

DAVID Y. IGE  
GOVERNOR

SHAN S. TSUTSUI  
LIEUTENANT GOVERNOR



LINDA CHU TAKAYAMA  
DIRECTOR

LEONARD HOSHINO  
DEPUTY DIRECTOR

STATE OF HAWAII  
DEPARTMENT OF LABOR AND INDUSTRIAL RELATIONS  
830 PUNCHBOWL STREET, ROOM 321  
HONOLULU, HAWAII 96813  
[www.labor.hawaii.gov](http://www.labor.hawaii.gov)  
Phone: (808) 586-8844 / Fax: (808) 586-9099  
Email: [dliir.director@hawaii.gov](mailto:dliir.director@hawaii.gov)

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

Date of Meeting: June 2, 2016  
Time of Meeting: 9:30 a.m.  
Place of Meeting: Kahului Fire Station  
Training Room #1  
200 Dairy Road  
Kahului, Hawaii 96732

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

I. Introduction

- A. Chair Neves called the meeting to order at 9:57 a.m.
- B. Chair Neves welcomed everyone, and an introduction of attendees followed.
- C. Approval of the SFC FY 2015-2016 Third Quarter Meeting Minutes

Motion: Vice Chair Westerman motioned to approve the SFC FY 2015-2016 Third 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. A 2015 Assistance to Firefighters Grant (AFG) application is being submitted to purchase self-contained breathing apparatus replacements. The HCFD is still awaiting notification.
- b. A 2015 AFG regional application is being considered to purchase a mobile air and light truck.

- c. A 2015-2016 Community Development Block Grant (CDBG) was used to purchase a wildland brush truck for the Pahoia District, which is currently in production and estimated to be completed on July 2, 2016.
- d. A 2016-2017 CDBG grant for a wildland class A pumper was approved with reduced funding. The HCFD is awaiting the final release of funding by the U.S. Department of Housing and Urban Development.
- e. A 2015 U.S. Forest Service Grant of \$100,000 is ongoing and will be used to purchase wildland equipment and funding wildland training opportunities. HCFD personnel will attend Maui's Ulupalakua Controlled Burn exercise, the California Nevada Hawaii (CNH) Wildland Fire Conference on Kauai, and the Wildland Urban Interface (WUI) Conference in Nevada.
- f. The Division of Forestry and Wildlife (DOFAW) Rural Assistance grant continues to be utilized to purchase wildland fire equipment.
- g. A 2014 State Highway Safety Grant (SHSG) was delivered to the HCFD and utilized for E-hydraulic extrication devices and strut systems. Training for the equipment is being planned.
- h. A 2015 SHSG has been received and utilized for portable lighting systems for all companies.

## 2. County Issues

- a. The HCFD's FY 2016-2017 budget cycle is close to completion. The budget department adjusted the HCFD's budget to include the vacant Battalion Chief (BC) of Operations position and replacement of the off-road tanker for the Waimea Fire Station.
- b. The HCFD's Capital Improvement Program (CIP) budget for the replacement of the Kawaihoni Fire Station has been approved. The official groundbreaking ceremony was held on April 7, 2016. Construction is on schedule and estimated to be completed by November 2016.
- c. The 44<sup>th</sup> Fire Fighter Recruit class is in its final completion period. Recruit graduation is scheduled for June 10, 2016.

- d. The Merit Appeals Board hearing has been completed for two BCs, who claim the Hawaii County violated Section 89C of the Hawaii Revised Statutes, by denying them overtime benefits when they were placed on paid leave pending an investigation. The two BCs' claims were denied.
- e. The HCFD's projected retirements are less than five personnel for the year ending 2016.

3. Other Matters

- a. The State Department of Health (DOH) granted a one-year approval to the HCFD for the destruction of unwanted surplus fireworks in the community. Surplus fireworks are burned at a local landfill.
- b. The HCFD introduced Poki, the fire safety mascot, to Hawaii County.

B. Report of Member Murray

1. Grants

- a. The MFD submitted their final closing document for the Olowalu Village Firebreak Project utilizing the WUI grant. The MFD collaborated with the West Maui Land Company and the Department of Land and Natural Resources' DOFAW.
- b. A 2015 CDBG grant of \$675,000 was used to purchase four tankers for Kaunakakai, which is scheduled for delivery in June 2016.
- c. A 2016 CDBG grant of \$900,000 was used to purchase a fire truck for Hoolehua, which is scheduled for delivery in September 2016.
- d. The MFD discussed a fitness program with the Hawaii Medical Service Association program manager. The MFD's adhoc group met to form and start the program.

2. County Issues

- a. The MFD's FY 2017 budget sustained major cuts by the Maui County Council's (MCC) Budget Committee. Major cuts include the MFD's training program, the Incident Management Team, and the promotion of two BCs. In addition, the MCC proposed cutting the hazardous

materials company's services and overtime, which is required by the collective bargaining agreement.

- b. Member Murray thanked the HFD and the HCFD for their assistance with the BC interviews.
- c. Effective July 1, 2016, the MFD will manage Ocean Safety.

Motion: Member Rosario motioned to recess to take photos for the Fire Fighter's Safety Guide (FFSG) and lunch at 11:30 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.

#### C. Report of Vice Chair Westerman

##### 1. Grants

- a. The State denied Homeland Security Grant funding to fund requested items the KFD feels is best for the Kauai County.
- b. Kauai County Council (KCC) awarded the KFD funding from the 2016 budget to purchase a Rosenbauer engine for the Hanalei Station.
- c. A 2014 AFG grant was awarded and will be utilized to purchase a Rosenbauer aerial apparatus with expected delivery in September 2016.
- c. The KFD applied for a 2015 AFG grant to purchase a helicopter tender and automated external defibrillators.
- d. The 2013 Staffing for Adequate Fire and Emergency Response grant, which was utilized for six fire fighter (FF) positions, ended in April 2016. The KFD was granted a two-week extension to utilize the remaining funding of \$6,000.
- 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.

- f. The KFD did not apply for a CDBG grant.
- g. The KFD did not apply for a Federal Highway Safety grant.

## 2. County Issues

- a. The county administration's budgeted reallocation for a Deputy Chief and an Assistant Chief was not approved. Six part-time positions for the Operational Support Office was granted to support the new roving patrol program.
- b. The KFD was notified of cuts in their budget, including over-time.
- c. The KCC passed the second and final reading for the County of Kauai's Fire Code effective May 5, 2016.

## 3. Other Matters

- a. The KFD continues to partner with the Hawaii Chapter of the American Red Cross to install smoke alarms.
- b. The KFD is collaborating with the American Medical Response; the State DOH; the City and County of Honolulu, Department of Community Services Elderly Affairs Division; and the American Red Cross regarding the elderly fall prevention program. This program is going extremely well, even with the limited overtime budget.

## D. Report of Chair Neves

### 1. Grants

Chair Neves outlined the HFD's 2016 SHSG, the DOFAW Rural Assistance, the Department of Transportation (DOT), Urban Area Security Initiative (UASI), and All-Hazards Incident Management Team (AHIMT) grant awards:

- a. The HFD received the following SHSG grants:
  - 1) Three grants in the amounts of \$72,000, \$100,500 and \$76,000, which will be utilized to purchase Chemical, Biological, Radiological, Nuclear, and Explosives (CBRNE) equipment and training

- 2) \$237,000, which will be utilized to purchase three rapid response vehicles (\$117,000), security monitoring cameras for treatment centers (\$100,000), and Honolulu Police Department radios (\$20,000)
  - 3) \$93,000, which will be used for station hardening
- b. The HFD received a \$10,000 DOFAW grant, which will be utilized for wildland fire fighting training.
  - c. The HFD received a \$12,000 2014 Fire Protection and Safety grant, which will be utilized to purchase 125 Americans with Disability Act smoke alarms.
  - d. The HFD received two DOT grants in the amounts of \$64,691.65 and \$25,000, which will be utilized to purchase a cordless extrication system and extrication gloves, respectively.
  - e. The HFD received a \$200,000 UASI grant, which will be used to purchase software for the computer-aided dispatch relocation process.
  - f. The HFD received a \$125,000 AHIMT grant, which will be utilized for AHIMT training.

## 2. County Issues

- a. The International Union for the Conservation of Nature conference will be held in September 2016.
- b. The HFD's purchase of vehicles, equipment, and planning are in progress.
- c. The HFD's FY 2017 budget passed the final reading.
- d. The HFD promoted 14 Fire Captains and is in the process of promoting FF IIs and IIIs
- e. CIP funds are allocated for the Hauula Fire Station. Improvements for the Pearl City Fire Station are being planned.
- f. Rapid Intervention Team training is ongoing and 30% completed.
- g. The HFD is preparing to implement the Blue Card Command program.
- h. The HFD is preparing a BC Assessment Center.

### 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 was adopted May 9, 2016.

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

Hawaii: A discussion with Mayor William Kenoi regarding plans review fees began.

##### 2. State Building Code Council (SBCC)

- a. Amendments for the structural and nonstructural components of the 2012 International Building Code and International Residential Code administrative rules are nearing completion. The next steps are to submit copies to the Legislative Reference Bureau and the DAG.
- b. A request for a hearing on the 2015 International Energy Conservation Code and the 2014 National Electric Code was sent to the Governor in March 2016. The hearing date for both codes has been delayed to FY17 due to Department of Business, Economic Development and Tourism (DBEDT) budget shortfalls.
- c. The Governor presented a proclamation on April 22, 2016, designating May 2016 as Building Safety Month, which is sponsored by the International Code Council.
- d. House Bill 2051 to fund the SBCC failed to progress beyond the conference committee.
- e. Since the passing of the first group of Hawaii building code ad rules in 2010, no other support has been provided by the Department of Accounting and General Services or the Legislature other than providing



the meeting room. SBCC membership provided meeting agendas/minutes; legislative bill drafting, lobbying, oral and written testimonies; drafting proposals for executive director/assistant position descriptions; numerous budget proposals; and researching of other state's building council organizations and processes. In addition to providing administrative support for the state fire code adoption, the SFC provided for the state electrical code adoption. A meeting with the Governor's Chief of Staff resulted in an exploration of using existing State staff to support the SBCC, which has not yielded anything. The work of the SBCC has continued primarily due to a few committed members, mainly the SFC, architects, engineers, and the state energy office (DBEDT). All members know the importance of their responsibilities, but without any future state support, the SFC may consider its future involvement as follows:

- 1) Continue its current role
  - 2) Provide a very limited support role through meeting attendance only
  - 3) Continue meeting and providing draft agenda/minutes, but limit involvement to consistent building code adoption amendments to produce uniform county building code ordinances (no State ad rules, unless under a state agency, i.e. fire, elevator, energy)
  - 4) Total cessation of involvement
3. Statewide Training and Education
- a. FY 2016 Two-Day Off-Campus Classes

Four of the nine two-day classes have been delivered; two in Honolulu, one on Maui, and one on the Big Island. Five more are scheduled for Honolulu (n=2), Maui (n=2), and the Big Island (n=1).
  - b. The HCFD completed the Training Resource and Data Exchange Region IX-sponsored six-day class course, "Management Strategies for Success", which was held on May 9-14, 2016. The course was delivered despite the minimum class size reduction due to station manpower shortages.
4. Reduced Ignition Propensity Cigarette (RIPC) Program
- a. A draft of the RIPC Administrative Rules is currently being reviewed by the DAG.

- b. The total certification fees collected since the inception of the RIPC program in 2009 is \$932,250.
- c. The total RIPC fees collected in calendar year 2016 is \$10,875.
- d. More than 300 retail site inspections have been conducted within the four counties.

Nonfire standard compliant cigarettes were found in two retail establishments. Both involved cigarettes that were manufactured prior to the enactment of Hawaii's RIPC Law.

- 1) In one situation, the manufacturer was requested to have its distributor remove the products from their shelves, which they did.
  - 2) In the other situation, a dozen packs of cigarettes were removed by the RIPC Program Specialist. The owner was in agreement that his customers should not be offered cigarettes that were 9 to 12 years old.
- e. A total of 221 cigarette brand/styles have been purchased from various retailers for independent RIPC testing. Total purchase cost is more than \$9,500, including shipping and handling.
  - f. The RIPC independent testing was conducted for a total of 221 brand/styles at a cost of approximately \$81,000.
  - g. The current RIPC Special Fund balance is approximately \$756,000. The SFC staff will research uses for the RIPC funds.

5. Fire Prevention Committee (FPC)

On May 17-18, 2016, the FPC reviewed the 2015 fire code by updating the 2012 fire code amendments up to the end of Chapter 63. The FPC's next meeting is scheduled on July 6-7, 2016, in Honolulu.

6. Fire Protection Systems Administrative Rule

The administrative rules are currently under review by the DAG. The next step is the Small Business Regulatory Review Board hearing.

7. Legislative Update

Of the 73 tracked bills (House = 33, Senate = 40) by the SFC, only one resolution (House Concurrent Resolution 32 Cancer Presumption Task Force) survived.

8. Proclamation Signing Ceremony

On April 22, 2016, the Governor proclaimed May 2016 as Building Safety Month to remind the public about the importance of building safe and resilient construction; fire prevention; disaster mitigation; water safety and conservation; energy efficiency; and new technologies in the construction industry. After the presentation, the Governor and his Chief of Staff briefly discussed using the Hawaii Hurricane Relief Fund to cover the costs for the administrative rule adoption process for the International Building and Residential Codes. There is a direct nexus for updated hurricane mitigation building standards and the duties of the SBCC to adopt the latest editions of national codes and standards.

9. Other Matters

- a. The SFC is looking at fireworks storage and structures that lack the National Fire Protection Association's (NFPA) standards for storage.
- b. Administrator Bratakos is requesting SFC contract positions.
- c. The NFPA is willing to fund a lobbyist, possibly through a donation from the Hawaii Fire Chief's Association, regarding Act 83, sprinklers and sunset.
- d. The SFC staff contacted each county for information on the Cancer Task Force.

B. 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. NFPA 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

C. Other Matters

1. A discussion ensued regarding using the NFPA or the U.S. Fire Administration's theme for the Fire Fighter's Safety Guide (FFSG) 2016 message. It was determined that the FFSG message will continue with the NFPA's theme.
2. A discussion ensued as to the possibility of forming a regional grant group between the counties.
3. A discussion ensued regarding the SFC's participation in the Hawaii Association of County Building Officials.
4. A discussion ensued regarding residential sprinklers.
5. A discussion ensued regarding energy issues, such as photovoltaic, battery storage, and other related matters.

IV. Adjournment

Motion: Vice Chair Westerman motioned to adjourn the meeting at 2:50 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  
FOURTH QUARTER MEETING MINUTES

Date of Meeting: June 3, 2016  
Time of Meeting: 8:30 a.m.  
Place of Meeting: Kahului Fire Station  
Training Room #1  
200 Dairy Road  
Kahului, Hawaii 96732

Present:

Manuel P. 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 County Fire Department
Socrates Bratakos	SFC Administrator Assistant Chief, HFD
Adam Rosenberg	Deputy Attorney General State of Hawaii Department of the Attorney General

I. Introduction of Attendees

A. Chair Neves called the meeting to order at 8:30 a.m.

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

II. Review of the June 2, 2016, Meeting Notes

Administrator Bratakos reviewed the June 2, 2016, meeting notes.

III. New Business

A. Discussion of the 2016 Legislative Bills

A discussion ensued regarding the 2016 legislative bills. The SFC staff will check on the cancer task force formation.

B. Western Fire Chiefs Association (WFCA) President's Forum

A discussion ensued on marijuana dispensaries and the processing facilities in Hawaii on the following topics:

1. The Hawaii law on providing dispensaries, production centers, and growth facilities. Growth facilities can have up to 3,000 plants, be enclosed, and highly secured. Production facilities must be enclosed and highly secured.
2. The concern of the fire service is primarily with fire protection due to potential hazardous materials and egress. The SFC staff will research the best practices through the WFCA, the National Association of State Fire Marshals, and the National Fire Protection Association.

C. SFC Statewide Programs

Updates were provided for the following statewide programs:

1. Proposed Administrative Rules for Licensing Individuals to Conduct Inspection, Maintenance, and Testing of Fire Extinguishers, Fire Protection Systems, and Fire Alarm Systems
2. Proposed Administrative Rules for the Reduced Ignition Propensity Cigarette Program

3. Fire/life safety educational initiatives

4. Hawaii Fire Data Collection/Analysis. A discussion ensued on the U.S. Fire Administration's rollout, data report development, and applications.

D. Next Quarterly Meeting

The next SFC quarterly meeting will be held in Kauai. Potential dates for late August or early September will be sent to SFC members.

IV. Adjournment

Motion: Vice Chair Westerman motioned to adjourn the meeting at 10 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