



**STATE OF HAWAII
DEPARTMENT OF LABOR AND INDUSTRIAL RELATIONS**

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**STATE FIRE COUNCIL (SFC)
FISCAL YEAR (FY) 2012-2013
SECOND QUARTER MEETING MINUTES**

Date of Meeting: December 3, 2012

Place of Meeting: Honolulu Fire Department (HFD) Headquarters
636 Queen Street
Honolulu, Hawaii 96813-5007

Present:

Kenneth G. Silva	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, Maui Fire Department (MFD)
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
Albert Mahoe	Assistant Chief (AC), HFD
Lloyd Rogers	SFC Administrative Specialist
Carol-Louise Carper	SFC Secretary

Gladys Marrone

Building Industry Association of Hawaii (BIA)

I. Introduction

- A. Chair Silva called the meeting to order at 9:37 a.m.
- B. Chair Silva welcomed everyone, and an introduction of attendees followed.
- C. Approval of the SFC FY 2012-2013 First Quarter Meeting Minutes.

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

D. Approval of Agenda

Under New Business, Page 2, December 3, 2012 – Informational Briefing with Select Hawaii Legislative Members: briefing was cancelled due to unavailability of Legislative members.

Motion: Vice Chair Westerman motioned to approve agenda with an amendment. The motion passed.

II. Unfinished Business and General Orders

A. SFC Member Reports/Updates

1. Report of Member Rosario

a. Grants

- (1) There are no new Homeland Security grants being applied for. Prior Homeland Security funding of \$200,000 is being used for Incident Command System (ICS) training.
- (2) The 2009 Assistance to Firefighters Grant (AFG) Health and Wellness Program has not been fully utilized. The grant has been amended to conduct further training. The 2010 AFG grant of \$4,000,000 was used for the new Makalei Fire Station that was opened on December 1, 2012.

- (3) The 2011 Staffing for Adequate Fire and Emergency Response (SAFER) grant of \$100,000 that was to pay for volunteers going to the National Fire Academy (NFA) was amended to reflect \$20,000 for a recruiting video and \$80,000 for travel. Regular personnel can attend with the lowest rank allowed being Fire Equipment Operator (FEO) 3.
- (4) The HCFD applied for the 2012 SAFER to fill 15 unfunded positions. They also applied for the 2012 AFG to replace an ambulance and a Self Contained Breathing Apparatus (SCB) survival course. HCFD is waiting on notification.
- (5) The 2010 Community Development Block Grant (CDBG) grant was used for a 3,000 gallon tanker that is in service. The 2011 grant was used for a pumper truck for the Pahoa Fire Station. The 2012 grant was used for a tanker has been approved. The HCFD will apply for a quint apparatus for 2013.

b. County Issues

Member Rosario reported that there are no major issues at this time. After the November 2012 election, Hawaii County has retained the current mayor and has six new out of nine council members.

c. Other Matters

Member Rosario reported that HCFD has a contract arbitration coming up and that discussions with the union are ongoing.

2. Report of Member Murray

a. Grants

- (1) Member Murray reported that the Homeland Security Grants have been approved for Maui County to utilize for radio communications.
- (2) The 2011 AFG grants were used for upgrading the exhaust for the “No Smoke” program that was completed for \$190,000. The Blue Card Command System (BCCS) that was purchased was used for computer based, scenario training.

- (3) The MFD did not apply for the 2012 SAFER. The 2012 Division of Forestry and Wildlife (DOFAW) grant will be used for wildland equipment or vehicles.

b. County Issues

- (1) The 2011 and 2012 General Fund (GF) were used to get a tanker for the Kahului Fire Station, which was delivered, and used to obtain a tanker for the Wailea Fire Station. The MFD is applying to keep two new engines and two ladders.
- (2) Two newly elected County Council members are supportive of the MFD.
- (3) A charter amendment to include Ocean Safety (OS) with the MFD has passed. No date has been set as to when this will take effect but the administration scheduled a target date of July 1, 2013. Member Murray stated that there are pending issues that could slow the process and projects that it will take eighteen to thirty months for Human Resources, training, union, schedules and other related issues to be addressed. The MFD's budget proposal was slightly higher than the previous budget to account for funding issues that was not addressed. Chair Silva discussed the budget concept of doing less with less by focusing on providing core services.

3. Report of Vice Chair Westerman

a. Grants

- (1) The KFD did not apply for new grants with the Homeland Security, the AFG, the Volunteer Assistance, SAFER and DOFAW.
- (2) The KFD is in the process of completing the AFG education trailer.
- (3) The KFD through the DOFAW grant received a tender from the HFD and one from the United States Department of Agriculture.
- (4) The KFD is still waiting for a reply relating to its request for three additional positions for the Lihue Fire Station for the 2012 SAFER grant. The KFD will continue to apply for SAFER. In the last year of the 2009 SAFER grant, the KFD had a requirement for maintaining of grant funded positions.

- (5) There was a discussion on the KFD's apparatus replacement program, and is exploring issues relating to the idea of "purchase vs. lease". Discussion on leasing is continuing. This could be a better avenue to use for high usage vehicles. It could also be a good idea to float bonds over five years to purchase vehicles.

b. County Issues

- (1) After the November 2012 election, Kauai County has two new members for the Kauai County Council. The relationship between the Kauai Mayor and the Kauai Police Chief is still an issue that is affecting all islands. This relationship relates to the Mayor's control over commissions.
- (2) Vice Chair Westerman stated that OS personnel had filed three lawsuits against the KFD's Fire Chief. Water safety, legislation, and OS possibly becoming a separate Hawaii Government Employees Association (HGEA) bargaining unit were discussed.
- (3) The KFD's instructions were to submit a flat budget, but they will be under their budget.

c. Other Matters

- (1) Vice Chair Westerman cautioned attendees on recording conversations during meetings.

A recess was called at 10:35 a.m., and the meeting reconvened at 10:45 a.m.

4. Report of Chair Silva

a. Grants

- (1) Chair Silva reported that the HFD has no grant reports relating to Homeland Security, AFG, Volunteer Assistance, SAFER and DOFAW.

b. County Issues

- (1) Chair Silva announced that Deputy Fire Chief Emmit A. Kane will be the Acting Fire Chief commencing January 1, 2013. The naming of the new Fire Chief should be sometime in January 2013. There was a short

discussion on State of Hawaii's legislation process and new city administration following the November 2012 election.

- (2) Chair Silva announced that the newly-elected Mayor, Kirk Caldwell, is well informed on fire issues relating to the HFD. He feels that the newly-elected Mayor will work well with the HFD.
- (3) The HFD has two new fire stations. The Ewa Beach Fire Station is occupied and on land that was donated by Haseko. The East Kapolei Fire Station is located on donated land by Department of Hawaiian Home Lands and will be in operation as a regional headquarters at the end of the year with engine and ladder companies.
- (4) Kidde/Home Depot smoke alarms give-a-way to the HFD or the SFC is currently being researched. There was discussion on smoke alarm programs and related issues. Chair Silva recommended that the SFC contact Home Depot to meet and discuss issues related to the smoke alarm give-a-way.
- (5) Chair Silva informed the members present of his recent visit to Guam where he was a speaker for Western Fire Chiefs Association (WFCA) and the International Association of Fire Chiefs. Chair Silva mentioned that Guam, Saipan, and other islands do maintain the Aircraft Rescue and Fire Fighting (ARFF) for these island airfields. These municipalities are lacking in Personal Protective Equipment (PPE) and apparatus. Eighty individuals were in attendance for this conference and are very passionate about the fire service. Chair Silva suggested that the SFC find mechanisms to assist these departments in training and equipment donations.

III. New Business

Informational Briefing with Select Hawaii Legislative Members

The informational briefing with select Hawaii legislative members was cancelled due to the unavailability of legislative members. The meeting will be rescheduled at a later date.

A. Introduction of the SFC and New Support Personnel

Lloyd Rogers introduced the SFC's newly hired staff members: Retired Fire Chief Darryl Oliveira (Island of Hawaii) as an Administrative Specialist and

Carol-Louise Carper as secretary. Both of these positions are part-time, nineteen hours per work week.

Lloyd Rogers gave a brief description of the duties of the current SFC staff. The secretarial duties that Lloyd Rogers was handling have been transferred to Carol-Louise Carper. It was explained that even though Lloyd Rogers and Darryl Oliveira have the same title as Administrative Specialist, their duties overlap although they may work independently on different projects.

B. Current Fire Service Issues

1. Gladys Marrone, representative from the BIA, was in attendance at the meeting. The SFC discussed their upcoming legislative proposals, including repeal of Act 83, 2012 Legislation Session that prohibits the counties from requiring residential sprinklers in new one-and-two family dwellings, a ban of consumer fireworks and revising the current statute relating to the fire chief's authority to approve building plans. The SFC is also considering a residential kitchen fire extinguishing task force bill to explore costs, incentives, and licensing.

A recess was called at 11:30 a.m., and the meeting reconvened at 1:25 p.m.

2. Hydrogen and Electric Vehicle Safety classes are being planned for the islands of Oahu and Hawaii. The National Fire Protection Association (NFPA) resources are now online for electric vehicles.
3. The HFD purchased an electronic subscription to the NFPA codes and standards for each county fire department and will seek reimbursement from the state.
4. The Reduced Ignition, Propensity Cigarette Program (RIPC) is in the process of hiring new personnel for this program. It was noted that the SFC needs to ensure that separate accounting is set up for funding and for positions.
5. Chair Silva mentioned that the fireworks storage in Waialeale is under review by the property owner. The federal lawsuit against the city for not allowing consumer fireworks storage in Honolulu was dismissed.

IV. Unfinished Business and General Orders Continued

A. SFC Administrator's Report

1. SFC Organizational Update

a. New Positions

The Department of Labor and Industrial Relations (DLIR) submitted a check for deposit by the HFD in the amount of \$200,000 to cover the SFC RIPC salaries and expenses.

b. Office Location Options

The SFC is currently researching different office locations. The suggested options for relocating are: staying at the current location at the HFD Headquarters, utilizing current open space at the DLIR office building, move to the HFD Museum or move to a privately owned building. Ongoing research will be continuing on this matter.

c. Budget and Supervisory Management

The HFD's administrative services office will be handling SFC's personnel and fiscal issues.

2. SFC Update on the State Fire Codes

The Fire Prevention Committee (FPC) met on August 22-23, 2012, in Honolulu. The FPC reviewed draft amendments to Title 12 that were previously worked on for NFPA 1 Fire Code, 2009 Edition, as to relevance and application to NFPA 1 Fire Code, 2012 Edition. The FPC is in the process of reviewing code changes in the 2012 Edition and will meet again on December 5 and 6, 2012 in Wailuku, Hawaii.

3. Status of the County Fire Codes

The HFD, the KFD and the HCFD have adopted the NFPA 1 Uniform Fire Code, 2006 Edition, with state and county amendments. The MFD's amendments have been submitted to Fire Chief Murray for review.

4. State Building Code Council (SBCC)

a. Legislative Revisions

The SBCC continues to meet monthly and is currently directing its efforts towards drafting legislation to amend the code adoption process from every six

years instead of the current every three years and different funding mechanisms for staff personnel.

The investigative committee for the International Building Code (IBC) and the International Residential Code (IRC) are currently reviewing the 2012 code editions.

b. SBCC Sprinkler Investigative Committee

The Investigative Committee on Fire Sprinkler Implementation in New One-and-Two Family Dwellings continues to meet monthly and will continue working on the final report of its findings. The final report is estimated for completion by the committee sometime in early 2013.

5. Statewide Training and Education

a. Direct and Delivery Courses

All nine Direct Delivery for the 2011-2012 classes have been delivered.

The 2012-2013 lists of requested courses have been approved by the National Fire Academy (NFA).

b. State Fire Training Grant

The SFC has applied for the State Training Grant and has been approved for delivery of two Courtroom Preparation and Testimony classes in early 2013. These two classes are currently scheduled for January and February 2013.

The SFC staff is coordinating the delivery of First Responder Hydrogen Safety Training classes which are to be delivered on the islands of Oahu and Hawaii in February 2013.

6. RIPC

Receipts from manufacturers currently now total approximately \$642,000 since the inception of the program. A new three-year period began in September 2012 and the manufacturers are now beginning to send in the Fire Standard Compliant documentation and payment. Work on the administrative rules and field enforcement is currently pending additional funding and positions. The SFC Administrator has submitted position descriptions to the City's Department of Human Resources for review for the RIPC program hire.

7. Fireworks

There was a brief discussion on the issues relating to fireworks which include public display fireworks, firing times, inventory, the application of current code standards per state law, the use of post-display reports, and consumer fireworks storage in all counties.

8. Other Matters – Agricultural/Aqua Task Force

The SFC Administrator hosted the task force meeting at the HFD headquarters via teleconferencing. The State Attorney General's office will be drafting the report on the committee's discussions and findings.

B. Legislation

a. 2013 Legislative Proposals

The SFC reviewed and approved the draft bills for the 2013 Legislative Session that includes the following:

1. Repeal of Act 83, 2012 Legislative Session that prohibits the counties from requiring fire sprinklers in new one-and-two family dwellings;
2. A total ban of consumer fireworks, except for religious or cultural purposes, which should include fireworks related statistics;
3. Clarifying the county fire chiefs authority to approve building plans for new construction;
4. A fireworks housekeeping bill;
5. A repeal of the sunset date for lifeguard tort liability.

The SFC will also review a bill that would look at costs and incentives for a residential kitchen fire extinguishing system in new construction and be monitoring bills relating to pension reform, E911 and other fire-related issues.

b. 2013 Legislative Session and SFC Authorization

Motion: Member Murray motioned to allow the SFC Administrator to sign submitted legislative testimony as a designee of the Vice Chair until a new Chair is selected. The motion passed.

C. Response Plans to Natural and Manmade Disasters

There is a potential need to assist the Western Pacific Islands Association (WPIA) Fire Service to discuss and share ideas relating to our respective departments. The Intrastate Mutual Aid System (IMAS) has been sharing information with the WPIA. At the present time, Samoa has not been included.

D. National Fire Issues/Concerns

The AFG grants have been extended. Matching portions of the SAFER grants have the potential for being lowered.

E. Conferences and Meetings

Chair Silva discussed the following conferences:

1. International Association of Fire Chiefs (IAFC) New Leadership Symposium on January 21-23, 2013, in Phoenix, Arizona
2. IAFC's Labor-Management Initiative Conference on January 24-25, 2013, in Phoenix, Arizona
3. IAFC's Innovation Conference on February 3-5, 2013, in San Diego, California
4. IAFC's Wildland Urban Interface Conference on March 19-21, 2013, in Reno, Nevada
5. IAFC's Fire-Rescue Med Conference on May 3-7, 2013, in Las Vegas, Nevada
6. IAFC's International Hazardous Materials Response Teams Conference on June 6-9, 2013, in Baltimore, Maryland
7. National Fire Protection Association's World Safety Conference and Exposition on June 10-13, 2013, in Chicago, Illinois

III. Adjournment

Having no further business, Chair Silva adjourned the meeting at 3:15 p.m.

KENNETH G. SILVA
Chair



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**STATE FIRE COUNCIL (SFC)
FISCAL YEAR 2012-2013
SECOND QUARTER MEETING MINUTES**

Date of Meeting: December 4, 2012

Place of Meeting: Honolulu Fire Department (HFD) Headquarters
636 Queen Street
Honolulu, Hawaii 96813-5007

Present:

Kenneth G. Silva	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, Maui Fire Department
Darren Rosario	SFC Member Fire Chief, Hawaii County Fire Department
Socrates Bratakos	SFC Administrator Battalion Chief (BC), HFD
Gary Ige	Deputy Attorney General State of Hawaii (State) Department of the Attorney General
Lloyd Rogers	SFC Administrative Specialist
Darryl Oliveira	SFC Administrative Specialist
Carol-Louise Carper	SFC Secretary
Gary Lum	Captain, HFD

Sheri Yanagida

Field Representative
Blood Bank of Hawaii

Aaron Knapp

Director of Donor Services
Blood Bank of Hawaii

I. Introduction of Attendees

- A. Chair Silva called the meeting to order at 8:47 a.m.
- B. Chair Silva welcomed everyone, and an introduction of attendees followed.

II. Review of the December 3, 2012, Meeting Notes

The SFC Administrator reviewed the December 3, 2012, meeting notes.

III. Unfinished Business

There was no unfinished business.

IV. New Business

A. Blood Bank of Hawaii Presentation

Sheri Yanagida and Aaron Knapp, representatives of the Blood Bank of Hawaii, reported that the Blood Bank's mission is to have an adequate supply of blood for the State of Hawaii. There is a need to draw 200 pints of blood daily. It was noted that 60% of individuals will need blood with only 2% donating. There is a need for an additional 7000 donors to join the donor pool. The HFD has increased 20% in donors, mostly from its administrative leadership. It only takes one hour of time to save three lives.

Chair Silva shared information about the HFD's Recruits Community Service Project with the donation of blood as a group when the Blood Bank wagon was at the Headquarters. Bento lunches were provided by the Honolulu Firefighters Foundation. The Blood Bank uses the acronym "EAT", which means "education, ask and thank".

B. SFC Statewide Programs

1. Fire/Life Safety Educational Initiatives

The HFD is continuing with their photovoltaic response research and training for their firefighters. The NFPA new conference topics include Statewide Prevention Strategies, "Fire is Everybody's Fight" and building and cooking fire data analysis.

There was discussion as to the present National Fire Incident Report System's fire incident statistical documentation to improve ways to evaluate fire problems and justify future programs.

2. Hawaii Fire Data Collection/Analysis

a. Honolulu Online System for Emergency Services Presentation (HOSES)

Captain Gary Lum of the HFD presented an overview to the SFC on HOSES. HOSES uses mad lasers to trace inspections, pre-plans, water supply systems, building structures, etc.

b. Zoll Fire Records Management System Contractor

Presently, the four county fire departments are utilizing the same software platform (Zoll) to perform and conduct all NFIRS reporting at the local and state level and to assist with the exportation of that data to the national level. Although the NFIRS or incident reporting component of the software suite is being used fairly consistently and universally by all of the county departments, the various other modules inclusive of but not limited to: Occupancy, Training, and Personnel Records are not necessarily being used to its potential and capability.

It was recommended that the SFC Communications Advisory Committee meet with the appropriate representative(s) of Zoll and discuss current issues, challenges, needs, recommendations, and the opportunity to receive updates on software and program developments. This meeting could also include the participation of each of the department's Information Technology (IT) staff as the technical deployment and troubleshooting aspect of the operations and to insure their needs and concerns are addressed.

3. Fire Protection Systems and Extinguisher Maintenance Testing

The SFC staff is researching to modernize and improve testing and licensing of individuals who do maintenance of fire protection systems and extinguishers. The SFC staff has reached out to the Western Fire Chiefs to examine their

methods that they use. The SFC will continue to look at different testing resources, admin rules, liabilities and other related issues. Upon completion of the drafted administrative rules, it will be circulated to the Fire Prevention Committee for review.

C. SFC Strategic Plan

Revisions to the Strategic Plan were submitted to the SFC Members. The SFC Members are to review, evaluate, and make comments and approve, if appropriate, at the next scheduled meeting.

D. Next Quarterly Meeting

The next SFC quarterly meeting will be held in Hilo, Hawaii. Potential dates will be sent out to the SFC Members. Proposed dates will be around the end February or the beginning of March 2013.

V. Adjournment

Having no further business, Chair Silva adjourned the meeting at 12 p.m.

KENNETH G. SILVA
Chair