



FIRE COMMISSION

CHAD PACHECO, CHAIR
JEN CHAHANOVICH, VICE CHAIR

ALFREDO GARCES, MEMBER
LINDA KAAUWAI-IWAMOTO, MEMBER
ALFRED LEVINTHOL, MEMBER
MICHAEL MARTINEZ, MEMBER
VACANT, MEMBER

RECEIVED

2 JAN 11 P3:09

REGULAR MONTHLY TELECONFERENCE MEETING NOTICE AND AGENDA

Tuesday, January 18, 2022
2:00 p.m. or shortly thereafter

Microsoft Teams Conferencing Information

Click on the link below to join on your computer mobile app by VIDEO:

<https://bit.ly/3r9D97J>

Or

Dial the phone number and enter conference ID to call in and join by AUDIO:

Phone: + 1 469-848-0234 United States, Dallas

Phone Conference ID: 975 248 178#

This meeting will be held via Microsoft Teams conferencing only. Members of the public are invited to join this meeting by using the link above or calling the number above with the conference ID information. You may testify during the video conference or submit written testimony in advance of the meeting via e-mail, fax, or mail. To avoid excessive noise/feedback, please mute your microphone except to testify.

CALL TO ORDER

ROLL CALL

APPROVAL OF AGENDA

CHAIR'S ANNOUNCEMENT

Next Scheduled Teleconference Meeting: 2:00 p.m., Tuesday, February 15, 2022

PUBLIC TESTIMONY

APPROVAL OF MINUTES

December 21, 2021, Open Session Meeting

CHIEF'S MONTHLY BUREAU REPORTS AND PERTINENT UPDATES

- a) Internal & External Partnerships/Covid 19 & Resource Updates
- b) Administrative Bureau/Budget Update & Fire Operations
- c) Fire Prevention & Training
- d) Ocean Safety
- e) Goals and Objectives

- f) Kauai Fire Department's five (5) Year Strategic Plan update
- g) Quarterly update on the progress made regarding the Utilization Study due March 2022

BUSINESS

KFC 2022-1 Discussion and decision-making on developing new goals and objectives for Fire Chief Steve Goble to coincide with Fiscal Year 2022/2023.

NOTICE OF EXECUTIVE SESSION (CLOSED TO PUBLIC)

Pursuant to Hawai'i Revised Statutes, ("H.R.S.") §92-7(a), the Commission may, when deemed necessary, hold an Executive Session on any agenda item without written public notice if the Executive Session was not anticipated in advance. Any such Executive Session shall be held pursuant to H.R.S. §92-4 and shall be limited to those items described in H.R.S. §92-5(a).

ADJOURNMENT

cc: Deputy County Attorney Jenna Tatsey
Fire Chief Steven Goble

PUBLIC COMMENTS and TESTIMONY

SPEAKER REGISTRATION

Prior to the day of the meeting: Persons wishing to testify are requested to register their name, phone number and agenda item via email to: mromo@kauai.gov or call 808-241-4919.

On the day of the meeting: Persons who have NOT registered to testify by the time the meeting begins will be given the opportunity to speak on an item following oral testimony from registered speakers.

Each speaker is limited to a three-minute presentation on each item.

WRITTEN TESTIMONY

Prior to the day of the meeting: Testimonies may be emailed: mromo@kauai.gov or mailed: Fire Commission, Office of Boards and Commissions, Pi'ikoi Building, 4444 Rice Street, Suite 300, Līhu'e, HI 96766. Please include your name and if applicable, your position/title and organization you are representing along with the agenda item that you are providing comments on.

While every effort to copy, organize and collate all testimony received will be made; materials received improperly identified maybe distributed to the members after the meeting is concluded.

SPECIAL ASSISTANCE

If you need an auxiliary aid/service, other accommodation due to a disability, or an interpreter for non-English speaking persons, please contact the Office of Boards and Commissions at (808) 241-4917 or asegreti@kauai.gov as soon as possible. Requests made as early as possible will allow adequate time to fulfill your request. Upon request, this notice is available in alternate formats such as large print, Braille, or electronic copy.



County of Kaua'i

BOARDS AND COMMISSIONS

GOVERNANCE

LIBRARIES

ENERGY

SELIGER

A A A

Call Number: BOARDS AND COMMISSIONS

Event Detail

<< All Events

Fire Commission Teleconference Meeting
Tuesday, January 18, 2022 @ 2:00 PM - 3:30 PM

This event is to satisfy the notice requirement of Hawaii Revised Statutes (HRS) Section 9-2.

Office of the Fire Chief for a report on the fire incident.

2022-01-18, 10:00 AM

When & Where

Date / Time

Tuesday, January 18, 2022 @ 2:00 PM - 3:30 PM
Hawaii Standard time

Venue

20
Fire Commission

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2022 JAN 18 10:00 AM
COUNTY OF KAUAI

22 JAN 11 3:09 PM

2022

COUNTY OF KAUAI
OPEN SESSION MEETING MINUTES

DRAFT TO BE APPROVED

Board/Commission	Kauai Fire Commission	Meeting Date	December 21, 2021
Location	Microsoft Teleconference Meeting	Start of Meeting: 2:03 p.m.	4:07 p.m.
Present	Chair Jen Chahanovich, Vice Chair Michael Martinez ; Commissioners: Alfredo Garces Jr., Linda Kaaui-Iwamoto; Alfred Levinthol and Chad Pacheco. Also present: Board & Commissions Office Staff: Support Clerk Mercedes Omo; Administrator Ellen Ching; Office of the County Attorney: Deputy County Attorney Jenna Tatsey. Fire Chief Steven Goble and Deputy Fire Chief Michael Gibson; and Councilmember/Public Safety Committee Chair Felicia Cowden.		
Excused			
Absent	Commissioner Thomas Nizo		

SUBJECT	DISCUSSION	ACTION
Call To Order	Chair Chahanovich called the meeting to order at 2:03 p.m.	
Roll Call	A roll call ensued with Commissioners Chahanovich, Martinez, Garces, Kaaui-Iwamoto, Levinthol and Pacheco making up a quorum to conduct business	
Chair's Announcement	Next scheduled teleconference meeting will begin at 2:00 p.m., Tuesday, January 18, 2022.	
Public Testimony	None.	
Selection of Chair and Vice Chair for Calendar Year 2022	Chair Chahanovich nominated Vice Chair Michael Martinez for Chair. Mr. Martinez thanked her for the nomination ,but graciously declined due family health issues. Mr. Garces nominated Ms. Kaaui-Iwamoto for Chair. Ms. Kaaui-Iwamoto thanked Mr. Garces for the nomination, but respectfully declined the nomination. Ms. Kaaui-Iwamoto then nominated Mr. Garces for Chair. Mr. Garces declined as well. Ms. Kaaui-Iwamoto nominated Mr. Levinthol for chair, but he declined the nomination as well.	

SUBJECT	DISCUSSION	ACTION
	<p>Mr. Pacheco nominated Chair Chahanovich as Vice Chair. Hearing no objections from the Commissioners, Chair Chahanovich accepted the nomination to serve in the capacity of Vice-Chair for calendar year 2022. Mr. Pacheco graciously volunteered to serve in the capacity of Chair for calendar 2022. Hearing no objections from the Commissioners, Chair Chahanovich called for a motion to elect Mr. Pacheco as Chair and herself as Vice Chair for calendar year 2022.</p>	<p>Mr. Garces moved. Mr. Levinthol seconded. The motion carried 5:0 by voice vote.</p>
<p>Approval of Meeting Minutes</p>	<p>Chair Chahanovich called for a motion to approve or amend the draft Open Session Minutes of the Commission’s November 16, 2021, Meeting.</p>	<p>Mr. Pacheco moved to approve the open session draft minutes of the November 16, 2021, meeting as circulated. Mr. Garces seconded. The motion carried 6:0 by voice vote.</p>
<p>Chief’s Monthly Bureau Reports for November 2021</p>	<ul style="list-style-type: none"> a) Internal & External Partnerships/Covid 19 & Resource Updates b) Administrative Bureau/Budget Update & Fire Operations c) Fire Prevention & Training d) Ocean Safety e) Goals and Objectives update f) Kauai Fire Department’s five (5) Year Strategic Plan update g) Fire Department’s Utilization Study <p>Chief Goble submitted his Monthly Reports which was emailed to the Commissioners highlighting:</p> <p><u>Fire and Ocean Safety</u></p> <p>KFD enhanced web-based process for fire prevention customers, selection of design contractor for Air 1 Hanger at the Lihue airport is completed, purchase of a new radio for Air 1 helicopter, 90 percent completed is the exhaust emissions filtration systems are being installed on all fire apparatus to eliminate carcinogenic emissions.</p>	

SUBJECT	DISCUSSION	ACTION
	<p><u>Community Partnerships</u> KFD has been in contact with a couple of residents who generously offered to donate automatic chest compression devices; once the process on receiving the devices is completed KFD will acknowledge the names of the residents who donated the equipment and the amount of devices, the Pacific Missile Range Barking Sands new Fire Chief is Oric Kuapahi, KFD will continue to work closely with the new chief to provide services and training, KFD is exploring potential fire station partnerships in both Anahola and Kilauea areas.</p> <p><u>Covid 19</u> Modified mandates will now allow groups up to 40 indoor and 100 outdoor. The case count has been consistent. Vaccination/booster shots continue to climb steadily. The Omicron variant is steadily taking over and is now dominate. KFD anticipates an increase in the number of cases on Kauai and will continue to do their best to manage the pandemic.</p> <p><u>Resource Updates</u> Recruit Class 31 in progress, eight (8) new recruits are due to graduate in the early part of May. Conducted an assistant chief recruitment and based on the candidate pool there is potential to do a little restructuring to take advantage of folks with the skill set to help move the Kauai Fire Department forward, promotional. Promotional testing is completed - a list eligibility has been established. There are no current openings or vacancies for rank-for-rank, however, the Department a ready to go list should they experience any unexpected departures or if there are changes in the Department. Active recruitment for ocean safety officer (parttime) KFD is renewing its list of potential candidates and is actively recruiting for an accountant trainee.</p>	

SUBJECT	DISCUSSION	ACTION
	<p>Engine six (6) is fully functional. Boat (radon) is still out of service, funding to replace the unusable out board motors will come via the budget augmentation – the Marine Response Committee is working on identifying the right motors to purchase. The initial attack pumpers for the brush truck at the Hanalei fire station is due to arrive from Oakland, California. KFD is on the current budget to identify funds to replace the old emergency generator at the Kapa'a fire station and an emergency procurement (Act12) for a Water Forging Apparatus specifically for use on the Northshore is moving forward.</p> <p><u>Administrative Bureau</u> 2022/2023 Fiscal Year will be a flat budget. The Department is on track and will move funds as necessary. YTD (year-to-date) expenses 32% which totaled to \$11,564,723.48 compared to last fiscal year same period of \$12,375.638.01 a variance of -6.55%.</p> <p><u>Fire Operations</u> As of November 2021, calls for service as at 540 compared to 453 calls for service same time last year. YTD current number 5605 compared to FY 2022/2021 of 5194. Brush fire near Donkey Beach, multiple fires were located within the area. Crews airlifted to inaccessible areas for extinguishments. Recuses: Station 2, Rescue 3, Air 1 responded to injured hiker on the Sleeping Giant Trail – victim transferred to AMR for further treatment and transport. Response to an injured hiker at Secret Falls – person evaluated and was transported via Boston Whaler to Wailua Marina. Crews responded: to 13 kayakers stranded at Wailua River due to rising waters – all victims were safely shuttled to Wailua Marina, a body recovered from water pool below Sea Lodge in Princeville fatal traffic collision on Kūhiō Highway in the vicinity of Leho Road, and pedestrian accident on Hardy Street in Lihū'e – victim transported by AMR in critical condition.</p>	

SUBJECT	DISCUSSION	ACTION
	<p><u>Fire Prevention</u> YTD bureau handled various requests totaling 2528 compared to 1051 in the previous fiscal year. An evaluation was done to improve the processes for future inspectors, brushfire mitigation through controlled burns, transition to online firework permits. Enhance skills and knowledge for web-based land information management and restaurant inspections and plans review. Key meetings attended: NFPA Fore Code 2021, Building Reports for of address data, State of Hawai'i Fire Council, NIC Hawai'i on automation of invoicing and meeting with the Department of Finance regarding online fireworks process.</p> <p><u>Training</u> 3rd quarter training – tasks performances 217 hours, keystone training eight (8) hours, certification 160 hours, planning hours 311 and additional training hours put in 466 hours.</p> <p><u>Ocean Safety activities for November</u> Tower activities for the month of November: 18 rescues, 5,841 preventive actions were taken, first aid 208, public contact 11,872 and beach attendance 80,831.</p> <p>Roving Patrol – 8 rescues, 3 jet ski rescues, 904 preventive actions, administering of first aid 34, public contact 2,775 and total beach attendance 23,091.</p> <p><u>Drowning</u> None reported in November – YTD there was 8 drownings reported compared to last fiscal year of 4 drownings reported.</p> <p><u>Training and Community Service</u> 80 total hours of training</p> <p>In addition, the bureau attended district staff meetings, conducted KFD/OSB rescue craft training, and conducted USLA agility test make-up.</p>	

SUBJECT	DISCUSSION	ACTION
	<p><u>Goals and Objectives</u> Chief Goble reported that some of the high priority goals he adopted as his personal goals came from the Strategic Plan. The Department has been making great strides but its not perfect yet, and they will continue to work to make the Department better for today and the future.</p> <p><u>Goal & Objectives No. 1 Define Standards of Response Coverage</u> Relative to the Utilization Study the Department was able to define the type of service they should be providing while addressing the needs of the state. The study also established what the expectations for the Department's response crews are, how-to respond and properly handle risks that are present across the island and how to identify performance benchmarks. The Utilization Study is the foundation for all that.</p> <p><u>Goal & Objectives No. 2 Review, Revise, Develop Written Standard Operating Guidelines.</u> The purpose of this goal is to make sure the various documents are kept up to date and are applicable to what the Department is doing. The documents will be stored in a repository and will be accessible to everyone. Its 50 percent completed is currently being routed to the fire captains for review/input, and then out to the line for feedback.</p> <p><u>Goal & Objectives No. 3 Enhance Promotional Process and Career Development.</u> As reported earlier, the Department completed its promotional process and implemented some of the recommendations, as well adjust the process to better identify the right candidates for promotion with the organization. It's an on-going process and they will continue to do improvements along the way, but they are pleased with where the process is at today. With nothing further to report, Chief Goble opened the floor up for questions.</p> <p>Mr. Pacheco asked Chief Goble how many applicants applied for the assistant chief position to which Chief Goble replied there was only one applicant who applied for the position which was disappointing because they either didn't have the right folks or they didn't have</p>	

SUBJECT	DISCUSSION	ACTION
<p>PowerPoint Presentation on the Department's Utilization Study</p>	<p>the right position or a combination of both, so they are looking to redefine the position, and then go out and recruit again and hopefully there will be more folks that are suited for the assistant chief role. With no further questions or comments, Chair Chahanovich thanked Chief Goble for his Monthly Reports, and then called for a motion to receive the Chief's Monthly Reports for November 2021.</p> <p>Chief Goble submitted a Utilization Study that was conducted by Project Manager Bill Boyd of the Emergency Services Consulting International Company. The Study reflected Mr. Boyd's scope of work which was to perform an operational and utilization study for the Kauai Fire Department; assess deployment of responses resources; provide the Command staff with data and information to make future deployment decisions; and to examine operational aspects of staffing issues and work rules related to overtime usage.</p> <p><u>Questions and Answers</u></p> <p>Chair Chahanovich asked Chief Goble if he felt that the Utilization Study was fair and if the four (4) key short-term recommendations on discontinuing the use of the Air 1 hanger; conducting annual pump testing and aerial ladder testing; installing fire & life safety devices in each station; and ensuring all fire operations personnel are Confined Space Awareness trained were reasonable and if any of those recommendations caught him by surprise.</p> <p>Chief Goble replied that the Utilization Study really enlighten him; although there was one finding that he didn't recognize under the Technical Rescue Program Findings that states Confined Space Rescue not provided.</p> <p>Chair Chahanovich asked the Commissioners if they had any questions related to the Study for Chief Goble? Hearing none. She asked the Chief if he could provide input on what his plans are moving forward and if he could keep the Commission apprised on the progress made relative to the short/mid-term recommendations and any long-term planning.</p>	<p>Mr. Pacheco moved. Mr. Levinthol seconded. The motion carried 6:0 by voice vote.</p>

SUBJECT	DISCUSSION	ACTION
	<p>Chief Goble stated that he could put together another power point reflecting KFD's progress, and then either provide the Commission with a monthly or quarterly update. Mr. Pacheco stated that he would like to receive quarterly updates on the Department's progress. Chair Chahanovich agreed.</p> <p>On a separate note, Mr. Pacheco asked Chief Goble about the high-water rescue vehicle that allows rescuers to evacuate civilians' areas that are partially underwater, or about to be underwater.</p> <p>Chief Goble explained that the rescue vehicle is specifically designed for that purpose unfortunately the procurement process fell apart because the company could not deliver the product in a timely or cost-effective way, so they ended up shipping the vehicle to Kauai which almost cost the same amount as the cost of the vehicle. He added that there was a lot of support for the vehicle especially during a big flood event and it will require special training to drive those vehicles which KFD would provide. It doesn't require a special license; it comes with an automatic transmission.</p>	
<p>KFC 2021-09</p>	<p><u>Discussion and decision-making on adopting Fire Chief Goble Goals and Objectives for Fiscal Year July 1, 2021 – June 30, 2022.</u></p> <p>Chair Chahanovich called on Ms. Ching to address the item. Ms. Ching explained that there was a bit of a disconnect after coming off from working in KEMA. Mercedes needed to catch up on their workload so she took her off the Fire Commission for a while so she could catch up on her workload. During that time, the Fire Commission had developed goals and objectives for Chief Goble's input, but those goals and objectives were never adopted as previously thought. Therefore, because the goals and objectives are an important tool to help the Commission evaluate the Chief its important for the Commission to adopt those goals and objectives.</p>	

SUBJECT	DISCUSSION	ACTION
	<p>Furthermore, to eliminate confusion when it comes to Chief Goble's reporting monthly, she spoke with Chief Goble, and he agreed to stick with the previous format because it is less confusing and easier to understand. Chief Goble apologized for the added confusion and stated that moving forward he will be using the exact same format indicated by Ms. Ching.</p> <p>Ms. Ching pointed out that once the Commission adopts the goals and objectives Chief Goble cannot deviate unless the Commission makes a motion to amend. So, her question is, the Commission has a choice to adopt the goals and objectives as circulated today or have more discussion on amending the Chief's goals and objectives at the next meeting.</p> <p>Chief Goble stated that he's fine with the Commission adopting his goals and objectives as circulated if that is the will of the Commission.</p> <p>Chair Chahanovich stated that being that its almost halfway through the year, not to mention Chief Goble's evaluation period coming up in July as along as he keeps the Commission updated on how goals she would like to keep moving forward with current goals. With no further discussion, Chahanovich called for a motion to adopt Chief Goble's goals and objectives for fiscal year July 1, 2021 – June 30, 2022.</p>	<p>Ms. Kaauiwa-Iwamoto moved. Mr. Pacheco seconded. The motion carried 6:0 by voice vote.</p>
Adjournment	<p>With no further business to conduct, Chair Chahanovich called for a motion to adjourn the meeting.</p>	<p>Mr. Pacheco moved to adjourn the meeting. Mr. Levinthol seconded. The motion carried 6:0 by voice vote. At 4:07 p.m. the meeting adjourned.</p>

Submitted by: _____ Mercedes Omo, Staff Support Clerk
Reviewed and Approved by: _____ Chad Pacheco , Chair-elect

- Approved as circulated on
- Approved as amended. See minutes of _____ meeting.

FIRE CHIEF REPORT to the

FIRE COMMISSION

Reporting Month: December 2021

Submitted by

Office of the Fire Chief

KAUAI FIRE AND OCEAN SAFETY

VISION

KAUAI FIRE DEPARTMENT CREATES A SAFER COMMUNITY BY CONTINUALLY STRIVING FOR EXCELLENCE IN PREVENTION

MISSION

TO PRESERVE AND PROTECT LIFE, PROPERTY, AND THE ENVIRONMENT OF KAUAI COUNTY FROM ALL HAZARDS AND EMERGENCIES

STRATEGIC PRIORITIES: SERVICE DELIVERY

PROFESSIONAL STANDARDS

TRAINING/CAREER

Fire and Ocean Safety	Partnerships	CC
<ul style="list-style-type: none"> Commission and Council briefings for Utilization Study – will follow up with quarterly briefings for Fire Commission. Budget planning for FY2023 is in progress Firecracker permit process moved to online Wildland Fuel Management Program training with Maui Fire Department Community outreach using multi-media platforms available on KFD Facebook 	<ul style="list-style-type: none"> Waimaea landslide community support Bargaining Unit 11 (HFFA) contract negotiations HFFA elections: Fire Captains Yamashita and Pananganan elected. Assistance to firefighters Grant opportunities (EG, Health & Wellness) Community Development Block Grant opportunity (Truck 5) 	<ul style="list-style-type: none"> Kauai 7-day avg: Test Positivity Ka Vaccination Rate <ul style="list-style-type: none"> 74.8% Fully V 80.5% Initiate 27.9% Booste Omicron variant i
RESOURCE UPDATE		
<ul style="list-style-type: none"> Recruit Class 31 in progress – Graduation in May Reaching out to potential transfer candidates Open recruitment for Ocean Safety Officer (part-time) Selection made for Accountant Trainee 		<ul style="list-style-type: none"> Truck 6, Radon OOS (Outboard motors Replacement Truck 1 has arrived and p Budget augmentation for Truck 6 and J Emergency Generator at Kapa'a Fire St Emergency Procurement for Water For

ADMINISTRATIVE BUREAU

FIRE DEPARTMENT FINANCIAL STATEMENT

Description	Budget	YTD Expenses	Expended	FY 20-21	Variance
Payroll Admin	\$ 2,268,791.00	\$ 1,096,278.14	48%	\$ 866,933.87	26.45%
Payroll Fire Ops	\$ 22,781,459.00	\$ 8,473,116.40	37%	\$ 9,539,618.14	-11.18%
Payroll Prevention	\$ 924,290.00	\$ 342,337.28	37%	\$ 356,551.57	-3.99%
Payroll Training	\$ 1,139,472.00	\$ 283,352.86	25%	\$ 369,557.32	-23.33%
Payroll OSB	\$ 5,615,551.00	\$ 2,351,088.13	42%	\$ 2,537,878.17	-7.36%
PAYROLL SUBTOTAL	\$ 32,729,563.00	\$ 12,546,172.81	38%	\$ 13,670,539.07	-8.22%
Operating Admin	\$ 211,982.00	\$ 100,491.41	47%	\$ 128,867.40	-22.02%
Operating Fire Ops	\$ 2,408,654.00	\$ 1,416,642.00	59%	\$ 1,460,838.14	-3.03%
Operating Prevention	\$ 29,645.00	\$ 5,208.70	18%	\$ 12,627.80	-58.75%
Operating Training	\$ 188,869.00	\$ 54,502.60	29%	\$ 52,703.14	3.41%
Operating OSB	\$ 253,574.00	\$ 81,980.06	32%	\$ 91,657.20	-10.56%
OPERATING SUBTOTAL	\$ 3,092,724.00	\$ 1,658,824.77	54%	\$ 1,746,693.68	-5.03%
GRAND TOTAL	\$ 35,822,287.00	\$ 14,204,997.58	40%	\$ 15,417,232.75	-7.86%

OVERTIME REPORT

OVERTIME TYPE	Monthly Cost	YTD Cost	FY20-21 YTD Cost	Cost %	Variance
Regular	\$ 149,223.62	\$ 499,535.06	\$ 503,566.64	-0.08%	
Rank for Rank	\$ 77,026.08	\$ 427,692.54	\$ 432,222.78	-1.05%	
Scheduled	\$ 22,954.64	\$ 116,499.70	\$ 124,013.32	-6.06%	
Training	\$ 10,329.55	\$ 48,203.29	\$ 78,181.43	-38.34%	
TOTAL	\$ 259,533.89	\$ 1,091,930.59	\$ 1,137,984.17	-4.05%	

Description	Vacancies
Administration	2
Operations	7
Prevention	1
Training	0
Ocean Safety FT	1
Ocean Safety ST	0
TOTAL	11

Description	Floors
Fire Stations	
Administration	
Training	
Air Operations	Buildin
Towers	Floors:
Utility	

Description	FI
Engines	
Trucks	Truck 6 O
Watercraft	Radon - C
Staff	BC Respoi

FIRE OPERATIONS BUREAU

FIRE OPERATIONS CALLS FOR SERVICE

Description	2021 Dec	2020 Dec	Variance	Current YTD Total	FY 20-21 YTD Total	Variance
Brush Fire	16	8	100.00%	278	239	16.32%
Crop Fire	2	0	100.00%	15	10	50.00%
EMS	395	353	11.90%	4222	3955	6.75%
Extrication Rescue	0	1	-100.00%	14	13	7.69%
False Call	21	17	23.53%	188	168	11.90%
Good Intent	81	79	2.53%	713	708	0.71%
Hazardous Condition	3	2	50.00%	29	37	-21.62%
Rescue/EMS Standby	3	2	50.00%	46	15	206.67%
Ruptures/Explosion	1	0	100.00%	1	4	-75.00%
Search for Lost Person	10	1	900.00%	75	50	50.00%
Service Call	24	39	-38.46%	409	357	14.57%
Severe Weather	1	0	100.00%	9	4	125.00%
Structure Fire	7	4	75.00%	63	57	10.53%
Type Not Specified	0	0	0.00%	0	5	-100.00%
Vehicle Fire	4	7	-42.86%	70	55	27.27%
Water Rescue	1	0	100.00%	42	30	40.00%
TOTAL	569	513	10.91%	6174	5707	8.18%

OPERATIONS

- Fires:**
 - No significant fires
- Rescues:**
 - Incident #6115: for female hiker
 - Incident #6152: patient with low patient with low
 - Incident #0103: female hiker with the Okolehau/
 - Incident #0146: response for missing Roving ski access side at Queens
 - Incident #0171: unresponsive person assessed, pack assessed
- Other:**
 - Incident #0040: overturned vehicle On arrival found from water with

FIRE PREVENTION BUREAU

PREVENTION BUREAU STATISTICS

Description	Month Total	FY20-21 Month	% Variance	Current YTD		% Variance
				YTD	FY20-21 YTD	
Fire Investigation	1	4	-75%	13	14	-7%
ADU Permit Applications	5	1	400%	26	34	-24%
Bldg Permit Plan Review	73	27	170%	580	399	45%
Planning Dept Review	0	2	-100%	46	19	142%
Cert. of Occupancy Inspection	0	6	-100%	255	38	571%
Business Occupancy Inspection	5	2	150%	71	32	122%
Witness Acceptance Tests	1	3	-67%	49	18	172%
Fire Extinguisher Training	0	0	0%	5	1	400%
Fire Safety Presentation	0	0	0%	4	0	0%
Telephone/Email Inquiries	484	178	172%	2040	702	191%
Complaint Investigations	0	1	-100%	6	3	100%
Sparky Presentation	1	0	0%	1	0	0%
Fireworks Displays & Inspections	18	17	6%	20	32	-38%
TOTAL	588	241	144%	3116	1292	141%

To increase FPB efficiency staff evaluated a

- Fireworks online permitting
- Automatic email notification for permits
- Customer service for online permit applications

To enhance skills and knowledge Inspector:

- Elements administrative interface
- Wildland fire mitigation with Live Fire

Items of interest under development:

- Media Team- Fire Safety for Business
- Online Firecracker permits for Neighboring Properties
- Web-based Inspection with Building Information System

Key Meetings:

- Maui Fire Department, Wildland Fire
- Maui Fire Department, Prevention
- Building Reports for implementation
- Hawai'i Wildlife for State Prevention
- NIC Hawai'i for automation of inventory
- Finance Department for Online Fire

FIRE TRAINING BUREAU

TRAINING PLAN Q3

Keystone Objective

- Extended Fire Attack

Task Standards

Group 4

- Tank water to hydrant attack, Crew
- Tank water attack
- Tank water to hydrant attack, FF3 only

Certifications and Classes of Opportunity

- RC31 FFI/FFII IFSAC
- Area Rae, Multi Rae

EMS Training

- Target Solution

TRAINING STATISTICS

Description	December Hours	Current Year- to- Date Total
Task Performances 9-12	87	359
Keystone 3	85	92
Classes of Op/Certification	110	2406
Total Plan Hours	282	4552
Additional Hours	679	10,097
TOTAL	961	17,360

- Recruit IFSAC FFI/FFII Certif
- HazMat Equipment Training
- Q4 Task Performance relate Operator skills
- Keystone Evolution: Extend

YTD Additional Hours: Total sl proportion of Non Plan Hours 2021 Training Plan in May. Cre firefighting disciplines above a Training Plan.

OCEAN SAFETY BUREAU

OCEAN SAFETY BUREAU TOWERS

Description	December Total	FY 20-21 Month Total	% Variance	Current YTD Total	FY 20-21 YTD TOTAL	% Variance
Rescue	13	6	117%	90	52	73%
Assist	0	0	0%	0	0	0%
Preventive Actions	4,701	2,348	100%	35,057	13,947	144%
1 st Aid	179	80	124%	1,271	613	107%
Public Contact	11,302	5,336	112%	90,938	40,135	127%
Beach Attendance	74,453	43,672	70%	536,516	356,237	51%
ROVING PATROL						
Rescue	9	1	800%	56	8	600%
Jet Ski Rescue	5	1	400%	26	4	550%
Assist	0	0	0%	0	0	0%
Preventive Actions	1,570	2,513	-38%	6,053	4,190	44%
1 st Aid	39	105	-63%	174	114	53%
Public Contact	4,580	3,466	32%	12,181	14,303	-15%
Beach Attendance	11,923	18,237	-35%	96,856	79,135	22%
DROWNING						
Statistics	0	0	0%	4	4	0%
TRAINING / COMMUNITY SERVICE						
ITEM	Month Hours	FY 20-21 Month Hours	% Variance	Current YTD Total Hours	FY 20-21 YTD Total Hours	% Variance
Training	0	0	0%	300	436	-31%
Community Service	0	0	0%	28.5	16	78%
Jr. Lifeguard	0	0	0%	288	0	0%

- Ocean Safety Bureau:**
- Shark sighting at Po'ipū
 - Shark sighting at Kekaha
 - 7 employees tested positive for COVID-19, 3 employees due to close contact
 - Closed north towers due to short staffing
 - 4 major medicals
 - Search for missing person in Hanamā'ulu Bay
 - 22 ocean related rescue visitors, 2 residents
 - Hanalei bridge closure due to flooding
 - Brown water advisories issued due to flooding

GOALS

Goal #1 – Develop standard of response coverage for the County of Kauai Fire Department

Objectives	Success Measurements	Desired Outcome	Status
<p>G1A: Complete a community risk assessment</p> <p>G1B: Complete a resource utilization study to understand the “as-is” status</p> <p>G1C: Develop response/deployment plan to address identified risk</p>	<ol style="list-style-type: none"> 1. Define the threats, hazards, and vulnerabilities inherent in this environment. 2. Documented “as-is” status of KFD service delivery 3. Documented response and deployment goals, performance metrics and resource needs 	<p>Kauai Fire Department has established service delivery goals that meet the expectations of the community. Service delivery goals to drive resource needs, are well documented, and clearly communicated.</p>	<p>G1A: On Track</p> <ul style="list-style-type: none"> • Community Risk being identified through response data analysis. Analyzing call volume call types, call locations, time of day, day of week, etc. <p>G1B: COMPLETE</p> <ul style="list-style-type: none"> • Utilization study conducted to identify as-is baselines: Final report received, presented to F Commission at December meeting. <p>G1C: On Track</p> <ul style="list-style-type: none"> • Establishment of baseline performance and critical task capability • Training and evaluation developed for tactical deployment scenarios; benchmarks developed <p>Next Steps:</p> <ul style="list-style-type: none"> ○ Incorporate risk identification to standard deployment methods ○ Establish training and performance evaluation criteria to support operations

Goal #2 – Develop a policy management process for the County of Kauai Fire Department.

Objectives	Success Measurements	Desired Outcome	Status
<p>G2A. Identify and create a working group to review revise and implement policies and procedures.</p> <p>G2B. Identify any KFD policies that should be revised and any gaps in existing policies.</p> <p>G2C. Institutionalize policies and procedures through communication of performance expectations, and promotional processes. Implement revised and/or new policies as deemed necessary to include a communications action plan.</p>	<ol style="list-style-type: none"> 1. Working group established comprised of broad cross section of personnel to review and implement policies and procedures. 2. Revised and/or new policies as implemented as needed. 3. Revised and/or new policies are successfully communicated to KFD personnel. 	<p>Policies reflect best industry practices and meet the legal/operational needs of the Fire Department. Policies are regularly reviewed and amended to meet evolving circumstances and are successfully communicated to KFD personnel.</p>	<p>G2A: On Track</p> <ul style="list-style-type: none"> • Invitations for policy and procedures committee have been sent. • Next steps to coordinate kick-off meeting and establish charter. <p>G2B: On Track</p> <ul style="list-style-type: none"> • Established “single source of truth” for written guidelines. Identified PowerDM: the record repository. • Rules and Regulations drafted, in review process for refinement 70% complete • Next steps: <ul style="list-style-type: none"> ○ Assign committee to work on identification and revision process <p>G2C: COMPLETE</p> <ul style="list-style-type: none"> • Implemented training task standards with references to applicable policies and procedures • Identified key policies and procedures for promotional exam testing this cycle. • Utilize PowerDMS to track review and acknowledgement of policies and procedures by individual.

Goal #3 – Identify career development pathway for County of Kauai Fire Department

Objectives	Success Measurements	Desired Outcome	Status
<p>G3A. Work with HR Department, staff, and labor groups to refine promotional processes to aid in career growth pathways</p> <p>G3B. Work with HR, staff, and labor groups to develop a career path plan to aid in career development for KFD personnel.</p>	<p>1. Personnel know and understand essential elements of career advancement and role expectations.</p> <p>2. Consistency and transparency in promotional process</p>	<p>Personnel are better prepared to progress within the department improving morale, retention, and preserving institutional knowledge.</p>	<p>G3A: COMPLETE</p> <p>Convened stakeholder committee to review promc processes and implemented recommendations for promotion process. NOTE: This group will contr refine the process on an ongoing basis.</p> <p>G3B: On Track</p> <p>Will work with stakeholder committee to develop career path plan for KFD personnel.</p>