

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

Date of Meeting: March 2, 2016

Time of Meeting: 9:30 a.m.

Place of Meeting: Mayor William Kenoi's West Hawaii Office
74-5044 Ane Keohokalole Highway
Building C, Second Floor
Kailua-Kona, Hawaii 96740

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 (MFD), County of Maui
Darren Rosario	SFC Member Fire Chief, Hawaii Fire Department (HCFD)
Socrates Bratakos	SFC Administrator Assistant Chief (AC), HFD
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 10 a.m.
- B. Chair Neves welcomed everyone, and an introduction of attendees followed.
- C. Approval of the SFC FY 2015-2016 Second Quarter Meeting Minutes

Motion: Member Rosario motioned to approve the SFC FY 2015-2016 Second 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 Murray 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. The driver simulator was delivered to the HCFD in January 2016 and is now part of the HCFD's Training Division.
- b. A 2015 AFG application is being submitted to purchase self-contained breathing apparatus (SCBA) replacements. The HCFD is still awaiting notification.
- c. A 2015 AFG regional application is being considered to purchase a

mobile air and light truck.

- d. A 2015-2016 Community Development Block Grant (CDBG) was used to purchase a wildland brush truck for the Pahoia District. The preconstruction meeting was held in February 2016. The estimated time of arrival is July 2016.
- e. A 2016-2017 CDBG for a wildland class A pumper was approved with reduced funding. The HCFD is waiting for the release of funding by the U.S. Department of Housing and Urban Development.
- f. A 2015 U.S. Forest Service Grant of \$100,000 will be utilized to purchase wildland equipment and training. HCFD personnel will attend Maui's Ulupalakua Controlled Burn exercise, California Nevada Hawaii (CNH) Wildland Fire Conference on Kauai, and the Wildland Urban Interface Conference in Nevada.
- g. The Division of Forestry and Wildlife (DOFAW) Rural Assistance grant continues to be utilized to purchase wildland fire equipment.
- h. A 2014 State Highway Safety Grant (SHSG) was awarded to the HCFD and utilized for E-hydraulic extrication devices and strut systems.
- i. A 2015 SHSG was awarded to the HCFD for portable lighting systems for all companies.

2. County Issues

- a. The HCFD's FY 2015-2016 budget cycle began after a meeting with the Department of Budget and Finance on December 22, 2015, with a status quo budget directive. A supplemental budget request has been submitted for positions and equipment previously denied due to Hawaii County's funding shortfall.
- b. The HCFD's Capital Improvement Program budget for the replacement of the Kawaiiani Fire Station has been approved, and the work will commence within the next two weeks. The official ground breaking ceremony is scheduled for April 2016.
- c. The 44th Fire Fighter Recruit class commenced on September 1, 2015.
- d. The Merit Appeals Board hearing continues to be held for two Battalion Chiefs (BC), who claim that the Hawaii County violated Hawaii Revised

Statutes, Section 89C by denying them overtime benefits when they were placed on paid leave pending an investigation.

- e. The HCFD's projected retirements are less than five personnel for the year ending 2016.

B. Report of Member Murray

1. Grants

- a. A 2015 CDBG grant of \$408,000, to be utilized to purchase 75 SCBAs is awaiting a decision.
- b. A 2015 CDBG grant of \$675,000 to purchase four tankers has been approved.
- c. A 2016 CDBG grant of \$900,000 to purchase a fire truck for Ho`olehua has been approved.
- d. A U.S. Department of Agriculture Forest Service grant of \$22,137.50 to purchase firebreak equipment for Olowalu has been approved and completed in 2015. The MFD is awaiting release of the funds to pay West Maui Land Company.
- e. A DOFAW Volunteer Fire Assistance grant of \$10,000 will be utilized to purchase wildland fire equipment and training. This will be the last year of DOFAW grants.
- f. A 2015 Department of Transportation grant of \$27,923.46 to purchase hydro-fusion struts has been submitted for reimbursement.
- g. A 2015 Homeland Security (HS) grant of \$150,000 is being used for Incident Management Team training and exercises.
- h. A 2015 HS grant of \$50,000 was used to purchase urban search and rescue equipment.
- i. A 2015 AFG grant of \$75,000 to purchase a Cascade system for Molokai was not approved.

2. County Issues

- a. The MFD's revised budget for FY 2016 must be approved by the Maui County Council's Budget Committee.
- b. The MFD's budget for FY 2017 will be the same as FY 2016. Due to large wildland fires, the MFD incurred over \$400,000 in expenses due to overtime, equipment, and helicopter rentals.
- c. The MFD experienced challenges in the physical agility test process with the Department of Personnel.
- d. The MFD's new recruit class is projected to commence in July 2016.

C. Report of Vice Chair Westerman

1. Grants

- a. A 2015 HS grant will be utilized for an emergency medical technician class.
- b. A 2014 AFG grant was awarded and will be utilized to purchase a Rosenbauer aerial apparatus.
- c. The KFD is applying for a 2015 AFG grant to purchase a helicopter tender and automated external defibrillators (AED).
- d. The 2013 Staffing for Adequate Fire and Emergency Response grant, which was utilized for six fire fighter (FF) positions, will end in April 2016. The KFD will not apply for a 2015 grant.
- e. A DOFAW grant of \$18,750 will be utilized to purchase wildland fire equipment and travel expenses for training at the Fire Department Instructors Conference on April 18-23, 2016, in Indianapolis, Indiana and the CNH Wildland Fire Conference on April 12, 2016, at the Sheraton Kauai Poipu on Kauai.
- f. The 2014 CDBG grant was utilized to purchase a Ford 550 truck.
- g. The KFD is in the process of submitting an application to the Federal Highway Safety Fund which will be utilized to purchase incident scene lights.

2. County Issues

- a. The KFD's 26th Recruit Class will be graduating on March 23, 2016. The KFD thanked Chair Neves and the HFD for assisting with certifications.
- b. The Kauai County's Ordinance No. 991 requires the KFD to charge for rescues. They are working out the issues, including Federal Aviation Administration (FAA) requirements.
- c. The KFD submitted its budget to the county's administration, which included reallocating Deputy Chief, AC, and two FF positions.
- d. The KFD's projected costs for turnouts, SCBAs, and AEDs will be over \$1.24 million.
- e. The KFD will submit the County of Kauai's Fire Code to the Kauai Council on March 23, 2016.

3. Other Matters

- a. The KFD continues to partner with the Hawaii Chapter of the American Red Cross to install smoke alarms.
- b. Administrator Bratakos will look into providing a letter regarding an airport parking allowance for SFC attendees while on business.
- c. The KFD ordered a new helicopter tail rotor box.

D. Report of Chair Neves

1. Grants

The Department of Transportation's Highway Safety Grant in the amount of \$25,445.02 was used to purchase extrication gloves.

2. County Issues

- a. The All-Hazards Incident Management Team (AHIMT) is planning for the International Union for the Conservation of Nature conference. They are also looking into live-burn training and Blue Card implementation; and will conduct Rapid Intervention Team training starting in April 2016.
- b. The HFD's methodology for procurement of vehicles has changed with several apparatuses being deferred until FY 2017.

- c. The HFD promoted two BCs and is in the process of promoting Fire Captains.
- d. The HFD is finalizing the donation of the Honolulu Police Department's helicopter to the HFD.
- e. A discussion ensued on helicopter rescue charges and related issues, including FAA requirements and helicopter parts procurement.
- f. The Smoke Alarms For Everyone program now has smoke alarms for the hearing impaired. The Kapiolani Community College is partnering with the HFD for sign language translation.
- g. The HFD's FY 2017 budget will be presented to the Honolulu City Council within a week and includes the following:
 - (1) Reactivation of East Kapolei Fire Station ladder positions
 - (2) Construction for the Hauula Fire Station and planning a new Pearl City Fire Station
 - (3) Working on fire station properties for Koa Ridge and Hoopili development projects
 - (4) The HFD petitioned the Honolulu Community Development Association for another fire station due to the projected development in Kaakako.

3. Other Matters

A discussion ensued on the status of the Fire Rescue Group Purchasing Organization.

Motion: Member Rosario motioned to recess for lunch at 11:15 a.m. The motion passed.

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

The meeting reconvened at 1:15 p.m.

III. Unfinished Business and General Orders

E. 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 sent to the Kauai County Council. Meetings with individual council members began on February 22, 2016.

Maui: The amendment package was adopted and became effective on 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. Final revisions on the structural and nonstructural administrative rules are in progress for the 2012 editions for the International Building Code (IBC) and International Residential Code. No update on Federal Emergency Management Agency grant funding to adopt the IBC, 2012 Edition as a hazard mitigation project. The International Energy Conservation Code, 2015 Edition and the National Electric Code were approved by the Small Business Regulatory Review Board. An appropriation bill to fund the SBCC is moving through the legislature. Administrator Bratakos' eight-year term ended on March 2, 2016. SFC Administrative Specialist Lloyd Rogers will replace him as the SFC voting member.

b. The HCFD will host the Training Resource And Data Exchange Region IX- sponsored six-day class course entitled, "Management Strategies for Success" scheduled on May 9-14, 2016.

3. Statewide Training and Education

a. FY 2016 Two-Day Off-Campus Classes

One of nine two-day classes has been delivered in Honolulu. One class is being delivered in Hilo.

- b. Training was conducted in each county on the National Fire Protection Association 1 Fire Code, 2012 Edition with state amendments.

4. Reduced Ignition Propensity Cigarette (RIPC) Program

- a. A total of \$932,250 in certification fees has been collected since the inception of the RIPC program in 2009. Anticipated RIPC fees to be collected for calendar year 2016 is \$15,000 of which \$3,375 has been received to date.
- b. A draft of the RIPC Administrative Rules is currently being reviewed by the DAG.
- c. The RIPC program manager continues to conduct retail site inspections throughout the State. As of February 23, 2016, 235 retail inspections have been conducted within the four counties. No violations have been found.
- d. As of February 23, 2016, 187 cigarette brand/styles have been purchased from various retailers. The total purchase cost is more than \$5,700, including shipping and handling.
- d. The RIPC random testing of 75 brand/styles was conducted in May/June 2015 at a cost of \$24,233.45. During February 2016, 96 brand/styles were sent out for independent testing. The cost for testing these samples will be just under \$40,000. We anticipate another 150-200 samples to be submitted for the remainder of the year.

5. Fire Prevention Committee (FPC)

On January 20-21, 2016, the FPC conducted its review of the 2015 fire code as the next state fire code and completed up to the beginning of Chapter 14. The FPC's next meeting is scheduled on March 1-2, 2016, in Honolulu.

6. Fire Protection Systems Administrative Rule

SFC staff completed revisions to the fire protection systems administrative rules after receiving several private vendor comments. Vendor comments and the SFC responses were posted on the SFC website. The

administrative rule was reviewed by the Legislative Reference Bureau and is currently under review by the DAG.

F. Conferences and Meetings

1. Vision 20/20 Fire Prevention Symposium on March 10-12, 2016, in Fairfax, Virginia
2. Metropolitan Fire Chiefs Association Conference on May 13-17, 2016, in Long Beach, California
3. National Fire Protection Association 2016 Conference and Expo on June 13-16, 2016, in Las Vegas, Nevada
4. National Association of State Fire Marshals 2016 Annual Conference on July 19-21, 2016, in Albuquerque, New Mexico
5. Fire-Rescue International 2016 Annual Conference on August 17-20, 2016, in San Antonio, Texas

IV. Adjournment

Motion: Member Rosario 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

MANUEL P. NEVES
Chair

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Robert Perreira

Member, Fire Prevention Committee
Battalion Chief (BC)

Dr. Clay Trauernicht

Wildland Fire Specialist
Department of Natural Resources Environment and
Management, College of Tropical
Agriculture and Human Resources, University of
Hawaii at Manoa

Yan Bratakos

Public Guest

Zian Zeng

Public Guest

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 March 3, 2016, Meeting Notes

Administrator Bratakos reviewed the March 3, 2016, meeting notes.

III. Unfinished Business

BC Perreira provided an update of the State Fire Code and fire prevention certification efforts. He stated that the counties are looking into further support for the Fire Fighter's Safety Guide.

III. New Business

A. Presentation by Dr. Trauernicht

Dr. Trauernicht provided copies of his report entitled "*Challenges to Rapid Wildfire Containment in Hawaii.*" A discussion among members ensued on wildland fire issues; fire service; model moving towards prevention and public awareness; decline of the agriculture business in Hawaii; homes built in Wildland Urban Interface areas; letting fires burn and conserving resources; grant applications; incident documentation, including the National Fire Incident Report System (NFIRS); wildland fire suppression impacts and other fire service budget and operations; and reimbursements that are not returned within the current FY.

Dr. Trauernicht will update his report and materials and stay in contact with the four county fire departments.

A recess was called at 9:45 a.m., and the meeting reconvened a 9:55 a.m.

B. Discussion of the Upcoming 2016 Legislative Bills

A discussion ensued after Administrator Bratakos reviewed the status of the current 2016 legislative bills.

C. SFC Statewide Programs

1. An update was provided on the proposed administrative rules for Licensing Individuals to Conduct Inspection, Maintenance, and Testing of Fire Extinguishers, Fire Protection Systems, and Fire Alarm Systems.

2. An update was provided on the proposed administrative rules for the Reduced Ignition Propensity Cigarette Program.

3. Fire/Life Safety Educational Initiatives

A discussion ensued on the use of the HFD's mascot, Poki, including the purchase of costumes.

4. Hawaii Fire Data Collection/Analysis

A discussion ensued on the national models of incident reporting and ability to report on state statistics. Administrator Bratakos will check with the NFIRS coordinator on models for state reporting.

D. Next Quarterly Meeting

The next SFC quarterly meeting will be held in Maui. Potential dates for late

May or early June will be sent out to SFC members.

IV. Adjournment

Motion: Vice Chair Westerman motioned to adjourn the meeting at 11 a.m. The motion passed.

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

MANUEL P. NEVES
Chair