

APPROVED

OPEN SESSION MEETING MINUTES

Board/Commission	Kauai Fire Commission	Meeting Date	October 18, 2022
Location	Boards and Commissions Conference Room Suite 300 4444 Rice Street Līhu‘e, Hawai‘i 96766	Start of Meeting: 2:00 p.m.	End of Meeting: 2:42 p.m.
Present	Chair Chad Pacheco; Vice Chair Jen Chahanovich; Commissioners: Alfred Levinthol, Linda Kaauwai-Iwamoto, Michael Martinez, and Rodney Yama. Also present were Board & Commissions Office Support Clerk Mercedes Omo; Administrator Ellen Ching; Office of the County Attorney: Deputy County Attorney Jenna Tatsey; Kauai Fire Department: Fire Chief Michael Gibson, Deputy Fire Chief Roger Mills; Assistant Fire Chief Solomon Kanoho, and Chief’s Secretary Soncy Tamashiro.		
Excused	Commissioners Alfredo Garces Jr. and Rodney Yama		
Absent			

SUBJECT	DISCUSSION	ACTION
CALL TO ORDER/ ROLL CALL TO ASCERTAIN QUORUM		The Fire Commission meeting was called to order at 2:00 p.m. by Chair Chad Pacheco. A quorum of five (5) Commissioners was present.
APPROVAL OF AGENDA	Chair Pacheco sought a motion to approve the September 20, 2022, meeting agenda.	There was a motion made by Vice Chair Chahanovich to approve the agenda. Commissioner Martinez seconded the motion. Hearing no objections, the agenda was approved.
CHAIR’S ANNOUNCEMENTS	Chair Pacheco announced that the next Regular Monthly Fire Commission meeting will be on Tuesday, November 15, 2022, 2:00 p.m. in the Boards and Commissions Conference Room Suite 300.	

SUBJECT	DISCUSSION	ACTION
PUBLIC TESTIMONY	Chair Pacheco open the floor for testimony. See there were no testifiers in the audience, Boards and Commissions Administrator Ellen Ching stated that she would not be calling for public testimony on any agenda item.	
APPROVAL OF MINUTES	<p>Ms. Omo pointed out a typo on page four of the minutes it reads Fire Chief Michael Goble when it should be Fire Chief Michael Gibson.</p> <p>Chair Pacheco sought a approve the Fire Commission’s September 20, 2022, regular open session meeting as amended.</p>	<p>There was a motion made by Vice Chair Chahanovich to approve the minutes of September 20, 2022, regular open session meeting as amended. Commissioner Levinthol seconded the motion. Hearing no objections, the minutes were approved.</p>
CHIEF’S MONTHLY BUREAU REPORTS/ PERTINENT UPDATES	<p>Chair Pacheco called on Fire Chief Michael Gibson to address his Monthly Reports.</p> <p>Fire Chief Gibson gave an overview of his Monthly Reports highlighting Deputy Fire Chief Roger Mill introduction to the personnel in the Kauai Fire Department and to the Fire Commission, an administrative battalion fire chief position will be included in the Chief’s office, Deputy Fire Chief Mills will oversee the battalion chiefs, the three operations bureau chiefs, the administrative battalion chief, and the ocean safety. Lifeguard recruitment is process, fire captain interviews – the Chief is expecting the eligibility list to completed by Human Resources fairly soon, Fire Prevention Week activities, the introduction of the Pulse Point AED verified responder App. The App integrates the ProQA Paramount system which will allow 911 dispatchers to inform callers of the exact location of nearby AED’s. Grants waiting for council’s approval include a \$125,000 grant that be used in partnership with the Community Wildlife defense, a \$85,000 grant for firefighter’s early cancer screening detection and a \$3250,000 Department of Hawaiian Homeland grant to be used to extinguish brush fires in Anahola.</p>	

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	<p>New covid cases for the month of September average 7 a-day. Positive cases were up 12.9% compared to 7.9% last month. There was minimal impact to Fire and Ocean Safety staff, and resource update KFD's new fire engine estimated time of arrival is September 2024, Assistant Fire Chief Solomon Kanoho secured \$200,000 to replace the aging roof at the Kōloa Fire Station, Air 1 is approaching its major maintenance timeline, estimated time of arrival for the replacement for Truck #6 is July 2023, and the new truck and landing craft housed at the Wainiha Resiliency Center is now in service.</p> <p><u>Administrative Bureau</u></p> <ul style="list-style-type: none"> • The vacant assistant chief position was redescribed as Administrative Battalion Chief. • There are currently five (5) firefighter vacancies • Two ocean safety full-time positions have been filled • Ocean safety seasonal workers include two (2) new hires. • All fire engines, trucks and watercraft are mission capable. • YTD expenses \$1,301,476.27 which reflect 40% of the operating of \$3,244,827.00. • YTD overtime cost for regular, rank for rank, scheduled and training was at \$477,423.95 compared to last fiscal year a cost variance of 5.64%. <p><u>Fire Operations</u></p> <ul style="list-style-type: none"> • There were 618 calls for service in the month of September compared to 424 in September 2021. • 4 calls for brush fires • 6 calls for trail rescues • 1 call for water rescue at the 'Anini boat ramp involving a 60-year-old female. 	

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	<p><u>Fire Prevention Bureau</u></p> <ul style="list-style-type: none"> • Telephone and email inquiries totaled 561 compared to 513 in 2021 same month. The bureau is short a lieutenant, so the workload had to be spread out. <p><u>Fire Training Bureau</u></p> <ul style="list-style-type: none"> • The Bureau completed a total of 1333 hours of various training in September. • Wobbly H Fall Training Session kicked off • Additional training hours – crews are training on firefighting discipline above and beyond the training plan • 3rd Quarter Keystone Training RIT/Pittsburg Drill <p><u>Ocean Safety Bureau</u></p> <ul style="list-style-type: none"> • Workday Training on-going • Rescues 38 • Roving Patrol rescues 9 • 1 drowning reported • Preventive actions – 14,875 down 23,088 last month • First Aid rendered – 670 down from 2,036 last month • OSO IV training captain lateral was transferred to north district • September 9 assisted with the Ultimate Hawaiian Trail Run • September 26 – Agility test for 1 OSC recruit • Makeup USLA Recertification Class • CPR administered at Keālia Beach on the eastside of the island • 1 OSC resignation 	

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	<p><u>Goals</u></p> <p>Goal #1 – Develop a standard response. Because of the Keystone Training what would have taken them five minutes and 30 seconds to respond it now takes them four minutes and 25 seconds to respond. The next Keystone Training is on to incorporate risk identification to standard deployment methods on water rescue.</p> <p>Goal #2 – Develop a policy management process. The Department has been preparing themselves to become better with their promotional exams, which now, includes standard of guidelines and materials to help those seeking a promotion. Rules and regulations is in the process of being established, it is a long process and takes time, it’s an important task and progress has been made. Maui Fire Department has rules and regulations which have already been tested by the Hawai’i Firefighters Association.</p> <p>Goal #3 – Identify career development pathway. With the goal and objectives completed promotional testing for fire captain, firefighters III and II are underway. KFD has purchased a Blue Card Command Training Program which is a standardized training system. Their goal for the past few years before he came on board is to standardize all of the fire stations so that everyone is on the same page and understands the same language.</p> <p>At the conclusion of Fire Chief Gibson’s reporting, Chair Pacheco thanked the Chief for providing the Commission with his Monthly Reports and highlights, then sought a motion to accept the Chief Monthly Bureau Reports.</p>	<p>There was a motion made by Vice Chair Chahanovich to receive Fire Chief Gibson’s Monthly Bureau Reports. Commissioner Martinez seconded the motion. Hearing no objections, the motion carried 5:0.</p>

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ADJOURNMENT	There being no further business to conduct, Chair Pacheco sought a motion to adjourn the meeting.	There was a motion made by Commissioner Martinez to adjourn the meeting. Commissioner Levinthol seconded the motion. At 2:42 p.m. the meeting adjourned.

Submitted by: _____
Mercedes Omo, Staff Support Clerk

Reviewed and Approved by: _____
Chad Pacheco, Chair

- () Approved as circulated on
- (x) Approved as amended. See minutes of November 18, 2022 meeting.