



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

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

Date of Meeting: September 6, 2012

Place of Meeting: Kauai Civil Defense Agency  
Emergency Operations Center  
3990 Kaana Street, Suite 100  
Lihue, Hawaii 96766

Present:

|                   |  |
|-------------------|--|
| Kenneth G. Silva  | SFC Chair<br>Fire Chief, Honolulu Fire Department (HFD)                                  |
| Robert Westerman  | SFC Vice Chair<br>Fire Chief, Kauai Fire Department (KFD)                                |
| Jeffrey Murray    | SFC Member<br>Fire Chief, Maui Fire Department (MFD)                                     |
| Darren Rosario    | SFC Member<br>Fire Chief, Hawaii Fire Department (HCFD)                                  |
| Socrates Bratakos | SFC Administrator<br>Battalion Chief (BC), HFD   |
| Daryl Date        | SFC Fire Prevention Committee (FPC) Member<br>Fire Captain, KFD                          |
| Gary Ige          | Deputy Attorney General<br>State of Hawaii (State)<br>Department of the Attorney General |

SFC First Quarter Meeting Minutes

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September 6, 2012

I. Introduction

- A. Chair Silva called the meeting to order at 9:45 a.m.
- B. Chair Silva welcomed everyone, and an introduction of attendees followed.
- C. Approval of the SFC FY 2011-2012 Fourth Quarter Meeting Minutes

Motion: Vice Chair Westerman motioned to amend the minutes to change Haiku Fire Station to Wailea Fire Station on page 3, Item b (1) of the May 31, 2012, Fourth Quarter Meeting Minutes. The motion passed.

Motion: Member Rosario motioned to approve the SFC FY 2011-2012 Fourth Quarter Meeting Minutes as amended. The motion passed.

D. Approval of Agenda

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

II. Unfinished Business and General Orders

A. SFC Member Reports/Updates

1. Report of Member Rosario

a. Grants

- (1) The HCFD applied for a 2012 Security Assistance to Firefighters Grant (AFG) to purchase a replacement ambulance and a self-contained breathing apparatus blackout safety course.
- (2) The HCFD did not receive approval for a 2011 Staffing for Adequate Fire and Emergency Response (SAFER) grant and may have received a lower evaluation score since they are trying to fill vacant positions. They are applying for a 2012 SAFER grant to fund 15 positions.
- (3) A 2011 Division of Forestry and Wildlife (DOFAW) grant of \$96,000 is being utilized to purchase wildland fire fighting equipment and pay for attendance at a wildland fire fighting conference and ladder training on Maui. A 2012 DOFAW grant will pay for shipping of five wildland fire fighting apparatuses.

- (4) The HCFD was awarded \$250,000 in Community Development Block Grant (CDBG) funds in 2011 and 2012 to purchase tankers for the Pahoa and Kau Fire Stations, respectively. A 2010 CDBG grant of \$600,000 was used to purchase an engine apparatus for the Pahoa Fire Station. The HCFD will work with the county housing department to obtain additional CDBG funds for a brush apparatus for the Kau area.

b. County Issues

- (1) The HCFD has funding to lease two new engines. They also received five used standard transmission apparatuses from Honolulu.
- (2) The HCFD completed interviews to hire 18 Fire Fighter Recruits (FFR), who will begin training in October 2012. A letter was sent to the Hawaii Fire Fighters Association (HFFA) to augment the training division with operations personnel and request a change to a 40-hour workweek schedule.

Chief Rosario interviewed 200 candidates to fill 41 vacancies, since the current hiring language does not match vacancy needs. The HCFD began filling the top-ranked vacant positions first and will fill six paramedic positions for a class in January 2013.

- (3) Chief Rosario has served one year, and his greatest challenges involved human resources and budget issues. Their budget has not increased during the past few years; however, supplemental budgets were added to meet priority needs. Their FY 2014 budget process is in progress. Chair Silva shared information on the HFD's separation of capital improvement and operating budgets.
- (4) The new Makalei Fire Station will open this month in North Kona. They are reviewing plans for a replacement fire station for Kawaiiani.

2. Report of Member Murray

a. Grants

- (1) The MFD will utilize 2011 AFG funding to purchase a Ward No Smoke diesel exhaust filter system and a blue card command system.
- (2) The MFD was awarded a 2011 DOFAW grant.

- (3) The MFD returned \$400,000 and \$134,000 to the general fund for a 2010 and 2011 Fire Management Act Grant (FMAG), respectively.
- (4) The MFD is exploring other grant opportunities.

b. County Issues

- (1) The MFD's administration met with county council members to solicit their support of the fire department.
- (2) The ocean safety and fire department merger issue may be on the election ballot. If it moves forward, the Fire Chief will have the approval to control the process.

3. Report of Vice Chair Westerman

a. Grants

- (1) The KFD did not apply for a 2012 AFG grant. Funding for a 19-foot Boston Whaler for the Kapaa Fire Station was approved. A fire safety trailer was purchased using a previous AFG Fire Prevention grant.
- (2) KFD personnel attended a California/Nevada/Hawaii conference and will receive one tanker each from Honolulu and California through DOFAW grant funds.
- (3) The KFD will seek approval for three additional positions for the Lihue Fire Station.
- (4) Although brush fire expenses were over \$100,000, the KFD is not applying for FMAG funds. The main issues were the availability of emergency funds and control of funds through the DOFAW.

b. County Issues

- (1) The KFD's budget process started early, and five new positions are being requested.
- (2) The KFD requested funding for wildland fire cost recovery through the county council for a 3,000-acre fire of a suspicious nature.

- (3) Vice Chair Westerman discussed incident management and issues with the Kokee brush fire and the impingement on agricultural lands and assistance from other agencies, including the DOFAW and the Pacific Missile Facility Barking Sands.

4. Report of Chair Silva

a. Grants

- (1) The HFD received \$850,000 from a 2010 Urban Areas Security Initiative (UASI) grant for Fire Communication Center upgrades and chemical, biological, radiological, nuclear, and explosives training.
- (2) The HFD will receive \$350,000 from a State Homeland Security grant for a prefabricated structure to store fire assets and equipment.
- (3) The HFD will receive \$326,400 from a 2010 AFG to purchase fire fighting boots and fire prevention computers and \$1,373,827 from a 2011 AFG to purchase P25-compliant radios and accessories.
- (4) The HFD applied for a 2012 AFG of \$487,000 to purchase thermal imaging cameras and Fire Fighter (FF) II certifications (International Fire Service Accreditation Congress) and a 2012 AFG Fire Prevention grant of \$20,000 for a Sparky mascot and equipment.
- (5) The HFD was awarded 2010 and 2011 State Department of Transportation (DOT) grants of \$12,523.56 to purchase pediatric backboards and \$11,980 to purchase reciprocating saws, respectively.
- (6) The HFD was awarded a 2010 DOFAW grant of \$168,375 to purchase wildland fire apparatus equipment. A 2011 DOFAW grant of \$192,915 to purchase wildland fire utility vehicles and trailers was approved. The HFD's application for a 2012 DOFAW grant of \$136,000 is pending approval.

b. County Issues

- (1) For training purposes, the HFD's All-Hazards Incident Management Team's "Go Team" is shadowing at large-scale incidents. There is additional training for general and specific team positions.

- (2) The HFD held two Captain's workshops, which included social media, incident reporting, leadership, and Department technical training. The HFD's social media policy is forthcoming and will be shared with the other counties.
- (3) The HFD promoted 38 FF IIIs.
- (4) The Ewa Beach Fire Station replacement encountered delays and construction issues. It is scheduled to open in October 2012. The East Kapolei Fire Station is scheduled to open in February 2013.
- (5) The HFD's FY 2014 budget is in progress and includes no increases and five percent salary reductions. Although the HFD was directed not to submit requests for new positions, a medical director and an in-house legal council to assist the Fire Chief are being requested.
- (6) The HFD's new automated external defibrillator purchase was accelerated one year due to operational failures in current models.
- (7) The results of the new FFR examination were announced. There were 4,000 applicants. A class is being scheduled for late 2013. The 98<sup>th</sup> FFR Class, which consists of 44 FFRs, is scheduled to graduate in November 2012.
- (8) The HFD's reorganization plan, which involves a schedule change from a 56- to 40-hour workweek schedule for operations BCs, is being reviewed by the City's Managing Director. Part of the plan is to have the BCs on standby to supplement the incident management team for afterhours, large-scale incidents.

c. Other Matters

- (1) Chair Silva discussed collaborating with the State Civil Defense on selecting a fusion center manager from more than 100 applicants. The salary will be in the \$120,000 range, and the position will be a state intelligence appointed replacement.
- (2) Chair Silva also discussed the Prepositioned Equipment Program, which will provide an equipment inventory to the SFC or the HFD. The equipment is worth \$1.1 million and approximately 50% of the normal

depot. The Federal Emergency Management Agency's Region 9 considers this equipment their depot for Hawaii response.

A recess was called at 11:15 a.m., and the meeting reconvened at 11:20 a.m.

## B. SFC Administrator's Report

### 1. Status of the State Fire Code

The FPC met on August 22-23, 2012, and compared their draft amendments to the National Fire Protection Association (NFPA) Fire Code, 2009 edition and relevant application to NFPA Fire Code, 2012 edition. Administrator Bratakos and Captain Date reported that the FPC recommends they continue work on state fire code amendments to the NFPA Fire Code, 2012 edition.

Motion: Vice Chair Westerman motioned that the SFC accept the FPC's recommendation and directed them to continue work and finalize the state fire code amendments to the NFPA Fire Code, 2012 edition by July 2013. The motion passed.

A recess was called at 11:30 a.m., and the meeting reconvened at 1:15 p.m.

### 2. Statuses of the County Fire Codes

There were no changes to the county fire code adoption status since the last meeting.

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

#### a. Legislative Revisions

Administrator Bratakos discussed the different legislative options considered in amending the SBCC's membership composition, code adoption process, and various funding mechanisms. Potential solutions include recommending model building codes every six years.

#### b. SBCC Fire Sprinkler Investigative Committee

The committee continues to meet monthly and is expected to finalize their report by December 2012.

- c. Building Industry Association of Hawaii's (BIA) Proposed State Fire Code Amendments

The SFC's written response to the SBCC regarding the BIA's proposed state fire code amendments has not been heard due to other priority concerns.

#### 4. Statewide Training and Education

- a. The National Fire Academy's (NFA) two-day, off-campus 2012 classes continue in each county with eight completed and one remaining. In May 2012, the HFFA advised its members not to attend NFA off-campus classes if compensation was not being provided for off-duty attendance. The off-campus 2013 classes have been approved by the NFA.
- b. The NFA 2013 state training grant was approved, and the SFC was awarded approximately \$22,000 for its class proposal.
- c. The 2013 classes have been selected and approved by the NFA.

#### 5. Reduced Ignition Propensity Cigarette (RIPC) Program

- a. Approximately \$564,375 was collected from cigarette manufacturers since September 30, 2009. A new three-year period begins on September 20, 2012, and manufacturers have begun to submit for recertification approval.
- b. The SFC and the State Department of Labor and Industrial Relations have started work on budget formulation to hire personnel and provide office space and equipment, which the City will be reimbursed for by the RIPC special fund.

#### 6. Fireworks

The SFC confirmed the use of the latest editions of the NFPA Standards 1123 and 1126 for outdoor and close proximity display fireworks. The SFC also confirmed that the fire department should ask display fireworks vendors to provide prior notification to communities that may be impacted by display fireworks. This will help minimize unexpected disturbances to residents.

- 7. A State Department of Land and Natural Resources representative met with the HFD to gather information on incidents occurring on state lands under their jurisdiction.



8. The SFC responded to an inquiry from Marriott International regarding their in-house fire and life safety inspections.

C. Legislation

The SFC reviewed eight bill proposals for the 2013 Legislative Session.

Motion: Vice Chair Westerman motioned that the SFC should submit bills related to the following:

1. Repeal of an antisprinkler law
2. Statewide ban of consumer fireworks
3. Authority of the county Fire Chiefs to review building plans
4. Fireworks housekeeping
5. Repeal of the sunset date for lifeguard tort liability

The SFC will monitor and support bills relating to the SBCC composition and funding and monitor bills exempting agriculture or aquaculture buildings from county permits. The motion passed.

Motion: Vice Chair Westerman motioned to authorized the SFC Chair and staff to prepare, draft, and sign bills and testimony on behalf of the SFC. The motion passed.

D. Response Plans to Natural and Manmade Disasters

The SFC reviewed the SFC Fire Operations Committee meeting minutes and discussed the progress of an intrastate mutual aid system plan.

E. National Fire Issues/Concerns

Chair Silva discussed updates on national issues from the International Association of Fire Chiefs (IAFC).

F. Conferences and Meetings

Chair Silva discussed the following conferences:

1. IAFC's Success and Sustainability Workshop on October 5, 2012, in Phoenix, Arizona
2. IAFC's Executive Edge Seminar on November 15-16, 2012, in New Orleans, Louisiana
3. IAFC's Labor-Management Initiative Conference on January 24-25, 2013, in Phoenix, Arizona
4. NFPA's World Safety Conference and Exposition on June 10-13, 2013, in Chicago, Illinois

G. Other Matters

The SFC discussed fire service travel opportunities, issues, and concerns.

III. Adjournment

Motion: Vice Chair Westerman motioned to adjourn the meeting. The motion passed.

Having no further business, Chair Silva adjourned the meeting at 3:45 p.m.



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KENNETH G. SILVA  
Chair



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**STATE FIRE COUNCIL (SFC)  
FISCAL YEAR 2012-2013  
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Place of Meeting: Kauai Civil Defense Agency  
Emergency Operations Center  
3990 Kaana Street, Suite 100  
Lihue, Hawaii 96766

Present:

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| Kenneth G. Silva  | SFC Chair<br>Fire Chief, Honolulu Fire Department (HFD)                                  |
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| Jeffrey Murray    | SFC Member<br>Fire Chief, Maui Fire Department   |
| Darren Rosario    | SFC Member<br>Fire Chief, Hawaii County Fire Department                                  |
| Socrates Bratakos | SFC Administrator<br>Battalion Chief (BC), HFD   |
| Shawn Hosaka      | SFC Fire Operations Committee (FOC) Member<br>BC, KFD                                    |
| Gary Ige          | Deputy Attorney General<br>State of Hawaii (State)<br>Department of the Attorney General |

SFC First Quarter Meeting Minutes

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September 7, 2012

William Flynn

Major

Hawaii Army National Guard (HIARNG)

I. Introduction of Attendees

A. Chair Silva called the meeting to order at 9:05 a.m.

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

Motion: Member Murray motioned to move up the SFC FOC report on the agenda. The motion passed.

II. Review of the September 6, 2012, Meeting Notes

The SFC reviewed the September 6, 2012, meeting notes.

III. Unfinished Business

There was no unfinished business.

IV. New Business

A. FOC Report

BC Hosaka reported on the SFC FOC's meeting, which was held in Honolulu on July 5, 2012. Concerns with the State Urban Search and Rescue (USAR) program and an intrastate mutual aid system (IMAS) program were discussed. The SFC discussed IMAS issues and assistance for large-scale emergency events.

Motion: Vice Chair Westerman motioned for the SFC to accept the FOC meeting report. The motioned passed.

B. State Department of Labor and Industrial Relations

Discussion ensued on the new SFC and Reduced Ignition Propensity Cigarette program positions.

C. SFC Statewide Programs

There was no discussion.

D. Fire/Life Safety Educational Initiatives

1. Administrator Bratakos briefed the SFC on the scheduled county activities during Fire Prevention Week on October 7-13, 2012.
2. County fire departments are using the State of Hawaii Inspection Report, SFC (1) Revised 2009 forms when inspecting public schools. The State Department of Education receives a copy of the forms and compiles a statewide outcome report of the school inspections.

E. Hawaii Data Collection/Analysis

The Hawaii Wildfire Management Organization is interested in Hawaii statewide wildfire data, which may be a way to improve fire data reporting for the SFC, the counties, and the state. The SFC will direct Assistant Chief David Thyne and BC Paul Stankiewicz II, State and Metropolitan National Fire Incident System (NFIRS) Program Managers, respectively, to meet in Honolulu to discuss this and other NFIRS information or concerns.

F. USAR Conference Call with the HIARNG

1. The SFC participated in a conference call with Major Flynn, who responded to questions regarding the USAR program's current and future statuses.
2. Major Flynn briefed the SFC on a plan to redistribute State Civil Defense USAR personnel and equipment to the Chemical, Biological, Radiation, Nuclear, and Explosive Enhanced Response Force Packages (CERFP) teams, which are under the HIARNG's jurisdiction. The CERFP team would like USAR equipment that were issued to the counties to be retained by the counties. Equipment repairs would be the responsibility of the county. Tactical details can be discussed in the near future. The CERFP team may have additional equipment to distribute, and a memorandum of agreement should clarify related questions.
3. Chair Silva stated that USAR equipment is important to the county's requirement for immediate response to rescue incidents. He feels the affected county should manage the incident and have the CERFP team supplement and assist in incident operations and training. He also stated that the USAR activation initiation process must be clearly defined to avoid potential misunderstandings. Vice Chair Westerman discussed the transfer of USAR equipment to county inventories.

4. CERFP team training funds cover incident response and equipment upgrades and are controlled by the State, not the HIARNG. The CERFP team would like to work closely with the counties on training and equipment maintenance. Funding for USAR training may be used for operations. Future funding is uncertain. There will be opportunities for cross-training with the counties in the future.
5. The CERFP is exploring the possibility of canine and communication teams for major USAR incidents. The SFC will provide Major Flynn with county contact information.

G. Next SFC Meeting

The next SFC quarterly meeting will be held in Honolulu. Potential dates will be sent out. Wayne Ching of the Department of Land and Natural Resources' Division of Forestry and Wildlife is requesting to be placed on the agenda.

V. Adjournment

Motion: Vice Chair Westerman motioned to adjourn the meeting. The motion passed.

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



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KENNETH G. SILVA  
Chair