

DAVID Y. IGE  
GOVERNOR

JOSH GREEN  
LIEUTENANT GOVERNOR



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## STATE FIRE COUNCIL (SFC) FISCAL YEAR (FY) 2020-2021 FIRST QUARTER MEETING MINUTES

Date of Meeting: September 10, 2020

Time of Meeting: 8:30 a.m.

Place of Meeting: Meeting held by audioconferencing pursuant to Governor David Y. Ige's Emergency Proclamation of March 4, 2020, as amended by his Supplemental Emergency Proclamation of March 16, 2020, Second Supplemental Emergency Proclamation of March 21, 2020, Third Supplemental Emergency Proclamation of March 23, 2020, Fourth Supplemental Emergency Proclamation March 31, 2020, Fifth Supplemental Emergency Proclamation of April 16, 2020, Sixth Supplemental Emergency Proclamation of April 25, 2020, and Seventh Supplemental Emergency Proclamation of May 5, 2020, and Mayor Kirk Caldwell's Emergency Proclamation of March 4, 2020, as amended by his Supplemental Proclamation of March 18, 2020, and Second Supplemental Proclamation of May 6, 2020, and Emergency Order No. 20-10 of May 6, 2020.

Present:

Manuel P. Neves	SFC Chair Fire Chief, Honolulu Fire Department (HFD)
Darren Rosario	SFC Vice Chair Fire Chief, Hawaii County Fire Department (HCFD)
Steven Goble	SFC Member Fire Chief, Kauai Fire Department (KFD)
Adam Rosenberg	Deputy Attorney General Department of the Attorney General (DAG)

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Celeste Nip	Legislative/Political Action Committee (PAC) Coordinator Hawaii Fire Fighters Association (HFFA)
Lloyd Rogers	SFC Administrative Specialist
Gary Lum	SFC Administrative Specialist
Daryl Mau	Fire Fighter III, HFD
Carol Suzuki	SFC Secretary
Excused: David Thyne	SFC Member Fire Chief, Department of Fire and Public Safety, County of Maui (MFD)

I. Introduction

- A. Chair Neves called the meeting to order at 8:33 a.m.
- B. Chair Neves welcomed everyone, and the attendees introduced themselves.
- C. Approval of the SFC FY 2019-2020 Fourth Quarter Meeting Minutes

Motion: Chair Neves motioned to approve the SFC FY 2019-2020 Fourth Quarter Meeting Minutes. Vice Chair Rosario seconded the motion. The motion passed.

Record of Votes: Chair Neves - Aye  
Vice Chair Rosario - Aye  
Member Thyne - Excused  
Member Goble - Aye

D. Approval of Agenda

Motion: Vice Chair Rosario motioned to approve the agenda. Chair Neves seconded the motion. The motion passed.

Record of Votes: Chair Neves - Aye  
Vice Chair Rosario - Aye  
Member Thyne - Excused  
Member Goble - Aye

## II. Member Reports on SFC County/State Issues

### A. Member Steven Goble, KFD

#### 1. Grants

- a. The Assistance to Firefighters Grant (AFG) program is funding \$50,000 for Blue Card Command training for Chiefs, Captains, and Fire Fighter III's and is scheduled for completion in September 2020.
- b. The KFD is still looking for a site to build a new training center utilizing \$750,000 from Department of Homeland Security (DHS) grant. It will be a two-year project with Phase I to purchase site, and Phase II to prepare the foundation and construct the building.
- c. Through the Federal Emergency Management Agency funding, KFD was able to purchase a hazardous materials spectrometer for \$135,409, an initial attack pumper for \$293,000, and 2019 Novel Coronavirus (COVID-19) personal protective equipment (PPE).
- d. The Kauai Lifeguard Association purchased two all-terrain vehicles and one Kawasaki Mule and donated them to the KFD.

#### 2. County Issues

- a. The KFD's FY 2019-2020 budget closed out with a surplus due to unexpended labor costs.
- b. The KFD's FY 2020-2021 budget funded 1.6 million for retirement pension costs. The Deputy Fire Chief and a fire prevention inspector positions were dollar funded. KFD is attempting to convert two ocean safety officers from part- to full-time. Due to the challenges from COVID-19 with program funding and delivery of Community Risk Reduction programs, funding was provided with the Fire Prevention Bureau's (FPB) budget.
- c. Final inspection was completed for a tanker tender and the purchase of a new pumper is currently in progress.

#### 3. Other Matters

- a. KFD promoted an Assistant Chief and a Battalion Chief with Captains, Fire Fighter III's, and II's to be announced on September 16, 2020.

- b. A Fire Fighter Recruit (FFR) class will commence on June 1, 2020, with five KFD and four Aircraft Rescue Fire Fighting (ARFF) personnel. The class is expected to graduate on December 16, 2020.
  - c. Fire Fighter trainee recruitment is being suspended until the beginning of 2021.
  - d. The KFD's FPB continues to produce social media posts on fire safety education and department information. There is a possible retirement of the FPB Captain.
  - e. HFFA's Celeste Nip offered her assistance to Chief Goble.
- B. Member David Thyne, Fire Chief MFD. Chief Thyne was not able to attend the meeting. Below is a summary of his submitted written report.
  - 1. Grants
    - a. A Department of Transportation (DOT) grant was approved for five air bag extrication systems worth \$39,794.
    - b. The MFD applied for an AFG program for three extractors and three dryers valued at \$54,375.
    - c. The MFD received a hose mule and a portable hand-held pump from the Hawaii Professional Firefighters Foundation (HPFF). Delivery is pending for a trailer, a pump for a pick-up truck, and a high pressure pump for the hose mule, also with HPFF funds.
  - 2. County Issues
    - a. The MFD completed final inspections and received delivery of two new apparatuses for the Wailea and Napili Fire Stations, with one new apparatus for the Kihei Fire Station scheduled for delivery on September 17, 2020.
    - b. Pre-construction meetings were completed for three new apparatus for the Wailuku and Lahaina Fire Stations.
  - 3. Other Matters
    - a. The 36<sup>th</sup> FFR Class that is in session consists of fifteen County and five ARFF candidates, and is scheduled to graduate on December 18, 2020.

- b. The Mayor denied a recent request to recruit for Ocean Safety Officer (OSO) I's. OSO's previously assigned to Makena Beach Park have been reassigned to other beaches due to the cancellation of the memorandum of understanding.
- c. There are currently no active recruitments or promotions.
- d. The Department's reorganization proposal was approved by the Hawaii Government Employees Association and has been submitted to the Mayor's Office for review and approval.
- e. A Personnel Assistant, an Information Management Technician and a Self-Contained Breathing Apparatus Technician were hired between June 1, and September 1, 2020.

C. Vice Chair Darren Rosario, Fire Chief, Hawaii County Fire Department.

1. Grants

- a. A \$50,000 United States Department of Agriculture (USDA) Wildland Grant for wildland fire training and equipment was awarded with county matching funds of \$50,000.
- b. The AFG \$35,000 COVID-19 grant fund was utilized to purchase sprayers for sanitization purposes.
- c. The West Hawaii Community Health Center awarded a grant for Community Paramedicine in the amount of \$125,000 that was used to purchase an Emergency Medical Services quick response sport utility vehicle (SUV). The remaining funds will be used for community outreach program supplies.
- d. An anonymous resident donated a \$400,000 Wildland Tanker apparatus that is being built at Boise Mobile Equipment. Vice Chair Rosario visited the plant and witnessed how their tankers are assembled.
- e. The annual Daniel R. Sayre Memorial Foundation hosted a virtual award ceremony and auction on September 5, 2020, via their website.
- f. The HCFD submitted a request regarding the Coronavirus Aid, Relief, and Economic Security (CARES) Act funding allotment.

## 2. County Issues

- a. The HCFD's FY 2020-2021 budget was approved by the Hawaii County Council without supplemental approvals which will result in budget deficits.
- b. The HCFD's Fire Prevention Bureau is leading the task force in public education on the COVID-19 mitigation. They are assisting at testing sites.
- c. Four used SUV's were purchased and will be painted white.

## 3. Other Matters

- a. The 48<sup>th</sup> FFR Class graduated on June 23-24, 2020, with a ceremony held separately with each recruit and their family.
- b. The 49<sup>th</sup> FFR Class is currently in the emergency medical technicians session.
- c. Two candidates were hired on September 1, 2020, for the Fire Radio Dispatcher positions.
- d. Deputy Fire Chief Lance Uchida retired on June 30, 2020, and Assistant Chief Robert Perreira was appointed as the new Deputy Fire Chief on July 1, 2020.
- e. The open recruitment for the new HCFD Fire Chief closed on August 7, 2020. No candidate identities were disclosed.

## D. Chair Manuel Neves, Fire Chief, Honolulu Fire Department.

### 1. Grants

The CARES Act funds were used to purchase PPE for fire stations. Some SUV's were purchased to be utilized for COVID-19 surge testing. Vehicles were wrapped instead of painting them white. Misters were purchased to sanitize all fire stations and any agency who requests sanitization. In the interest of planning for long term sustainability of PPE, ultraviolet sanitization is also available for masks, goggles, phones on apparatuses, etc. so that PPE can be reused. Currently HFD has 12 extractors and will purchase 13 more. The HFD also plans to purchase PPE dryers. Chair Neves reviewed the other information contained in the attached HFD grant report that was distributed to SFC members.

## 2. County Issues

- a. All Charles H. Thurston Training Center sessions have been suspended, except for FFR training, but individual company training continues.
- b. The paint thickness on some apparatuses received was scrutinized and may need to be repainted.
- c. HFD is evaluating the relocation of three fire stations. The Waialua Fire Station will be moved inland from the ocean front. HFD is working with the State to find a site for the Pearl City Fire Station, and the Wailupe Fire Station #23 will be relocated to the Aina Haina Elementary School site, which the City already owns.
- d. The HFD is developing its FY 2021-2022 budget. The various department sections submitted their preliminary budgets while adhering to the City's allotted limits.

## 3. Other Matters

- a. The 108<sup>th</sup> FFR Class started on June 1, 2020, with 24 candidates. The 109<sup>th</sup> FFR Class will begin in October, 2020 with 24 FFR I candidates. If an applicant can earn the five board certifications by taking classes at Honolulu Community College and earning their associates degree in the Fire Science Program, the candidate can be classified as a Fire Fighter Recruit II, and their class time is reduced by one-half. The HFD is in its second year and has 60 qualified FFR II's. There are 83 current vacancies at the Fire Fighter I level.
- b. HFD operations personnel are dispatched to about 40-90 possible COVID-19 medical calls each day. HFD's COVID-19 protocol includes personnel working only at assigned fire stations, no relocation of apparatuses, and isolating each fire station. Helicopter pilots and tanker tenders are also isolated at hangars. Rescue companies are provided separation barriers from other company personnel. HFD had fire dispatchers return to the Joint Traffic Management Center after separations were installed.
- c. All ceremonies were suspended, and meetings are all done remotely using video tele-conferencing communication.
- d. HFD was asked by the Surgeon General to conduct surge testing. The Incident Management Team has been working 21 days and testing was held over 14 days. There were 70 test sites and 48,231 people were

tested. Testing will continue into next week Tuesday. This was considered surveillance and not medical testing for potential positives.

### III. SFC Quarterly Update

#### A. Status of the State Fire Code

SFC Administrative Specialist Lum informed the SFC that the National Fire Protection Association (NFPA) 1 State Fire Code, 2018 edition, was recently amended to reflect recommendations from Deputy Attorney General Rosenberg, that language referring to fire protection systems inspection, testing, and maintenance (ITM) should be removed and simply refer to the Hawaii Administrative Rules to avoid duplication and potential conflicts.

The SFC staff assembled forms for use by vendors to document the ITM of fire protection systems, and are now included in the 2018 State Fire Code. Input was received from the Fire Prevention Committee members to add a field to each form which would indicate if a specific system was satisfactory or unsatisfactory. The requested addition was not possible so language was added to the appropriate sections of the State Fire Code that vendors should make the satisfactory or unsatisfactory indication in the comments of the form.

Motion: Vice Chair Rosario motioned to approve the amended State Fire Code. Member Goble seconded the motion. The motion passed.

Record of Votes: Chair Neves - Aye  
Vice Chair Rosario - Aye  
Member Thyne - Excused  
Member Goble - Aye

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

1. SFC Administrative Specialist Lum summarized the duties, membership, and meeting schedule of the SBCC.
2. The investigative committees are finalizing the amendment package for the International Building (IBC) and International Residential Codes.
3. The SFC continues its support of the SBCC by attending monthly meetings, providing draft agenda/minutes, advising on producing uniform statewide building code amendments for county adoption, and creating administrative rules for the state fire code.



C. State Training and Education

1. FY20 Two-Day Off-Campus Classes

Three of eight classes were delivered, one class was cancelled, and two classes scheduled for April 2020 were cancelled due to the COVID-19 restrictions.

2. FY21 Two-Day Off-Campus Classes

The first of two classes hosted by KFD were cancelled due to the COVID-19 restrictions. None of the other county fire departments requested classes for the first semester session.

D. Reduced Ignition Propensity Cigarette (RIPC) Program

1. Awaiting draft RIPC administrative rules that was forwarded to the DAG in December 2018, and January 2019 for review.
2. On July 17, 2019, Nats Rich Smooth Taste brand/style cigarettes failed (75% failure rate) a RIPC test conducted by Essentra Scientific Services. An additional 20 samples (800 cigarettes) were purchased and sent to Global Laboratory Services to conduct additional testing. The results are pending.
3. The following table is an overview of RIPC statistics during FY 2020.

**RIPC Special Fund FY20 Summary**

Total Beginning Balance	\$713,502.59
Revenues	\$109,112.54
RIPC FY19 Allotment Carryover	\$ 17,904.83
RIPC Allotment to the C & C of Honolulu (Salaries, Testing Expenses)	\$150,000.00
Other Expenses (Supplies, Postage, Printing, Travel, Rental, Cigarettes, Fees, and Misc.)	\$22,893.34
Total Ending Balance	\$649,721.79

4. To date, the following table is an overview of RIPC statistics for FY 2021.

**RIPC Special Fund FY21 Estimate**

Total Beginning Balance	\$649,721.79
Revenues	\$161,250.00
RIPC Allotment to the C & C of Honolulu (Salaries, Testing Expenses)	\$150,000.00
Other Expenses (Supplies, Postage, Printing, Travel, Rental, Cigarettes, Fees, and Misc.)	\$22,000.00
Total Ending Balance	\$636,971.79

**E. Fire Protection Systems Administrative Rules**

The SFC staff fielded several questions on the new administrative rules. To date, 106 applications have been submitted and 94 were recommended for approval to the HFD. The SFC is communicating with the county fire prevention bureaus on implementation and approval procedures. Counties must also incorporate license fees in their respective county fire codes.

**F. Grant Working Group**

County	Rank	Name	Email
Maui	Captain	Reza Azman	reza.azman@mauicounty.gov
Maui	AC	Michael Werner	michael.werner@mauicounty.gov
Hawaii	DC	Robert Perreira	robert.perreira@hawaiiicounty.gov
Kauai		Devin Medeiros	dmedeiros@kauai.gov
Honolulu	BC	Kevin Mokulehua	kmokulehua@honolulu.gov
Honolulu	GM	Michele Haruno	mharuno@honolulu.gov

**G. Youth Fire Prevention Intervention Program (YFPI)**

Members reviewed information on the use of a standardized form for YFPI data collection. The form will be useful to analyze juvenile fire-setting trends, including intervention strategies. They agreed to have a form sent to each county's Fire Prevention Bureau for their feedback. The SFC staff will follow-up on the issue.

#### IV. 2020 Legislative Session Summary

Members reviewed the summary of bills for the suspended 2020 Legislative Session. Senate Bill 2130, which would allow the state fire code to be exempted from public hearings law, passed and is with the Governor for approval or veto. The state fire code would still need to meet the requirements of open meetings laws, but would be consistent with the adoption of the other Hawaii State Building Codes. The SFC staff will present a prioritized a list of bills for the next Legislative Session for the SFC's review at the next meeting.

#### V. Unfinished Business

##### A. NFPA Codes and Standards Update

There was no update

##### B. Conferences and Meetings

Members reviewed one upcoming conference in 2020, and three scheduled for 2021.

#### VI. New Business

There was no new business.

#### VII. Next Quarterly Meeting

The next quarterly meeting will be on Maui in late November 2020. Proposed dates will be sent for confirmation.

#### VIII. Adjournment

The meeting was adjourned at 10:11 a.m.

MANUEL P. NEVES  
Chair