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STATE FIRE COUNCIL (SFC)  
FISCAL YEAR (FY) 2014-2015  
FOURTH QUARTER MEETING MINUTES

Date of Meeting: May 28, 2015  
Time of Meeting: 10:16 a.m.  
Place of Meeting: County of Maui  
Department of Fire and Public Safety (MFD)  
Fire Prevention Bureau (FPB)  
313 Manea Place  
Wailuku, Hawaii 96793

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, MFD
Darren Rosario	SFC Member Fire Chief, Hawaii County Fire Department (HCFD)
Socrates Bratakos	SFC Administrator Assistant Chief, HFD
Adam Rosenberg	Deputy Attorney General (DAG) State of Hawaii (State) Department of the Attorney General

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SFC FY 2014-2015 Fourth Quarter Meeting Minutes

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May 28, 2015

Raymond Bizal

Southwest Regional Director  
National Fire Protection Association (NFPA)

I. Introduction

- A. Chair Neves called the meeting to order at 10:16 a.m.
- B. Chair Neves welcomed everyone, and an introduction of attendees followed.
- C. Approval of the SFC FY 2014-2015 Third Quarter Meeting Minutes

Motion: Member Rosario motioned to amend the SFC FY 2014-2015 Third Quarter Meeting Minutes to change item C.1.c. on page 4 under Vice Chair Westerman's report as follows:

- c. The KFD did not apply for a 2014 AFG grant and sent two personnel to a peer review.

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 place the MFD's report before the HCFD's report on the May 28, 2015, agenda and moved to approve the agenda for the May 29, 2015, meeting. 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 Murray

1. Grants

- a. The MFD applied for an Assistance to Firefighters Grant (AFG) of \$80,000, which will be utilized to purchase a new cascade air system for Molokai.
- b. The MFD applied for a Volunteer Assistance grant of \$18,750, which will be utilized to purchase wildland fire gear.
- c. A Wildland Urban Interface grant of \$22,137 will be utilized to assist West Maui Land Company in clearing brush in Olowalu.
- d. The MFD is requesting \$900,000 in Community Development Block Grant (CDBG) funds, which will be utilized to purchase a pumper for Hoolehua, Molokai.
- e. FY 2014 CDBG funds were utilized to purchase a tanker for Molokai.
- f. A Monsanto Hawaii grant of \$13,086 was utilized to purchase a PhysioControl Cardiopulmonary Resuscitation machine.
- g. The MFD is requesting \$49,500 from the Department of Transportation, which will be utilized for high-visibility jackets.

2. County Issues

The Maui County Council (MCC) has cut the MFD's budgeted overtime by 75%. The MFD's support functions are highly affected. Rank-for-rank and overtime are priority issues with the MCC.

B. Report of Member Rosario

1. Grants

- a. A 2012 Fire Prevention and Safety grant is still open. The HCFD is utilizing additional smoke detector purchases to expand the installation of smoke alarms. The International Brotherhood of Electrical Workers (IBEW) continue to assist with this project.
- b. A 2013 AFG, which will be utilized to purchase a driver simulator, is stalled due to a noncompliance issue with the vendor and the State's

Hawaii Compliance Express. The AFG Region IV coordinator is working with the HCFD on an extension.

- b. A 2014 U.S. Forest Service (USFS) grant of \$81,000, which required 100% matching funds, will be utilized to purchase wildland fire equipment and fund travel and conferences for training.
- c. A 2015 USFS grant of \$100,000, which requires 100% matching funds, is awaiting approval.
- d. The Division of Forestry and Wildlife (DOFAW) Rural Assistance grant will be utilized to purchase wildland fire equipment.

## 2. County Issues

- a. An update was provided on the June 27, 2014, Puna lava flow. There is no imminent threat to the lower Puna area. All lava flow activity is now near the Pu`u O`o vent.
- b. The Pahoia Village Fire Station closed on April 16, 2015, and the facility is being returned to the Department of Parks and Recreation.
- c. The HCFD received Mayor William Kenoi's second budget proposal, which has been forwarded to the Hawaii County Council for final review and voting.
- d. Other than increases for collective bargaining agreement wages, the HCFD's operational budget is status quo.
- e. Replacement of the Kawaihoni Fire Station was approved in the HCFD's Capital Improvement Project budget.
- f. Funding for one Class A pumper, one tanker apparatus, two support vehicles, and unanticipated helicopter repairs was approved in the HCFD's supplemental budget. The HCFD's request for additional positions and mechanic service vehicles were not approved.
- g. The HCFD's budget also provided for two additional FPB positions for Mayor Kenoi's new plans review process. The HCFD budgeted for SR-21 positions, but the request was submitted for SR-23 positions, which will match the Maui County's Plans Reviewer positions. The HCFD is

anticipating consultation with the Hawaii Fire Fighters Association (HFFA) on this matter.

- h. The HCFD's 43<sup>rd</sup> Fire Fighter Recruit (FFR) Class graduated 22 personnel on May 9, 2015. One member of the class resigned on May 17, 2015, due to family needs.
- i. The next FFR Class is anticipated on August 3, 2015. The HCFD's goal is to fill all of its vacancies.
- j. Fire protection funds were utilized to purchase two digital cameras for Fire Inspectors.

#### C. Report of Vice Chair Westerman

##### 1. Grants

- a. A 2013 Department of Homeland Security (DHS) grant that was used to purchase radios is closed.
- b. The KFD applied for a 2014 DHS grant, which will be utilized for an Emergency Medical Technician (EMT) class and to purchase EMT training equipment.
- c. A 2014 AFG grant to be used to purchase an aerial apparatus is pending.
- d. A 2013 Staffing for Adequate Fire and Emergency Response (SAFER) grant, which was utilized to obtain six positions, will end in April 2016.
- e. The KFD did not apply for the 2014 SAFER grant, but may apply for the 2015 SAFER grant, which will allow the KFD to maintain 15 fire fighter (FF) positions from the 2008 SAFER grant.
- f. A DOFAW grant of \$18,750 was utilized to purchase wildland fire equipment.
- g. A 2014 CDBG grant will be utilized to purchase a Ford 550 truck. The SKEDO rescue equipment unit purchase is in progress.
- h. The Federal Highway Safety grant, which will be utilized to purchase reflective vests and safety gloves, is still pending.

2. County Issues

- a. The KFD's current FY budget has been completed with the four-one dollar-funded positions added back to the budget due to a last minute retirement causing a SAFER compliance issue.
- b. The KFD will promote one Fire Inspector Lieutenant and three FF IIIs to fill FPB vacant positions.
- c. The KFD has two vacant positions for training, a Deputy Chief and a FF III.
- d. The KFD will be starting a FFR class in August 2015.
- e. The KFD has significant issues with brush fires that are possibly caused by an arsonist. The Kauai County had over 70 brush fires since December 2014. The Kauai Police Department is assisting with the KFD's investigations.
- f. The KFD filled their Account Clerk position, and all staffers have returned to duty.

3. Other Matters

- a. The KFD continues to partner with the American Red Cross and the IBEW to install smoke alarms.
- b. Vice Chair Westerman attended the National Fire Academy's (NFA) conference relating to management of emergency medical services.
- c. Vice Chair Westerman will be attending the Junior Life Guard Championships on the Big Island in August 2015.
- d. Vice Chair Westerman will be attending the Fire-Rescue International conference in Atlanta in August 2015.
- e. The KFD is finalizing the fire code for Kauai County with the county administration.

Motion: Member Rosario motioned for a recess at 11:05 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 11:20 a.m.

#### D. Report of Chair Neves

##### 1. Grants

Chair Neves outlined the HFD's 2015 State Homeland Security Grant (SHSG), Urban Area Security Initiative (UASI), and DHS grant awards:

- a. The HFD received a \$250,000 SHSG grant, which will be utilized for chemical, biological, radiological, nuclear, and explosive and All-Hazards Incident Management Team training.
- b. The HFD received a \$211,000 SHSG grant, which will be utilized to purchase an Electronic Fuel Management System and Station Hardening.
- c. The HFD received a \$200,000 UASI grant, which will be utilized to purchase computer-aided dispatch relocation software.
- d. The HFD received a \$100,000 DHS grant, which will be utilized for rescue systems train-the-trainer training.

##### 2. County Issues

- a. The HFD's FY 2016 budget has been finalized.
- b. Repairs to two helicopters were discussed. The HFD may have an opportunity to purchase a new helicopter.
- c. The HFFA is disputing three new administrative Fire Captain positions. The HFD is hiring a new Account Clerk and an Information Specialist.
- d. The 101<sup>st</sup> FFR Class will consist of 39 FFRs and five State Crash/Fire/Rescue students from the State Department of Transportation, Airports Division.

- e. The Accreditation Team site visit was held, and the HFD was recommended for reaccreditation.
  - f. An HFD leadership retreat was held and provided DiSC (Dominance, Influencing, Steadiness and Conscientiousness) training. Continued leadership/team building training is planned.
  - g. Fire Ground Survival training is ongoing.
  - h. TargetSolutions, an online training program, has been implemented.
  - i. A wildland fire press conference was held on May 27, 2015.
3. Other Matters

A discussion ensued on helicopter pilot qualifications and contracts. HFD pilots are required to be FFs.

SFC members discussed postincident documentation and a balance between lessons learned and liability.

Motion: Member Rosario motioned for a recess at 12:15 p.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.

E. SFC Administrator's Report

1. Status of the State Fire Code

Administrator Bratakos provided an updated report on the state fire code's publication

2. Statuses of the County Fire Codes

Each county is proceeding with their county fire code adoption process as follows:



Honolulu: A draft bill was submitted to the Administration and the Honolulu City Council.

Kauai: The amendment package is under in-house review.

Maui: The amendment package is being reviewed by the MCC's Policy and Intergovernmental Affairs subcommittee for the second and possibly the final reading on May 26, 2015.

Hawaii: The amendments and language are being finalized for plan review and fees. Licensing fees for the protection/fire alarm systems and fire extinguishers will be incorporated into the county fire code.

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

- a. Investigative committee work is in progress for the 2012 editions of the International Building Code (IBC) and the International Residential Code. Administrative rules for the 2012 Uniform Plumbing Code are proceeding through the adoption process. Administrative rules were drafted for the National Electric Code, 2014 edition, with assistance from the NFPA.
- b. A few senior members of the SBCC met with the Department of Accounting and General Services (DAGS) Comptroller on April 28, 2015, to discuss future funding of the SBCC. Due to several factors, including the poor economic forecast by the SBCC on revenues, the Governor did not include the proposed SBCC budget in the DAGS budget. The Comptroller suggested a future meeting with the Governor's staff when they have a better understanding on the state of the State, possibly in September 2015.
- c. An SBCC member proposed using funds from the Hawaii Hurricane Relief Fund (HHRF) to finance the adoption process of the IBC, 2012 edition only. The interagency collaboration will allow the HHRF and the SBCC to accomplish the purposes of their laws to protect the health and safety of the public to mitigate future losses from hurricane hazards. Discussions are in progress.

### 4. Statewide Training and Education

#### a. Direct Delivery

Four classes have been delivered with five remaining in FY 2015.

- b. Trade Region IX submitted a six-day NFA class to be delivered to Hawaii County for FY 2016. If selected, the class shall be made available to any student meeting the selection criteria, including out-of-state applicants. Costs for attendance are the responsibility of the attendee. Every FY, each region is allotted three six-day submittals. Region IX is comprised of California, Arizona, Nevada, and Hawaii. Approval is pending.

SFC members attended the Hawaii Association of County Building Official's annual conference in Kona on May 13-15, 2015. Administrator Bratakos gave a presentation on the fire code issues.

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

- a. Cigarette manufacturer's certification and recertification fees collected now total more than \$750,000 since the inception of the program. Recertification fees to be collected for calendar year 2015 is anticipated to be \$146,250.
- b. The proposed draft of the RIPC Administrative Rules was forwarded to the Legislative Reference Bureau on May 13, 2015.
- c. Seventy-five cigarette brand/styles were purchased from various retail outlets on Oahu. They were shipped to the Arista Laboratories in Richmond, Virginia for independent RIPC testing to ensure they are fire standard-compliant. Results for the first shipment have been received. Remaining results are pending. The total cost for this testing will be approximately \$27,000. A second purchase request is being processed to enable testing of additional cigarette brand/styles for the remainder of FY 2015.

#### 6. Photovoltaic Information

Photovoltaic panel issues include fire code requirements for marking and roof access, review of plans for large-scale arrays, training, and operational tactics. The SFC Administrator is in communication with the Hawaii Solar Energy Association regarding fire code developments.

#### 7. SFC Fire Prevention Committee (FPC)

The FPC is facilitating their county fire code ordinance adoption process and scheduled a meeting for September 1, 2015, where a presentation will be made on the NFPA 1 Fire Code, 2015 Edition.

8. Fire Protection Systems Administrative Rules

Comments were received by several individuals representing the interests of fire protection companies. SFC staff are currently revising the administrative rules, as needed, and preparing justification responses. These comments are necessary to ensure a smoother adoption process.

9. Other Matters

- a. A discussion ensued regarding the International Fire Service Accreditation Congress certification. It is important for counties to work together on certification training and testing.
- b. A discussion ensued regarding the Intrastate Mutual Aid System and researching prior progress work. SFC staff will develop a plan to assist counties with certification training, resources, and other related matters.

F. National Fire Issues/Concerns

Chair Neves provided a report on the 2015 Metropolitan Fire Chiefs Conference held in Las Vegas, Nevada in May.

G. Conferences and Meetings

1. NFPA Conference on June 22-25, 2015, in Chicago, Illinois
2. 2015 National Association of State Fire Marshals Annual Conference on July 27-29, 2015, in Nashville, Tennessee
3. Hawaii Fire Chiefs Association Annual Conference on December 3-5, 2015, at the Hilton Hawaiian Village Waikiki Beach Resort.

A discussion ensued regarding SFC members and DAG Rosenberg's attendance at the conference.

IV. Adjournment

Motion: Member Murray 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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STATE FIRE COUNCIL (SFC)  
FISCAL YEAR (FY) 2014-2015  
FOURTH QUARTER MEETING MINUTES

Date of Meeting: May 29, 2015  
Time of Meeting: 8:30 a.m.  
Place of Meeting: County of Maui  
Department of Fire and Public Safety (MFD)  
Fire Prevention Bureau (FPB)  
313 Manea Place  
Wailuku, Hawaii 96793

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, MFD
Darren Rosario	SFC Member Fire Chief, Hawaii County Fire Department
Socrates Bratakos	SFC Administrator Assistant Chief, HFD
Adam Rosenberg	Department of the Attorney General State of Hawaii (State)
Scott English	FPB Lieutenant, MFD

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Paul Haake	FPB Captain, MFD
Gerald Azbill	Plans Examiner County of Maui Department of Planning (DP)
Paul Meyer	Deputy Director County of Maui Department of Water Supply (DWS)
Herbert Chang	Engineering Program Manager County of Maui DWS
Raymond Bizal	Southwest Regional Director National Fire Protection Association (NFPA)

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 May 28, 2015, Meeting Notes

Administrator Bratakos reviewed the May 28, 2015, meeting notes.

III. Unfinished Business

Mr. Bizal discussed selection of an NFPA 1 Fire Code Technical Committee's representative, which will be recommended by the Hawaii Fire Chiefs Association.

IV. Legislation

SFC members reviewed the 2015 Legislative Bill Summary.

V. New Business

A. Presentation by County of Maui's DWS and DP Representatives

A discussion ensued between the SFC and DWS and DP representatives on sprinkler adoption efforts regarding codes and standards, meter types and sizing, tanks and pumps, installation costs, water infrastructure, exposures and setbacks, modern home fire statistics and characteristics, American Water Works Association requirements, tax credits, home-based businesses, and storage.

Motion: Member Rosario motioned for a break at 10 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 10:10 a.m.

#### B. SFC Statewide Programs

1. Update on Proposed Administrative Rules for Licensing Individuals to Conduct Inspection, Maintenance, and Testing of Fire Extinguishers, Fire Protection Systems, and Fire Alarm Systems

A discussion ensued and this matter is under review by the State.

2. Update on Proposed Administrative Rules for the Reduced Ignition Propensity Cigarette Program

This matter is under review by the State and with the Legislative Reference Bureau for review and comments.

3. Fire/Life Safety Educational Initiatives

Administrator Bratakos discussed smoke alarm installations, use of volunteers, fire fighters, Fire Fighter's Safety Guide, the NFPA Fire Prevention Week theme, and a new mascot for the HFD.

A discussion ensued regarding a public safety announcement. There was an idea from Hawaii News Now to consider a statewide initiative.

4. Hawaii Fire Data Collection/Analysis

This matter is ongoing.

5. Certification

A discussion ensued on the International Fire Service Accreditation Congress.

6. Fire Code

There was further discussion on fire code adoption efforts and status.

C. Next Quarterly Meeting

The next SFC quarterly meeting will be held in Lihue, Kauai. Potential dates will be e-mailed to SFC members

IV. Adjournment

Motion: Member Murray motioned to adjourn the meeting at 11 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