to work with the Office of the County Attorney to finalize the fire code with the county administration.
- e. The KFD's 26th FFR class commenced on August 1, 2015.

D. Report of Chair Neves

1. Grants

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

- a. The HFD received a \$100,500 SHSG grant, which will be utilized to purchase rescue training equipment.
- b. The HFD received a \$210,000 SHSG grant, which will be utilized to purchase an electronic fuel management system and station hardening.
- c. The HFD received a \$200,000 UASI grant, which will be utilized to purchase the 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 training.
- e. The HFD received a \$95,000 DOH grant, which will be utilized for rescue train-the-trainer training 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 HFD is in the process of working on the FY 2017 budget.

- b. Helicopter repairs are being performed, which includes maintenance overhaul. The HFD is working on the following: (1) acquisition of the Honolulu Police Department's helicopter; (2) acquisition of a new helicopter; and (3) filling relief pilot positions.
 - c. The HFD is working to implement three new administrative Captain positions.
 - d. The 101st FFR Class consisting of 38 FFRs will graduate in November 2015.
 - e. The HFD received reaccreditation from the International Fire Service Accreditation Congress to certify at various levels.
 - f. TargetSolutions, an online training program, is being utilized for self-study refresher training.
 - g. The Joint Traffic Management Center is being built.
 - h. The City and County of Honolulu's Employee of the Year is FF III Michael Jones.
 - i. The HFD is in the process of purchasing seven engines, one aerial, and three pickup trucks.
3. Other Matters
- a. The Honolulu Firefighters Foundation fundraiser will be held on September 11, 2015.
 - b. The HFD is looking at EMS funds for treatment and service. Training by Kurt Henke is scheduled on December 3, 2015, and e-mails will be sent regarding stipends.
 - c. The Hawaii Fire Chiefs Association (HFCA) will be meeting to discuss charter changes.

III. Unfinished Business and General Orders

A. SFC Administrator's Report

1. SFC Update on the Fire Code

SFC Administrator Bratakos and Mr. Bizal discussed the following:

- a. The NFPA conducted training on September 1, 2015, in Honolulu and presented changes from the NFPA 1 Fire Code, 2012 to the 2015 editions. Training on the 2012 edition, with state amendments, will be conducted in each county in February 2016. Administrator Bratakos provided information on the nonpublication of state fire code amendments incorporated into the NFPA Fire Code.
 - b. A discussion ensued regarding the Western Fire Chiefs Association's appointment of Captain Paul Haake of the MFD to the NFPA 1 Fire Code Technical Committee
 - c. A discussion ensued on the NFPA development of the Emergency Response Advisory committees.
 - d. Captain Date summarized the recent work and discussions held at the FPC meeting on September 1-2, 2015, at the HFD Headquarters (HQ).
2. Chair Neves, Administrator Bratakos, and staff met with Linda Chu Takayama and Leonard Hoshijo, newly appointed Director and Deputy Director, respectively, from the Department of Labor and Industrial Relations on June 1, 2015 at HFD HQ.
 3. Status of the County Fire Codes

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

Honolulu: The Honolulu City Council's hearing was held on August 5, 2015, and the fire code passed the first reading and was referred to the Committee on Public Health, Safety and Welfare. This committee will meet on August 18, 2015.

Kauai: The amendment package is being reviewed by the Office of the County Attorney.

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.

4. State Building Code Council (SBCC)

- a. The SBCC's investigative committee work is in progress for the 2012 editions of the International Building Code (IBC) and the International Residential Code.

The administrative rules adoption process for the Uniform Plumbing Code, 2012 Edition; the National Electric Code, 2014 Edition; and the International Energy Conservation Code, 2015 Edition are ready to begin. Administrative and funding support to assist in the codes adoption are being formulated. Federal Emergency Management Agency grant funding may also be available to adopt the IBC, 2012 Edition as a hazard mitigation project.

- b. Administrator Bratakos is the newly elected Chair of the SBCC, and Willard Nishigata of the City's Honolulu Department of Planning and Permitting is the new Vice Chair.

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 p.m.

5. Statewide Training and Education

- a. FY 2015 Two-Day Off Campus Classes

Eight of the nine two-day classes have been delivered.

- b. FY 2016 Two-Day Off Campus Classes

Maui and Kauai will have two class selection opportunities during the open enrollment period from September 1 to 30, 2015.

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

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

- e. Mr. Bizal discussed the NFPA online study courses on various types of alternative vehicle training. A discussion ensued on various training opportunities statewide.

6. Reduced Ignition Propensity Cigarette (RIPC) Program

- a. Cigarette manufacturer's certification and recertification fees collected now total more than \$864,500 since the inception of the program. Recertification fees to be collected for calendar year 2015 is anticipated to be \$146,250.
- b. The Legislative Reference Bureau reviewed and returned the draft RIPC Administrative Rules. The DAG recommended revisions to the draft rules to eliminate restating the RIPC statute. Revisions are in progress.
- c. The RIPC program manager is working on quotes that would test a total of 200-300 brand/styles for the next three years.
- d. The RIPC program manager will conduct retail site inspections in Hawaii and Maui counties in August 2015. Thereafter, inspections will be conducted on Kauai, a follow-up in Hawaii County, and possibly Molokai and Lanai.

7. FPC

The FPC is facilitating their county fire code ordinance adoption process. The NFPA conducted training in Honolulu on the changes between the NFPA 1 Fire Code, 2012 Edition to the 2015 Edition on September 1, 2015. On September 2, 2015, the FPC began its review of the 2015 Edition fire code as the next state fire code.

B. National Fire Issues/Concerns

Chair Neves presented his report on the 2015 National Association of State Fire Marshals conference held in Nashville, Tennessee on July 27-29, 2015.

C. Conferences and Meetings

1. The HFCA's Annual Conference on December 3-5, 2015, at the Hilton Hawaiian Village Waikiki Beach Resort
2. The NFPA Conference and Expo on June 13-16, 2016, in Las Vegas, Nevada

IV. Adjournment

Motion: Chair Neves motioned to adjourn the meeting at 2 p.m. The motion passed.

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



MANUEL P. NEVES
Chair

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

Date of Meeting: September 4, 2015
Time of Meeting: 8:30 a.m.
Place of Meeting: Kauai Fire Department (KFD)
4444 Rice Street, Suite 3015
Lihue, Hawaii 96766

Present:

Manuel P. 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, County of Maui
Darren Rosario	SFC Member Fire Chief, Hawaii Fire Department
Socrates Bratakos	SFC Administrator Assistant Chief, HFD
Daryl Date	SFC Fire Prevention Committee (FPC) Member Fire Captain, KFD
Kilipaki Vaughn	Fire Inspector, KFD

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September 4, 2015

Adam Rosenberg	Deputy Attorney General State of Hawaii (State) Department of the Attorney General
Joel Bautista	Engineer Department of Water (DOW)
Edward Doi	Engineer, DOW
Leolynn Escalona	Building Inspector Supervisor Department of Public Works (DPW) Building Division
Keith Komishi	Engineer Technician, DOW
Francis Layaoel	Electrician Inspector Supervisor DPW, Building Division
Kirk Saiki	Manager, DOW

I. Introduction of Attendees

- A. Chair Neves called the meeting to order at 8:40 a.m.
- B. Chair Neves welcomed everyone, and an introduction of attendees followed.

II. Review of the September 3, 2015, Meeting Notes

Administrator Bratakos reviewed the September 3, 2015, meeting notes.

III. New Business

A. Presentation by County of Kauai's DOW and DPW Representatives

A discussion ensued between the SFC and DOW and DPW representatives on residential fire sprinkler adoption efforts regarding codes and standards, meter types and sizing, tanks and pumps, installation costs, water infrastructure, exposures and setbacks, modern home fire statistics and characteristics, American Water Works Association requirements, tax credits, and home-based boundaries and storage, including County of Kauai's specific requirements.

B. Discussion of the Upcoming 2016 Legislative Bills

A discussion ensued on the upcoming 2016 Legislative bills.

C. Statewide Training Opportunities

A discussion ensued concerning the use of grant funds for training from the State Department of Defense.

D. SFC Statewide Programs

1. Update on Proposed Administrative Rules for Licensing Individuals to Conduct Inspection, Maintenance, and Testing of Fire Extinguishers, Fire Protection Systems, and Fire Alarm Systems

A discussion ensued on this matter which is currently under review by the State.

2. 2015 Fire Prevention Week on October 4-10, 2015

A discussion ensued on the various activities for each county.

E. Next Quarterly Meeting

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

V. Adjournment

Motion: Vice Chair Westerman 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