

COUNTY OF KAUAI  
Minutes of Meeting  
OPEN SESSION

Board/Commission:	<b>FIRE COMMISSION</b>	Meeting Date:	<b>July 12, 2021</b>
Location	Teleconference via Microsoft Teams	Start of Meeting: 2:00 p.m.	End of Meeting: 2:44 p.m.
Present	Chair Jennie Chahanovich. Commissioners: Alfredo Garces, Alfred Levinthol, Thomas Nizo and Chad Pacheco. Deputy County Attorney Jenna Tatsey. Fire Department: Chief Steven Goble, Deputy Chief Michael Gibson and Secretary Soncy Tamashiro. Office of Boards and Commissions Staff: Administrator Ellen Ching and Commission Support Clerk Sandra Muragin.		
Excused	Vice Chair Michael Martinez and Commissioner Linda Kaauwai-Iwamoto.		
Absent			

SUBJECT	DISCUSSION	ACTION
	Chair Chahanovich, Commissioner Garces, Commissioner Levinthol, Commissioner Nizo, Commissioner Pacheco, Deputy County Attorney Tatsey, Fire Chief Goble, Deputy Chief Gibson, Secretary Tamashiro, Administrator Ching and Commission Support Clerk Muragin were logged onto Microsoft Teams by video. Commissioner Levinthol and Public Person [REDACTED] called into Microsoft Teams and entered the meeting by audio.	
<b>Call To Order In Open Session /Roll Call</b>	<p>Chair Chahanovich called the Open Session meeting to order at 2:00 p.m. and requested a roll call.</p> <p>Commission support clerk Sandra Muragin verified attendance by roll call and requested a verbal response of present or here;</p> <p>Commissioner Garces replied present.</p> <p>Commissioner Kaauwai-Iwamoto was excused.</p> <p>Commissioner Levinthol replied present.</p> <p>Commissioner Nizo replied present.</p> <p>Commissioner Pacheco replied present.</p> <p>Vice Chair Martinez was excused.</p> <p>Chair Chahanovich replied present.</p> <p>Deputy County Attorney Tatsey replied present.</p> <p>Fire Chief Goble replied present.</p> <p>Deputy Chief Gibson replied present.</p> <p>Secretary Tamashiro replied present.</p> <p>Administrator Ching replied present.</p>	Quorum was established with

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	Commission Support Clerk Muragin replied here.	five commissioners present.
<b>Chair's Announcements</b>	Next Scheduled Meeting: Monday, August 2, 2021 – 2:00 p.m., Teleconference by Microsoft Teams.	
<b>Public Comments and Testimony</b>	Chair Chahanovich announced public comments and testimony could be presented at this time. Hearing no response she moved to the next agenda item.	
<b>Approval of Meeting Minutes</b>	a) Open Session Minutes of June 21, 2021	Mr. Pacheco moved to approve the Open Session minutes of June 21, 2021, as circulated. Mr. Nizo seconded the motion. Motion carried 5:0.
<b>Fire Chief Report To The Fire Commission</b>	<p><u>May 2021.</u></p> <ul style="list-style-type: none"> <li>a) Kaua'i Fire and Ocean Safety</li> <li>b) Administrative Bureau</li> <li>c) Fire Operations Bureau</li> <li>d) Fire Prevention Bureau</li> <li>e) Fire Training Bureau</li> <li>f) Ocean Safety Bureau</li> </ul> <p>Fire Chief Steven Goble thanked Vice Chair Martinez for presenting a short speech on behalf of the fire commission at the promotional ceremony held June 30 at the convention hall. Commissioner Ka'auwai Iwamoto, Commissioner Levinthol and Commissioner Pacheco were also in attendance and the department appreciated their support and presence.</p> <p>Chief Goble reviewed the May 2021 report with the Commission (on file) below are the highlights;</p> <p><u>Kaua'i Fire and Ocean Safety</u></p> <ul style="list-style-type: none"> <li>• Began fire station visits to meet staff and establish rapport. There are nine fire station locations with three different work shifts.</li> <li>• Operation meetings continue to be held virtually by Microsoft Teams.</li> </ul>	

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	<ul style="list-style-type: none"> <li>• COVID update – moved into tier five with 59% vaccinated and 62% with an initial vaccination.</li> <li>• Replacement engine 7 for Waimea would arrive by July 14 and placed into service once it’s checked and outfitted.</li> <li>• Pending response from SAFER grant and Assistance to Firefighters grant.</li> </ul> <p><u>Administrative Bureau</u></p> <ul style="list-style-type: none"> <li>• Project ending the fiscal year 3-5% under budget.</li> </ul> <p><u>Fire Operations Bureau</u></p> <ul style="list-style-type: none"> <li>• Increase in water rescues, land based rescues and air rescues.</li> </ul> <p><u>Fire Prevention Bureau</u></p> <ul style="list-style-type: none"> <li>• Worked with department of education to complete school building inspections that addressed fire code issues.</li> <li>• Working on establishing electronic payment method with partners and vendors.</li> <li>• Working to address fire code issues with a hotel that was being remodeled.</li> </ul> <p><u>Fire Training Bureau</u></p> <ul style="list-style-type: none"> <li>• Pleased with second quarter training approach.</li> <li>• Crews experiencing a learning curve but building knowledge of basic standards.</li> </ul> <p><u>Ocean Safety Bureau</u></p> <ul style="list-style-type: none"> <li>• High increase in demand for services and increase in beach activities.</li> <li>• Increase in demand for after hour services. Life guard towers are staffed until 5:00 p.m. and roving patrol staffed until 6:00 p.m.; however, after 6:00 p.m. calls have increased and they are working on a solution to provide coverage.</li> <li>• Junior lifeguard program received great response. There are four classes with a limited version of the normal program.</li> <li>• State incurred a budget surplus due to unexpected revenue and drafted a</li> </ul>	

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	<p>memorandum of agreement to resume responsibility to staff the Kē‘ē lifeguard tower.</p> <p>Chair Chahanovich asked what the plans were to extend lifeguard services at the beaches. Chief Goble responded that ocean safety was assigned to come up with two plans. One plan was to work with existing resources and the second plan with additional resources.</p> <p>With no further questions from the commission, Chair Chahanovich moved on to the next agenda item.</p>	
<p><b>Business</b></p>	<p><b><u>KFC 2021-09</u></b> Discussion and possible decision-making on Fire Chief Goble’s outline of <u>monthly goals and objectives.</u></p> <ul style="list-style-type: none"> <li>a) Fire Chief Goble to share outline.</li> <li>b) Discussion and possible decision-making on other related matters.</li> </ul> <p>Chief Goble shared his Goals and Objectives Report for Period July 1, 2021 to June 30, 2022 document online. These were the highlights.</p> <p>Goal #1: Develop standard of response coverage for the County of Kaua‘i Fire Department          Goal #2: Develop a policy management process for the County of Kaua‘i Fire Department          Goal #3: Identify career development pathway for County of Kaua‘i Fire Department</p> <ul style="list-style-type: none"> <li>• Each goal contained objectives, success measurements, desired outcome and status.</li> <li>• The utilization study would also be used to assist with defining goals and setting timelines.</li> <li>• This was a draft copy that would be updated and presented at the next meeting.</li> </ul> <p>Chair Chahanovich commented that this would be used for the annual performance evaluation and offered the commission’s assistance if needed.</p>	
	<p><b><u>KFC 2021-01</u></b> The Kaua‘i Fire Department’s Utilization Study</p> <ul style="list-style-type: none"> <li>c) Deputy Chief Gibson to share any updates</li> <li>d) Discussion and possible decision-making on other related matters.</li> </ul>	

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	<p>Deputy Chief Gibson shared the following updates;</p> <ul style="list-style-type: none"> <li>• Received the draft utilization study on July 6.</li> <li>• They have until July 23 to complete a technical review of the 185 page document that involved reviewing and correcting any of the information contained in the document.</li> <li>• A final version should be ready by August 6 and the consultants may present the final version to the commission virtually or in-person.</li> </ul> <p>With no questions from the commission, Chair Chahanovich moved to the next agenda item.</p>	
<p><b>Executive Session</b></p>	<p>Administrator Ellen Ching advised the commission that the executive session minutes could be approved in open session if no corrections were needed.</p> <p>Chair Chahanovich allotted time for the commissioners to review the minutes.</p> <p>With no reason to go into executive session the commission bypassed the following agenda items;</p> <ol style="list-style-type: none"> <li>1. Executive Session</li> <li>2. Enter into Executive Session</li> <li>3. Call to Order in Executive Session</li> <li>4. Roll Call</li> <li>5. ES Business – ES KFC 2021-08</li> <li>6. Return to Open Session</li> <li>7. Call to Order in Open Session</li> <li>8. Roll Call</li> <li>9. Ratify Actions</li> </ol>	<p>Mr. Pacheco moved to accept the Executive Session minutes of June 21, 2021, as circulated. Commissioner Garces seconded the motion. Motioned carried 5:0.</p>
<p><b>Adjournment</b></p>	<p>With no further business to conduct, Chair Chahanovich called for a motion to adjourn the</p>	<p>Mr. Pacheco moved to adjourn</p>

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	meeting.	the meeting. Commissioner Levinthol seconded the motion. Motion carried 5:0  Chair Chahanovich adjourned the meeting at 2:44 p.m.

Submitted by: \_\_\_\_\_  
Sandra Muragin, Commission Support Clerk

Reviewed and Approved by: \_\_\_\_\_  
Jennie Chahanovich, Chair

- ( x ) Approved as circulated on August 17, 2021
- ( ) Approved with amendments. See minutes of \_\_\_\_\_ meeting.