



FIRE COMMISSION

CHAD PACHECO , CHAIR
JEN CHAHANOVICH, VICE CHAIR

ALFREDO GARCES JR., COMMISSIONER
LINDA IWAMOTO, COMMISSIONER
ALFRED LEVINTHOL, COMMISSIONER
MICHAEL MARTINEZ, COMMISSIONER
RODNEY YAMA, COMMISSIONER

RECEIVED

22 SEP 13 P2:08

Meetings of the Fire Commission will be conducted as follows:

- Meetings will be publicly noticed pursuant to HRS Chapter 92.
- Minutes of meetings will be completed pursuant to HRS Chapter 92 and posted to the Fire Commission's website upon completion and approval.

Public Comments and Testimony:

- **Written testimony** will be accepted for any agenda item herein.
 - Written testimony indicating your 1) name, and if applicable, your position/title and organization you are representing, 2) the agenda item that you are providing comment on, and 3) contact information (telephone number and email address), may be submitted to mromo@kauai.gov or mailed to the Fire Commission, c/o Office of Boards and Commissions, 4444 Rice Street, Suite 300, Lihue, Hawaii 96766.
 - Written testimony received by the Fire Commission at least 24 hours prior to the meeting will be distributed to all Fire Commissioners prior to the meeting.
 - Any testimony received after this time and up to the start of the meeting will be summarized by the Clerk of the Fire Commission during the meeting and added to the record thereafter.
 - Any late testimony received will be distributed to the members after the meeting is concluded.
- **Oral testimony** will be accepted for any agenda item herein.
 - It is recommended that anyone interested in providing oral testimony register at least 24 hours prior to the meeting by emailing mromo@kauai.gov or calling (808) 241-4920. Any request to register shall include your 1) name, and if applicable, your position/title and organization you are representing, and 2) the agenda item that you are providing comment on, and 3) contact information (telephone number and email address).
 - Per the Fire Commission Policy on oral testimony, there is a three-minute time limit per testifier per agenda item.
 - Individuals who have not registered to provide testimony will be given an opportunity to speak on an agenda item following the registered speakers.

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 ALTERNATIVE FORMATS SUCH AS LARGE PRINT, BRAILLE, OR ELECTRONIC COPY.

REGULAR MONTHLY FIRE COMMISSION MEETING NOTICE AND AGENDA

Tuesday, September 20, 2022

2:00 p.m. or shortly thereafter

Boards and Commissions Conference Room

Piikoi Building, 4444 Rice Street, Suite 300, Līhu'e, Hawai'i 96766

CALL TO ORDER

ROLL CALL

APPROVAL OF AGENDA

CHAIR'S ANNOUNCEMENT

Next Regularly Monthly Meeting: 2:00 p.m., Tuesday, October 18, 2022

PUBLIC TESTIMONY ON ANY AGENDA ITEMS

APPROVAL OF MINUTES

August 16, 2022, Regular Open Session Meeting

RECAP BY CHAIR CHAD PACHECO AND COMMISSIONER LINDA KAAUWAI-IWAMOTO ON THE 2022 FIRE-RESCUE INTERNATIONAL CONFERENCE HELD IN SAN ANTONIO, TEXAS FROM AUGUST 24-26, 2022

CHIEF'S MONTHLY BUREAU REPORTS AND PERTINENT UPDATES

- a) Update on Kaua'i Fire and Ocean Safety, including updates on Partnerships, Covid 19 and Resources Highlights
- b) Administrative Bureau Update, including updates on the budget, staffing, overtime report, facilities, and fleet
- c) Fire Operations Bureau Update, including statistics on calls for service and brief description of some of the incidents responded to
- d) Fire Prevention Bureau Update, including monthly statistics
- e) Fire Training Bureau Update
- f) Ocean Safety Bureau Update, including monthly statistics and bureau highlights
- g) Update on Fire Chief Gibson's progress on the Goals and Objectives for FY 2021-2022
- h) September 2022 quarterly update on the Kauai Fire Department's five (5) Year Strategic Plan: Service Delivery, Professional Standards and Effective Training & Career Development
- i) September 2022 quarterly update on the Utilization Study: Short, Mid, and Long-Term Recommendations

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 Michael Gibson

DRAFT TO BE APPROVED

OPEN SESSION MEETING MINUTES

| | | | | |
|------------------|--|--|-----------------------------|------------------------|
| Board/Commission | County of Kauai Fire Commission | | Meeting Date | August 16, 2022 |
| Location | Boards and Commissions Conference Room 4444 Rice Street, Suite 300 Lihū'e, Hawai'i 96766 | | Start of Meeting: 2:00 p.m. | 2:36 p.m. |
| Present | Chair Chad Pacheco ; Vice Chair Jen Chahanovich ; Commissioners: Alfredo Garces Jr., Michael Martinez, and Rodney Yama. Also present: Board & Commissions Office Staff: Support Clerk Mercedes Omo; Administrator Ellen Ching; Office of the County Attorney: Deputy County Attorney Jenna Tatsey. Others present: Fire Chief Michael Gibson; Assistant Fire Chief Solomon Kanoho, Fire Chief's Secretary Soncy Tamashiro, and Councilmember Felicia Cowden. | | | |
| Excused | Commissioners Linda Kaaui-Iwamoto and Alfred Levinthol | | | |
| Absent | | | | |

| SUBJECT | DISCUSSION | ACTION |
|--|---|---|
| Call To Order/Roll Call to ascertain quorum | | With a quorum present, Chair Chad Pacheco called the Fire Commission August 16, 2022, meeting to order at 2:00 p.m. |
| Approval of Agenda | Chair Pacheco called for a motion to approve the agenda. | There was a motion by Vice Chair Chahanovich to approve the July 29, 2022, agenda. Commissioner Martinez seconded the motion. Hearing no objections from the five Commissioners present, the agenda was approved. |
| Chair's Announcements | Next Regularly Monthly Meeting: 2:00 p.m., Tuesday, September 20, 2022, at the Boards and Commission Conference Room Suite 300. | |
| Public testimony on any of the agenda items | Boards and Commissions Administrator Ellen Ching stated that being there was no one from the public who wish to testify she would like to state for the record that Chair Pacheco does not need to ask for public testimony on any of the agenda items. | |

| SUBJECT | DISCUSSION | ACTION |
|---|--|---|
| <p>Approval of Minutes of July 19, 2022, Meeting</p> | <p>Chair Pacheco called for a motion to approve or amend the minutes of the July 19, 2022, Fire Commission meeting.</p> | <p>There was a motion by Commissioner Garces to approve the minutes of the July 19, 2022, meeting. Commissioner Martinez seconded the motion. Hearing no objections from the five Commissioners present, the minutes were approved.</p> |
| | <ul style="list-style-type: none"> a) Update on Kaua'i Fire and Ocean Safety, including updates on Partnerships, Covid 19 and Resources Highlights. b) Administrative Bureau Update, including updates on the budget, staffing, overtime report, facilities, and fleet. c) Fire Operations Bureau Update, including statistics on calls for service and brief description of some of the incidents responded to. d) Fire Prevention Bureau Update, including monthly statistics e) Fire Training Bureau Update f) Ocean Safety Bureau Update, including monthly statistics and bureau highlights. g) Update on Fire Chief Gibson progress on the Goals and Objectives for FY 2021-2022. <p>Chair Pacheco called on Fire Chief Michael Gibson to address his Monthly Reports for July 2022.</p> <p>Fire Chief Gibson gave an overview of his Monthly Reports highlighting:</p> <ul style="list-style-type: none"> • The relocation of the Department's current fire training site located at the Honsador facility in Lihue to the north side of the facility referred to as Area 22. | |

| SUBJECT | DISCUSSION | ACTION |
|---------|--|--------|
| | <ul style="list-style-type: none"> • Interviews for deputy fire chief is set to take place on September 1, 2022. The new deputy chief will be selected and in the position by September 15, 2022, • Recruitment for assistant fire chief and fire captain is also slated for September. Fire Chief Gibson noted that KFD has modified the fire captain promotional written test by removing the firefighter component of the test because it does not have anything relative to a supervisory role. • All county employees are undergoing a mandatory Workday payroll system training. To maintain 24-hour coverage modifications were made to the firefighters work schedule so they could attend the Workday training whereas the firefighters who had already worked their normal shifts would be compensated overtime to attend the training. • The details regarding the afterhours jet-ski coverage are being worked out with the Lifeguard union and until everything is settled firefighters who were former ocean safety personnel would have to cover the afterhours and undergo a jet-ski equipment training. • On August 17, 2022, at 9:15 a.m., Mayor Kawakami will be doing a Proclamation at the county's rotunda in recognition of Lifeguard Appreciation week which starts from August 21 through 27, 2022. • The Fire Department was awarded a AFG Grant in the amount of \$124,000 all of the grant money will go towards the Firefighter's Health and Wellness Program. • The Fire Department is continuing to work with public works and other county agencies to remove debris and clear roads for access to Ninini Point. The ultimate plan is to reduce the amount of | |

| SUBJECT | DISCUSSION | ACTION |
|---------|---|--------|
| | <p>vegetation growing in area by using bulldozers and other heavy equipment.</p> <ul style="list-style-type: none"> • Fire Chief Gibson met one-on-one with all seven councilmembers concerning businesses on Kauai that are not in compliance with the current fire building codes. Some of the suggestions that were made by councilmembers includes briefing the council at one of their meetings to get it on record, use the media to get the word and or have something addressing the issue on the Fire Department's website under fire prevention. • The numbers of positive covid cases are trending lower. • Invitation for bid (IFB) for a new fire engine was sent out. • All of KFD's front line apparatus are mission capable. <p><u>Administrative Bureau</u></p> <ul style="list-style-type: none"> • Current vacancies include 1 deputy fire chief, 1 assistant fire chief, 4 firefighter trainees, 1 full-time ocean safety position and 1 part-time ocean safety position. • Solomon Kanohe is the current assistant fire chief. He is on a 89-day contract hire until a new assistant fire chief is hired. • Remodeling of the Waimea Fire Station is almost completed. • Up to \$200,000 was set aside for capital improvements for the Kōloa Fire Station roof. • IFB (invitation for bid) for a new \$90,000 SCBA bottle station to replace the older model was sent out. The new SCBA will be housed at the Hanapēpē Fire Station on the westside. • Budgetary – KFD will be returning monies to the general fund. Final total to be determine next year. • KFD's retirement contribution is \$500,000 which is less than what it was originally budgeted for. | |

| SUBJECT | DISCUSSION | ACTION |
|---------|--|--------|
| | <ul style="list-style-type: none"> • Overtime expenditures was up due to the postponement of last year's recruit class the plan was to get the Safer Grant, but the grant was denied. <p><u>Fire Operations Bureau</u></p> <ul style="list-style-type: none"> • Total number of calls for service in the month of July was 633 compared to July 2021 at 569. Most significant was the calls for brush fires. • A firefighter was seriously injured while attending to a call at the Spalding Monument in Keālia. He is currently resting at home and is on his way to making a full recovery. <p><u>Fire Prevention Bureau</u></p> <ul style="list-style-type: none"> • Participated in the Kōloa Plantation Days Parade and the Kauai Police Department's Touch a Truck event featuring Mascot Sparky the Fire Prevention Dog at both events. • Ocean Safety will participate at next year's Touch a Truck event to help boost ocean safety recruitment. • 400 Keiki between the ages of 8-17 participated in this year's 2022 Junior Lifeguard event. <p><u>Fire Training Bureau</u></p> <ul style="list-style-type: none"> • For the last couple of months all trainees focused on firefighter survival and rapid intervention training. • A weeklong drill was held at PMRF on the westside in June; 20 all of the firefighters who participated underwent a very high-intensity training. | |

| SUBJECT | DISCUSSION | ACTION |
|---------|--|--------|
| | <p><u>Ocean Safety Bureau</u></p> <ul style="list-style-type: none"> • Due to the retirement of Ocean Safety Captain Ingraham in June 2022, recruitment for an ocean safety captain and a lieutenant is open. HR has worked with the Fire Department to mirror KPD's promotional testing process which gives the applicant an opportunity to study materials before they take the actual written test. In the past, the recruitment process for ocean safety captain and lieutenant was done by interview only. <p><u>Update on Goals</u></p> <ul style="list-style-type: none"> • <u>Goal #1 Develop standard of response coverage for the Kauai Fire Department</u> Majority of the objectives have been completed. Outstanding is to incorporate risk identification to standard deployment methods at the quarterly Keystone training. • <u>Goal #2 Develop a policy on management process for the Kauai Fire Department.</u> All of the objectives have been completed. A draft of the policy has been submitted to the Hawai'i Fire Fighters Association for consultation. The At-Large Committee consisting of frontline personnel will conduct an annual review of the Department's SOG's (Standard of Operation Guidelines). Any new, revised processes or procedures will have to be reviewed by the committee after which they will write the new SOG. • <u>Goal #3 Identify career development pathway for the Kauai Fire Department.</u> <u>Goal has been achieved and both objectives have been completed.</u> <p>At this juncture, Chair Pacheco asked the Commissioners if they had any questions for Fire Chief Gibson.</p> | |

| SUBJECT | DISCUSSION | ACTION |
|---------------------------|---|--|
| | <p>Fire Chief Gibson, in response to Commissioner Martinez’s questioning, responded that although there are four vacancies it has not affected fire operations. KFD is making every effort to ensure that all fire apparatuses are manned at all times and if needed due people calling sick or for personal reasons the firefighters would have to work overtime to cover the afterhours shifts. As for a checklist, the Fire Department have already created a checklist but because of the county’s new Workday payroll system they (KFD) will have to wait until IT is available to upgrade their website. Once IT does upgrade their website it will feature a link where local businesses can just click on the link to see a list of requirements. To address his question about putting information on the Kauai Fire Department’s website so that potential applicants could have access to the information on what is required of them, Fire Chief Gibson stated they will have to wait until IT is available.</p> <p>With no further questions, Chair Pacheco called for a motion to receive Fire Chief Michael Gibson’s Monthly Report for the record.</p> <p>Councilmember Cowden stated that she doesn’t have any testimony to give she’s just here to listen and learn she does, however, want to thank the Fire Department for all of the work they have done to serve the community.</p> | <p>There was a motion by Vice Chair Chahanovich to received Fire Chief Gibson’s Monthly Report for the record. Commissioner Garces seconded the motion. Hearing no objections from the five Commissioners present, the Chief’s Monthly Report was received for the record.</p> |
| <p>Adjournment</p> | <p>There being no further business, Chair Pacheco called for a motion to adjourn the meeting.</p> | <p>There was a motion by Commissioner Yama to adjourn the meeting. Commissioner Garces seconded the motion. Hearing no objections from the five Commissioners present, the meeting adjourned at 2:36 p.m.</p> |

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

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



FIRE CHIEF REPORT to the FIRE COMMISSION



Reporting Month:

August 2022

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 & EMERGENCY RESPONSE

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 DEVELOPMENT

Fire and Ocean Safety

Partnerships

COVID 19

- Deputy Chief Appointment
- Lifeguard Recruitment – New Hires
- Captain Recruitment
- FF II, FF III Promotional Recruitment
- “Workday”
- Fire Prevention Week October 9-15, 2022
- “Fire Won’t Wait. Plan Your Escape”

- Anaina Hou Presentation
- 9/11 Commemorative @ Kukui Grove – COK Elderly Affairs
- Hawaii’i Wildlife Mitigation Organization
- CERT discussion / KEMA & Friends of Kauai’i Fire Service

- Sept 12:
 - New Cases: 7-day average = 7 (down from 23)
 - Test Positivity Kauai’i = 7.9% (down from 17.7%)
 - Numbers do not reflect home tests
- Minimal impact to KFD staffing for both Fire and Ocean Safety responders

RESOURCE UPDATE

- IFB for New Fire Engine – ETA: September 2024
- Air1 – Scheduled Equipment Replacement, Dual Cargo Hooks – Human External Compliant
- New CIP – Kōloa Fire Station Roof – Creating IFB
- Wainiha Resiliency Center: Truck Arrived, Landing Craft

- Truck 6 replacement on order - ETA July 2023
- Helicopter Hangar – New site agreement at LIH
- Kōloa and Hanalei Fire: Covered Reserve Apparatus Storage
- Hanalei Fire Station – AC Install in progress

ADMINISTRATIVE BUREAU

| FIRE DEPARTMENT FINANCIAL STATEMENT | | | | | |
|-------------------------------------|-------------------------|------------------------|------------|------------------------|---------------|
| Description | Budget | YTD Expenses | Expended | FY 20-21 | Variance |
| Payroll Admin | \$ 2,237,206.00 | \$ 169,878.46 | 8% | \$ 183,562.60 | -7.45% |
| Payroll Fire Ops | \$ 23,474,355.00 | \$ 1,966,734.45 | 8% | \$ 1,715,065.64 | 14.67% |
| Payroll Prevention | \$ 1,047,931.00 | \$ 79,843.04 | 8% | \$ 75,787.43 | 5.35% |
| Payroll Training | \$ 1,148,261.00 | \$ 64,235.15 | 6% | \$ 54,125.53 | 18.68% |
| Payroll OSB | \$ 5,798,976.00 | \$ 457,530.84 | 8% | \$ 472,862.59 | -3.24% |
| PAYROLL SUBTOTAL | \$ 33,706,729.00 | \$ 2,738,221.94 | 8% | \$ 2,501,403.79 | 9.47% |
| Operating Admin | \$ 240,929.00 | \$ 59,399.11 | 25% | \$ 4,435.86 | 1239.07% |
| Operating Fire Ops | \$ 2,535,044.00 | \$ 1,023,077.74 | 40% | \$ 1,101,164.49 | -7.09% |
| Operating Prevention | \$ 40,793.00 | \$ 100.00 | 0% | \$ - | 0% |
| Operating Training | \$ 166,818.00 | \$ 25,232.05 | 15% | \$ 15,475.80 | 63.04% |
| Operating OSB | \$ 261,243.00 | \$ 8,828.56 | 3% | \$ 6,802.41 | 29.79% |
| OPERATING SUBTOTAL | \$ 3,244,827.00 | \$ 1,116,637.46 | 34% | \$ 1,127,878.56 | -1.00% |
| GRAND TOTAL | \$ 36,951,556.00 | \$ 3,854,859.40 | 10% | \$ 3,629,282.35 | 6.22% |

| OVERTIME TYPE | Monthly Cost | YTD Cost | FY20-21 YTD Cost | Variance | Cost % |
|---------------|----------------------|----------------------|----------------------|--------------|--------|
| Regular | \$ 108,977.63 | \$ 108,977.63 | \$ 98,941.38 | 10.14% | |
| Rank for Rank | \$ 98,813.97 | \$ 98,813.97 | \$ 98,881.67 | -0.07% | |
| Scheduled | \$ 25,490.04 | \$ 25,490.04 | \$ 23,568.70 | 8.15% | |
| Training | \$ 9,674.19 | \$ 9,674.19 | \$ 7,132.77 | 35.63% | |
| TOTAL | \$ 242,955.83 | \$ 242,955.83 | \$ 228,524.52 | 6.31% | |

| STAFFING | | | |
|-----------------|-----------|------------------|---|
| Description | Vacancies | Total Authorized | NOTES |
| Administration | 0 | 13 | Deputy Chief –10/1/2022 AC Kanoho (89 Day) |
| Operations | 5 | 132 | 5 FFT |
| Prevention | 0 | 4 | |
| Training | 0 | 3 | |
| Ocean Safety FT | 1 | 54 | OSO IV – Recruitment Planning |
| Ocean Safety ST | 1 | 6 | Continuous Open Recruit |
| TOTAL | 7 | 212 | |

| FACILITIES | |
|----------------|---|
| Description | Exceptions |
| Fire Stations | Generator at S2, App Door frame at S2 |
| Administration | |
| Training | Honsador / Plans @ Architect |
| Air Operations | Building is not adequate for Air1 |
| Towers | Floors at Hanalei Pavilion, Salt Pond, Hā'ena |
| Utility | |

| FLEET UPDATE | |
|--------------|--|
| Description | NOTES |
| Engines | All mission capable – 2 of 3 Reserves capable |
| Trucks | All mission capable – 1 Available in Reserve |
| Watercraft | All Mission Capable |
| Staff | All Capable – Fleet is aged, ready for replacement |

FIRE OPERATIONS BUREAU

FIRE OPERATIONS CALLS FOR SERVICE

Totals Reflect Calendar Year Jan - Dec

| Description | 2022 August | 2021 August | Variance | Current YTD Total | FY 20-21 YTD Total | Variance |
|------------------------|-------------|-------------|---------------|-------------------|--------------------|---------------|
| Brush Fire | 32 | 31 | 3.23% | 224 | 187 | 19.79% |
| Crop Fire | 2 | 2 | 0.00% | 8 | 11 | -27.27% |
| EMS | 427 | 349 | 22.35% | 3,149 | 2,760 | 14.09% |
| Extrication Rescue | 0 | 1 | -100.00% | 11 | 13 | -15.38% |
| False Call | 13 | 14 | -7.14% | 93 | 122 | -23.77% |
| Good Intent | 72 | 63 | 14.29% | 617 | 461 | 33.84% |
| Hazardous Condition | 4 | 1 | 300.00% | 33 | 17 | 94.12% |
| Rescue/EMS Standby | 4 | 5 | -20.00% | 44 | 28 | 57.14% |
| Ruptures/Explosion | 0 | 0 | 0.00% | 1 | 0 | 100.00% |
| Search for Lost Person | 9 | 8 | 12.50% | 78 | 39 | 100.00% |
| Service Call | 47 | 32 | 46.88% | 328 | 288 | 13.89% |
| Severe Weather | 0 | 0 | 0.00% | 0 | 8 | -100.00% |
| Structure Fire | 7 | 0 | 100.00% | 56 | 39 | 43.59% |
| Type Not Specified | 0 | 0 | 0.00% | 1 | 0 | 100.00% |
| Vehicle Fire | 3 | 3 | 0.00% | 44 | 46 | -4.35% |
| Water Rescue | 8 | 9 | -11.11% | 45 | 32 | 40.63% |
| TOTAL | 628 | 518 | 21.24% | 4,732 | 4,051 | 16.81% |

OPERATIONS HIGHLIGHTS

Fires:

- Incident #4092: Brush Fire Lae Road – Approx 1 acre & large amount of tires – Station 5, Station 6
- Incident #4213: Kokee, near hair pin turn, Station 7, Station 6, WT, BC, Dept of Forestry
- Incident #4351: Brush Fire – Donkey Beach – 2 acres, Station 8 and Truck 2
- Incident #4438: Brush Fire, Waimea Canyon – Sta7, BC1, Air1,T6 Dept of Forestry

Rescues - Trail

- Incident #4207: Missing Hiker – Kalalau Trail, Uluwehi Falls –35 y/o F, exhaustion – Air1, Rescue 3, Station 2, KPD, DLNR – Sta 2 assisted hiker to Medic-23 for transport to hospital
- Incident #4237: Exhausted Hiker – Kalalau Trail, 31 y/o F @windy point, Station 1 assisted via stokes to Ke’e beach – tx to Medic-22
- Incident #4291: Injured Hiker, Kukui Trail – 36 y/o M, Air1 & Rescue 3 transported patient to LZ, Station & - after exiting Air1 patient refused treatment

Rescues - Water

- Incident #4217: Snorkeler pulled from water at Lydgate – CPR - OSB, Station 2, Medic 23 tx to Wilcox
- Incident #4246: Swimmer in distress, 28 y/o M, rescued by N Rove Ski, Station 1, Air1, Rsq3, CPR initiated and transferred to Medic-22 to Wilcox (drowning)

Other:

- Incident #4173: Drowning – 65 y/o male found unresponsive at hotel swimming pool – Station 2 Medic-23

FIRE PREVENTION BUREAU

| PREVENTION BUREAU STATISTICS | | | | | | |
|----------------------------------|-------------|------------|-------------|-------------|------------|-------------|
| Description | Month Total | FY21-22 | % Variance | Current | FY20-21 | % Variance |
| | | Month | | YTD | YTD | |
| Fire Investigation | 5 | 2 | 150% | 7 | 6 | 17% |
| ADU Permit Applications | 5 | 5 | 0% | 10 | 6 | 67% |
| Bldg Permit Plan Review | 127 | 46 | 176% | 228 | 132 | 73% |
| Planning Dept Review | 2 | 5 | -60% | 3 | 7 | -57% |
| Cert. of Occupancy Inspection | 4 | 46 | -91% | 6 | 93 | -94% |
| Business Occupancy Inspection | 36 | 7 | 414% | 67 | 14 | 379% |
| Witness Acceptance Tests | 4 | 1 | 300% | 7 | 10 | -30% |
| Fire Extinguisher Training | 1 | 0 | 0% | 2 | 1 | 100% |
| Fire Safety Presentation | 1 | 0 | 0% | 11 | 0 | 0% |
| Telephone/Email Inquiries | 370 | 97 | 281% | 673 | 152 | 343% |
| Complaint Investigations | 4 | 1 | 300% | 5 | 2 | 150% |
| Sparky Presentation | 1 | 0 | 0% | 2 | 0 | 0% |
| Fireworks Displays & Inspections | 0 | 0 | 0% | 12 | 0 | 0% |
| TOTAL | 560 | 210 | 167% | 1033 | 423 | 144% |

To increase FPB efficiency staff evaluated and improved processes for:

- Structure fire with minimal fire damage
- Complaint resolution by teaming with other agencies

To enhance skills and knowledge Inspectors to courses on:

- Fire Investigation classes on O'ahu with International Association of Arsenal Investigators

Items of interest under development:

- Continuing previous projects

Key Meetings:

- Community Wildlife Defense Grant
- Hawai'i Wildlife Mitigation Organization for Community Wildlife Protection Plan
- DHHL Regional Plan meetings with Chairman and Commissioners visiting Kaua'i
- Consumer Product Safety Commission and State Fire Council

FIRE TRAINING BUREAU

2022 TRAINING PLAN Q2

| | |
|------------------------------|---|
| Keystone Objective | <ul style="list-style-type: none"> RIT/Pittsburg Drill and/or Extended Attack |
| Task Standards | <ul style="list-style-type: none"> Ground Ladders Forcible Entry Entanglement Escape |
| Refresher/Opportunity | <ul style="list-style-type: none"> USLA Recert Jet Ski Operator, Radon Training Expanded Sets and Reps |
| EMS Training | <ul style="list-style-type: none"> Vector Solutions CPR Refresher |

- **Marine Response Training: Radon, Jet Ski**
- **Door Prop World Tour**
- **Expanded Sets and Reps**
- **USLA Recertification**

TRAINING STATISTICS

| Description | August Hours | Current Year-to-Date Total |
|-----------------------------------|--------------|----------------------------|
| Task Performances 10-12, 15 | 60 | 473 |
| Keystone RIT/Pitts, Extend Attack | 40 | 292 |
| USLA, Jet Ski, Radon, Exp SnR | 885 | 3638 |
| Total Plan Hours | 1158 | 6095 |
| Additional Hours | 494 | 3619 |
| TOTAL | 1652 | 9778 |

Total Plan Hours: Includes crews executing Task Performances that are part of the 2022 Training Plan but not assigned in Q3.

Additional Hours: Crews are training on firefighting disciplines above and beyond the Training Plan.

OCEAN SAFETY BUREAU

| OCEAN SAFETY BUREAU TOWERS | | | | | | |
|------------------------------|--------------|----------------------|------------|-------------------------|--------------------------|------------|
| Description | August Total | FY 20-21 Month Total | % Variance | Current YTD Total | FY 20-21 YTD TOTAL | % Variance |
| Rescue | 45 | 15 | 200% | 45 | 43 | 5% |
| Assist | 0 | 0 | 0% | 0 | 0 | 0% |
| Preventive Actions | 23,088 | 7,363 | 214% | 51,456 | 14,910 | 245% |
| 1 st Aid | 2,036 | 241 | 745% | 2,058 | 471 | 337% |
| Public Contact | 11,226 | 24,223 | -54% | 21,587 | 46,770 | -54% |
| Beach Attendance | 116,027 | 171,996 | -33% | 249,904 | 348,235 | -28% |
| ROVING PATROL | | | | | | |
| Rescue | 7 | 14 | -50% | 7 | 24 | -71% |
| Jet Ski Rescue | 0 | 5 | -100% | 0 | 13 | -100% |
| Assist | 0 | 0 | 0% | 0 | 0 | 0% |
| Preventive Actions | 5,230 | 824 | 535% | 9,866 | 3,116 | 217% |
| 1 st Aid | 32 | 12 | 167% | 32 | 43 | -26% |
| Public Contact | 2,362 | 1,434 | 65% | 6,998 | 2,899 | 141% |
| Beach Attendance | 29,087 | 29,835 | -3% | 79,987 | 51,617 | 55% |
| DROWNING | | | | | | |
| Statistics | 1 | 2 | -0.5% | 1 | 2 | -0.5% |
| TRAINING / COMMUNITY SERVICE | | | | | | |
| ITEM | Month Hours | FY 20-21 Month Hours | % Variance | Current YTD Total Hours | FY 20-21 YTD Total Hours | % Variance |
| Training | 33 | 0 | 0% | 41 | 436 | -91% |
| Community Service | 6 | 0 | 0% | 14 | 16 | -13% |
| Jr. Lifeguard | 120 | 120 | 0% | 161.25 | 0 | 0% |

Ocean Safety Bureau:

- 8/1: OSO IV Training Captain lateral transfer to North District
- 8/6: Drowning at Lumaha'i Beach
- 8/9: OSO I Lifeguard Interviews
- Rescue Craft Training
- 8/15, 17, 19: USLA Recertification
- 8/16, 17, 18: OSB Quarterly Staff Meetings
- 8/21 – 27: Hawai'i Lifeguard Appreciation Week

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"> Vendor identified for Community Risk Dashboard. Community Risk being identified through response data analysis. Analyzing call volume, call types, call locations, time of day, day of week, etc. <p>100% COMPLETE</p> <ul style="list-style-type: none"> Utilization study conducted to identify as-is baselines: Final report received, presented to Fire Commission at December meeting. <p>G1C: On Track</p> <ul style="list-style-type: none"> Submit baseline performance and operational capability. COMPLETE Training and evaluation developed for tactical deployment scenarios. COMPLETE Establish training and performance evaluation standards. COMPLETE <p>Next Steps:</p> <ul style="list-style-type: none"> Incorporate risk identification to standard deployment methods "Quarterly Keystones" Training – Water Rescue |

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> | <p>1. Working group established comprised of broad cross section of personnel to review and implement policies and procedures.</p> <p>2. Revised and/or new policies as implemented as needed.</p> <p>3. Revised and/or new policies are successfully communicated to KFD personnel.</p> | <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 PowerDMS as the record repository. COMPLETE • Rules and Regulations draft complete, out for external review. • Next steps: <ul style="list-style-type: none"> ○ Draft to HR for review pending feedback - COMPLETE ○ Draft to Supervisors for review and feedback upon HR approval - COMPLETE pending feedback ○ Submit for HFFA consultation <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>3/3/2022 Convened stakeholder committee to review promotional processes and implemented recommendations for 2022 promotion process. NOTE: This group will continue to meet to refine the process on an ongoing basis.</p> <p>3/3/2022 Promotional testing for FC, FF III, FF II in progress</p> |