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

Date of Meeting: February 28, 2013

Place of Meeting: Hawaii County Building
25 Aupuni Street, Suite 1501
Hilo, Hawaii 96720

Present:

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
Manuel Neves	SFC Member Fire Chief, Honolulu Fire Department (HFD)
Socrates Bratakos	SFC Administrator Battalion Chief (BC), HFD
Gary Ige	Deputy Attorney General State of Hawaii (State) Department of the Attorney General
Gantry Andrade	SFC Fire Prevention Committee (FPC) Member BC, Hawaii Fire Department (HCFD)
Darryl Oliveira	Interim Director Hawaii County Civil Defense
Rendell Bourg	Automatic Fire Alarm Association

I. Introduction

- A. Vice Chair Westerman called the meeting to order at 9:45 a.m.
- B. Vice Chair Westerman welcomed everyone, and an introduction of attendees followed. Member Darren Rosario was excused from the meeting.
- C. Approval of the SFC FY 2012-2013 Second Quarter Meeting Minutes

Motion: Member Murray motioned to approve the SFC FY 2012-2013 Second Quarter Meeting Minutes. The motion passed.

D. Approval of Agenda

Motion: Member Murray motioned that the HCFD's report under Unfinished Business, SFC Member Reports, be moved to the March 1, 2013, Agenda. The motion passed.

II. Unfinished Business and General Orders

A. SFC Member Reports/Updates

1. Report of Member Murray

a. Grants

- (1) There were no changes to the Homeland Security, Assistance to Firefighters Grant (AFG), Volunteer Assistance, Staffing for Adequate Fire and Emergency Response (SAFER), and Division of Forestry and Wildlife (DOFAW) grants since the second quarter meeting, which was held in December 2012.
- (2) A Homeland Security Grant funded Maui County's radio system improvements which are ongoing.
- (3) AFG grants for the Blue Card Command System and apparatus diesel filters have been completed.
- (4) A DOFAW grant was utilized to purchase equipment.

- (5) A State Department of Transportation (DOT) grant of \$27,000 was utilized to purchase extrication equipment for vehicle airbags.

b. County Issues

- (1) The MFD's budget process is ongoing. The MFD requested nine additional support staff positions, which include clerks, mechanics, storekeepers, and an Internal Affairs Chief. Mayor Alan Arakawa approved eight positions. The County Council may not approve all the positions.
- (2) The Mayor's office delayed the start date of the MFD and Ocean Safety merger, which will involve 63 personnel, to July 1, 2014.

2. Report of Vice Chair Westerman

a. Grants

- (1) The KFD was awarded a Homeland Security grant less reductions to purchase radios.
- (2) An AFG grant of \$1.6 million, which will be used to purchase P25-compliant radios, is pending.
- (3) A SAFER grant was disapproved; however, they may be able to apply for additional position funding after discussions.
- (4) A DOT grant was utilized to purchase supplies and equipment.
- (5) A DOFAW grant was utilized to fund overtime costs for the Poki'i fire.

b. County Issues

There were no changes to the KFD's budget.

c. Other Matters

Vice Chair Westerman thanked the HFD for their assistance on tankers.

3. Report of Member Neves

a. Grants

Member Neves outlined the HFD's 2010-2013 Homeland Security grants.

- (1) The following projects are funded by a 2010 Homeland Security grant, which will expire on July 31, 2013
 - (a) Federal Communications Commission upgrade - \$500,000
 - (b) Chemical, Biological, Radiological, Nuclear, Explosive (CBRNE) training - \$420,000
 - (c) All-Hazards Incident Management Training (AHIMT) - \$200,000
 - (d) Communication equipment - \$130,000
 - (e) Honolulu Online System for Emergency Services - \$110,000
- (2) The HFD received \$350,000 from a 2011 Homeland Security grant for a temporary structure, which will be utilized to protect the HFD's assets.
- (3) The HFD received \$140,000 from a defunct 2011 Department of Information Technology project.
- (4) The HFD received \$150,000 for AHIMT training and \$125,000 for CBRNE training from a 2012 Homeland Security grant.
- (5) The HFD applied for a 2013 Homeland Security grant of \$300,000.
- (6) The HFD received the following AFG funds:
 - (a) A 2010 grant of \$326,400 was utilized to purchase boots.
 - (b) A 2011 grant of \$1,373,827 was utilized to purchase radios.
 - (c) The 2012 grant has not yet been awarded.
- (7) The HFD did not apply for a SAFER grant.

- (8) The HFD received the following DOFAW grants:
 - (a) A 2010 grant of \$168,375 was utilized to purchase wildland brush trucks and fund a conference.
 - (b) A 2011 grant of \$192,915 was utilized to purchase hoses/nozzles and fund conferences.
 - (c) A 2012 grant of \$130,375 was utilized to purchase hoses/nozzles and fund conferences.
- (9) The HFD received the following DOT grants:
 - (a) A 2010 grant of \$11,911.25 was utilized to purchase pediatric backboards.
 - (b) A 2011 grant of \$11,980.14 was utilized to purchase reciprocating saws.
 - (c) A 2012 grant of \$16,910.99 was utilized to purchase collapsible traffic cones.

b. County Issues

- (1) Chief Neves reported that he is the new HFD Fire Chief, and Lionel Camara Jr. is the new Deputy Chief. Assistant Chief Emmit Kane is assigned to Support Services.
- (2) The Ewa Beach Fire Station is occupied and was dedicated on January 29, 2013. The East Kapolei Fire Station should be occupied within two months, and construction should be completed by mid year.
- (3) The new physical agility test for recruits was validated by the Department of Human Resources (DHR).
- (4) The HFD's budget is flat, and current expenses remain the same as last year.
- (5) The Capital Improvement Project budget contains the replacement of apparatuses, including the helicopter tender.

- (6) The HFD will be promoting Fire Fighter (FF) IIIs (March), FFIs (May), and Fire Captains (June).
- (7) Chief Neves is reviewing the HFD's reorganization plan, the HFD-Honolulu Emergency Services Department merger, and the Strategic Plan.

B. SFC Administrator's Report

1. Update on the Fire Protection Systems and Extinguisher Maintenance Testing

A discussion ensued on research updates, possible options, and potential changes to the statute, including a request for a sunrise analysis. Members also discussed Department of Commerce and Consumer Affairs issues, administrative rules, fees and funding, and potential liability to departments.

Mr. Bourg provided an update on licensing and testing conducted in other jurisdictions. A discussion ensued regarding the statuses of Hawaii's fire protection and notification systems, training, work performed, and related issues. Options included National Institute for Certification in Engineering Technologies licensing, National Association of Fire Equipment Distributors, International Codes Council testing, and manufacturer certifications.

The current test is outdated, and only Honolulu has ordinance authority. There are potential gaps in maintenance consistency, which requests state uniformity and authority. The State Fire Marshal's office normally regulates this process.

Motion: Member Murray moved that SFC staff work on state fire protection and notification systems; fire extinguisher licensing solutions, including legislation, administrative rules; and related functions. The motion passed.

2. Update on the Hydrogen Vehicle First Responder Training Sessions in Honolulu and Hilo

Training materials were delivered, and training was conducted for three days each on Oahu and on Hawaii. Props were shipped interisland via Young Brothers. Participants provided favorable feedback on the level of training received.

A recess was called at 12:30 p.m., and the meeting reconvened at 1:30 p.m.

3. SFC Update on the State Fire Code

Administrator Bratakos discussed the statuses of code and potential community issues of photovoltaic standards and water supply requirements. FPC Member Andrade provided an update on the National Fire Protection Association (NFPA) 1 Fire Code, 2012 Edition.

4. Statuses of the County Fire Codes

The FPC met on December 5-6, 2012, in Wailuku, Maui and on February 5-6, 2013, in Honolulu. The FPC reviewed the NFPA 1 Fire Code, 2012 Edition and draft state amendments. The FPC will meet in Wailuku, Maui on March 27-28, 2013, to finalize edits and recommendations to the SFC.

The HFD, KFD, and HCFD adopted the NFPA 1, Uniform Fire Code, 2006 Edition, with state and county amendments. Maui County amendments were submitted to Chief Murray for review.

5. State Building Code Council (SBCC)

a. Update on the State Building Codes

The SBCC continues to meet monthly and is primarily directing its efforts toward legislation for amending the code adoption process, funding mechanisms, and membership.

b. SBCC Sprinkler Investigative Committee

The Investigative Committee on Fire Sprinkler Implementation in New One- and Two-Family Dwellings met in January 2013 and are completing a findings report, which should be completed in early 2013.

6. Statewide Training and Education

a. Direct Delivery Courses

Delivery of 2012-2013 courses approved by the National Fire Academy has commenced. The SFC received a State Fire Training Grant and

delivered the first of two Courtroom Preparation and Testimony classes, which were held on January 28-February 1, 2013.

- b. SFC staff coordinated the delivery of Hydrogen Safety Training classes for First Responders, which were delivered on Oahu and Hawaii in February 2013.
- c. State Fire Training Grant

A discussion ensued on potential state strategies and mandates for training levels desired ensued Committee regarding communication and meetings on these issues. Training Committee will work under the direction of the Fire Chiefs.

7. Reduced Ignition Propensity Cigarette Program (RIPC)

Approximately \$650,000 was received from the manufacturers since the program's inception. A new three-year period began in September 2012, and manufacturers are sending Fire Standard Compliance documentation with their payment. Drafting of the RIPC administrative rules and field enforcement is pending additional funding and positions. Administrator Bratakos submitted position descriptions to Member Neves and the DHR for review.

8. Fireworks

A bill submitted by the SFC to ban fireworks statewide was introduced but not heard in committee during the 2013 Legislature Session. The draft legislation for fireworks housekeeping was withheld for further research.

Fireworks issues impacting the fire service include public display fireworks firing times and inventory, application of current code standards per state law, the use of post display reports, and consumer fireworks storage in all counties.

9. Other Matters

The SFC discussed concerns regarding kitchen fires, lunch wagons, outdoor flame effects, tents and cooking, state prevention strategies, and green building issues.

C. Legislation - Status Update of the 2013 Legislation

SFC members reviewed the statutes of bills that were provided.

D. Response Plans to Natural and Manmade Disasters-Intrastate Mutual Aid System (IMAS).

Mr. Oliveira reported that the Hawaii Army National Guard supports an IMAS and met with the SFC Operations Committee. The SFC discussed emergency schedules and pay issues.

E. Conferences and Meetings

1. Honolulu will send three personnel to the International Association of Fire Chiefs (IAFC) Wildland Urban Interface Conference on March 19-21, 2013, in Reno, Nevada.
2. Administrator Bratakos will prepare Fire Presentation Hawaii Achievements and Strategies for Members Rosario and Neves, who plan to attend the Prevention Advocacy Resources and Data Exchange on April 28-30, 2013, in Emmitsburg, Maryland.
3. The IAFC Fire-Rescue Med Conference is scheduled for May 3-7, 2013, in Las Vegas, Nevada.
4. The IAFC International Hazardous Materials Response Teams Conference is scheduled for June 6-9, 2013, in Baltimore, Maryland.
5. Two public educators from Honolulu and Maui plan to attend the NFPA World Safety Conference and Exposition on June 10-13, 2013, in Chicago, Illinois.
6. Vice Chair Westerman plans to attend the National Association of State Fire Marshals Annual Conference on August 7-9, 2013, in Indianapolis, Indiana.

V. Adjournment

Motion: Member Murray motioned to adjourn the meeting at 3:30 p.m. The motion passed.



MANUEL P. NEVES
Chair



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

Date of Meeting: March 1, 2013

Place of Meeting: Hawaii County Building
25 Aupuni Street, Suite 1501
Hilo, Hawaii 96720

Present:

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
Manuel Neves	SFC Member Fire Chief, Honolulu Fire Department (HFD)
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 Department of the Attorney General
Melvin Kaku	Director City and County of Honolulu (City) Department of Emergency Management (DEM)
Darryl Oliveira	Interim Director Hawaii County Civil Defense Agency

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Anna Foust	Administrator Maui County Civil Defense Agency
Wayne Ching	State Protection Forester Department of Land and Natural Resources (DLNR) Division of Forestry and Wildlife (DOFAW)
Victor Gustafson	Plans and Operations Chief Hawaii State Civil Defense
Jay Hatayama	Hawaii Branch Protection Forester DLNR DOFAW
Shawn Stokes	Assistant Director International Association of Fire Chiefs (IAFC)

I. Introduction of Attendees

A. Vice Chair Westerman called the meeting to order at 8:35 a.m.

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

II. Review of the February 28, 2013, Meeting Notes

SFC Administrator Bratakos reviewed the February 28, 2013, meeting notes.

III. Election of the SFC Chair and Vice Chair

Motions: Member Murray motioned to nominate Member Neves as the SFC Chair. The motion passed.

Member Rosario motioned to nominate Vice Chair Westerman as the SFC Vice Chair. The motion passed.

IV. Selection of the SFC Administrator

Chair Neves motioned to nominate Administrator Bratakos as the SFC Administrator. The motion passed.

V. Unfinished Business

A. SFC Member Reports/Updates

1. Report of Member Rosario

a. Grants

- (1) The HCFD applied for a 2012 Assistance to Firefighters Grant (AFG) to purchase a new ambulance and self-contained breathing apparatus safety obstacle course.
- (2) The HCFD did not receive a Staffing for Adequate Fire and Emergency Response (SAFER) grant.
- (3) A DOFAW grant was procured, and five wildland apparatuses were shipped.
- (4) A 2012 Community Development Block Grant (CDBG) was used to purchase a tanker for the Pahoa Fire Station, which is expected to be delivered this summer. A 2013 CDBG application to purchase a rescue/quint for the Keokaha Fire Station was submitted. CDBG funds were approved pending the Department of Housing and Urban Development's final funding.

Vice Chair Westerman recommended that the HCFD meet with the Federal Emergency Management Agency (FEMA) and Doug Woods on the SAFER grant evaluation.

- (5) Discussion on the grant peer review process ensued, as a large number of retirees are participating as reviewers and the criteria for grants are more stringent by the AFG.

b. County Issues

- (1) A recruit class of 18 are participating in Emergency Medical Technician (EMT) training. Mayor William Keno'i approved 12 personnel for the next recruit class.

- (2) The HCFD's budget remains the same as last year. The HCFD is applying for overtime funding due to EMT vacancies. Eight Mobile Intensive Care Technicians have returned from training, thus reducing such vacancies.

c. Other Matters

- (1) Member Rosario met with the new councilmembers.
- (2) Mr. Oliveira is the Interim Director for Hawaii County's Civil Defense Agency.

VI. New Business

A. Fire Management Assistance Grant (FMAG) Discussion

1. Representatives from the City's DEM; Hawaii, Maui, Kauai, and State Civil Defense Agencies, and the DLNR, DOFAW attended this meeting.
2. Introductions were made by Mr. Oliveira, and discussions followed on FMAG's process and impacts to the fire departments and civil defense agencies. The SFC is looking at successes and gaps in obtaining grants.
3. Mr. Gustafson discussed and provided a handout on FMAG's declaration process, which included the following:
 - a. Benchmarks for obtaining a grant: start the process while the fire is in progress and before it is declared under control; key parties in decision-making process; purpose - prevention of major disaster event; DOFAW coordination with county emergency operations center and fire departments; submission of forms; and cost-sharing agreement.
 - b. The individual fire cost threshold is \$100,000, and the cumulative fire cost threshold is \$500,000. Factors include homes that are threatened; ordered evacuations versus voluntary evacuations; number of shelters set up; infrastructure threatened; water resources; and movement of fire towards communities.

- c. FEMA funds are diminishing, and some grants are being denied. It is critical to discuss socioeconomics of threatened areas and homes. Some costs that are eligible for reimbursement are based on incident period of fire, overtime or backfill pay, vehicle breakdown due to fire conditions, manpower, and equipment demobilization.
4. SFC questions included ineligibility of particular fire costs, process of cumulative accounting for funding, criteria for FMAG, and future interpretation.

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

B. IAFC's Ready, Set, Go! (RSG) Program

1. Mr. Stokes gave a presentation on the RSG program's history: Fire departments speak to community members to learn about their responsibilities and learn about the unique needs of the residents. A video on RSG provided an overview of how the program can work in Hawaii. A handout was also provided with a link to resources and contacts. He described various examples of local implementation and customization for the program.
2. There was a short discussion on the potential involvement of the Hawaii Fire Chiefs Association, the SFC, and individual departments. Administrator Bratakos was designated as the SFC point of contact.

C. SFC Statewide Programs

1. Fire/Life Safety Educational Initiatives
 - a. The Fire Fighter's Safety Guide program will seek the Department of Education's (DOE) approval.
 - b. There was a discussion on the potential use of certified emergency response technician teams at DOE events.
 - c. A report was given on the Home Depot Smoke Alarm Give-Away program.
2. Hawaii Fire Data Collection/Analysis

The SFC discussed the National Fire Incident Reporting System (NFIRS) State and Metropolitan Managers.

Motion: Chair Neves motioned that BC Paul Stankiewicz II be the NFIRS State Manager and Fire Captain Wayne Masuda be the Metropolitan Manager. The motion passed.

D. SFC Strategic Plan

1. Chair Neves directed SFC members to review and provide their comments on the Strategic Plan by the next SFC meeting.
2. SFC duties, including the Reduced Ignition Propensity Cigarette Program responsibilities, were discussed.

E. Next Quarterly Meeting

1. The next SFC quarterly meeting will be held in Kahului, Maui. Potential dates will be sent out to SFC members.
2. Administrator Bratakos was directed to provide recommendations from the Fireworks Task Force and information on current fireworks issues.

VII. Adjournment

Motion: Member Murray motioned to adjourn the meeting at 11:30 a.m. The motion passed.



MANUEL P. NEVES
Chair