



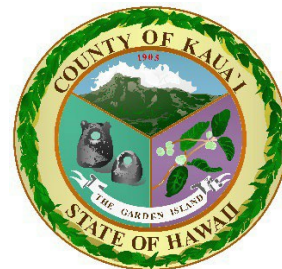
FIRE CHIEF REPORT to the FIRE COMMISSION



Reporting Month:

June 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
<ul style="list-style-type: none"> • Fire Captains Quarterly Meetings • Fire Prevention Bureau residential plan review for code compliance • Meetings with Mayor / Managing Director / HR to fill DC Vacancy • June 16 Promotional Ceremony • Workday - Ocean Safety Staff Meetings • End of FY22 Purchases 	<ul style="list-style-type: none"> • Ongoing processes with Department of Water- hydrants and standpipes • Ninini Point – Working with COK Departments to grade roads and clear overgrown brush / SMA Permit • Fire Prevention Outreach to the Business Community • KFD Rules and Regulations discussion feedback from KFD Captains 	<ul style="list-style-type: none"> • July 8: <ul style="list-style-type: none"> • New Cases: 7-day average = 25 (down from 65) • Test Positivity Kauai = 21.1% (down from 26.5%) • Numbers do not reflect home tests • Moderate impacts to KFD staffing for both Fire and Ocean Safety responders

RESOURCE UPDATE

<ul style="list-style-type: none"> • IFB's for New Fire Engine / Batt Chief Command Vehicle (long eta) • Battalion Chiefs temporarily filling Assistant Chief vacancy • Waimea – Flooring complete – Stairwell and Kitchen work remain • Kapaa – Replacement of Emergency Power generator 	<ul style="list-style-type: none"> • Truck 6 replacement on order (eta July 2023) • Radon new engines installed, current break-in period • Helicopter hangar project design in progress / Honsador • Resiliency Center Truck arrived - @ Dealer for recall work
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ADMINISTRATIVE BUREAU

FIRE DEPARTMENT FINANCIAL STATEMENT

Description	Budget	YTD Expenses	Expended	FY 20-21	Variance
Payroll Admin	\$ 2,307,832.00	\$ 2,077,645.13	90%	\$ 2,273,550.63	-8.62%
Payroll Fire Ops	\$ 23,042,418.00	\$ 19,065,486.64	83%	\$ 19,732,766.20	-3.38%
Payroll Prevention	\$ 874,290.00	\$ 752,073.32	86%	\$ 754,169.69	-0.28%
Payroll Training	\$ 889,472.00	\$ 653,675.06	73%	\$ 680,025.67	-3.87%
Payroll OSB	\$ 5,615,552.00	\$ 5,080,895.56	90%	\$ 5,269,601.77	-3.58%
PAYROLL SUBTOTAL	\$ 32,729,564.00	\$ 27,629,775.71	84%	\$ 28,710,113.96	-3.76%
Operating Admin	\$ 206,842.00	\$ 132,740.71	64%	\$ 276,494.43	-51.99%
Operating Fire Ops	\$ 2,619,504.00	\$ 2,327,318.49	89%	\$ 2,031,705.64	14.55%
Operating Prevention	\$ 29,645.00	\$ 14,281.51	48%	\$ 18,802.20	-24.04%
Operating Training	\$ 147,988.00	\$ 116,534.20	79%	\$ 91,341.17	27.58%
Operating OSB	\$ 256,745.00	\$ 203,917.03	79%	\$ 224,127.97	-9.02%
OPERATING SUBTOTAL	\$ 3,260,724.00	\$ 2,794,791.94	86%	\$ 2,642,471.41	5.76%
GRAND TOTAL	\$ 35,990,288.00	\$ 30,424,567.65	85%	\$ 31,352,585.37	-2.96%

OVERTIME TYPE	Monthly Cost	YTD Cost	FY20-21 YTD Cost	Cost %	Variance
Regular	\$ 97,773.26	\$ 1,192,763.12	\$ 1,031,482.14	15.64%	
Rank for Rank	\$ 77,051.52	\$ 903,546.93	\$ 920,819.59	-1.88%	
Scheduled	\$ 23,938.84	\$ 255,211.74	\$ 265,466.36	-3.86%	
Training	\$ 12,228.05	\$ 129,813.77	\$ 115,469.04	12.42%	
TOTAL	\$ 210,991.67	\$ 2,481,335.56	\$ 2,333,237.13	6.35%	

STAFFING

Description	Vacancies	Total Authorized	NOTES
Administration	2	13	Asst Chief – Short Funding in FY2023 – DC Recruitment / 89 Day
Operations	4	132	4 FFT
Prevention	0	4	Fire Inspector II – deleted from FY2023 Budget
Training	0	3	
Ocean Safety FT	1	54	OSO IV – Recruitment in progress
Ocean Safety ST	1	6	Open Recruit for Part Time
TOTAL	8	212	

FACILITIES

Description	Exceptions
Fire Stations	Generator at S2, App Door frame at S2
Administration	
Training	Honsador area / Public Works Operations
Air Operations	Building is not adequate for Air1
Towers	Floors at Hanalei Pavilion, Salt Pond, Hā'ena

FLEET UPDATE

Description	NOTES
Engines	All mission capable – (3 Reserve)
Trucks	All mission capable (1 available Reserve)
Watercraft	Radon – New Engines Installed
Staff	BC Vehicle, Mechanic vehicle – Budget approved

FIRE OPERATIONS BUREAU

FIRE OPERATIONS CALLS FOR SERVICE

Description	2022 June	2021 June	Variance	Current YTD Total	FY 20-21 YTD Total	Variance
Brush Fire	27	37	-27.03%	152	132	15.15%
Crop Fire	1	2	-50.00%	5	6	-16.67%
EMS	426	351	21.37%	2,324	2,040	13.92%
Extrication Rescue	2	2	0.00%	10	9	11.11%
False Call	15	16	-6.25%	62	90	-31.11%
Good Intent	78	63	23.81%	456	319	42.95%
Hazardous Condition	3	1	200.00%	24	12	100.00%
Rescue/EMS Standby	12	6	100.00%	35	14	150.00%
Ruptures/Explosion	0	0	0.00%	1	0	100.00%
Search for Lost Person	9	10	-10.00%	52	26	100.00%
Service Call	39	25	56.00%	237	227	4.41%
Severe Weather	0	0	0.00%	0	8	-100.00%
Structure Fire	10	7	42.86%	45	30	50.00%
Type Not Specified	1	0	100.00%	2	0	100.00%
Vehicle Fire	5	15	-66.67%	35	36	-2.78%
Water Rescue	7	2	250.00%	31	15	106.67%
TOTAL	635	537	18.25%	3,471	2,964	17.11%

OPERATIONS HIGHLIGHTS

Fires:

- Incident #3096: Residential fire in Hanapepe – confined to a single room
- Incident #3237: Residential fire in ‘Ele‘ele, kitchen, cooking left unattended
- Incident #3430: Brush fire near burns field, access issues and abandoned vehicles, Public Works provided heavy equipment assistance

Rescues:

- Incident #3098, #3358, #3384, #3453: Airlift injured hikers from Waipoo Falls trail, Kalalau Trail, Hoopi Falls Trail, Awa‘awapuhi Trail
- Incident #3114: Coordinated rescue of 3 persons from capsized boat Nawiliwili Harbor – KFD, Air1 and USCG
- Incident #3216, & Incident #3535: Airlifted injured hikers from Hanakāpī‘ai Trail
- Incident #3275: Rescue swimmer outside Salt Pond, person floating out to sea, KFD personnel and South Ski assisted
- Incident #3337: Rescue passenger / assist disabled vessel near Lumahai
- Incident #3493: Koloa Fire and South Ski Rescued 3 distressed swimmers near acid drops

Other:

- Incident #3522: Kekaha vehicle accident, 2 critical patients, vehicle struck 3 passengers in a golf cart

FIRE PREVENTION BUREAU

PREVENTION BUREAU STATISTICS						
Description	Month Total	FY21-22 Month	% Variance	Current YTD	FY20-21	% Variance
					YTD	
Fire Investigation	6	3	100%	29	22	32%
ADU Permit Applications	12	3	300%	55	51	8%
Bldg Permit Plan Review	195	75	160%	1439	702	105%
Planning Dept Review	12	7	71%	117	38	208%
Cert. of Occupancy Inspection	2	463	-100%	328	518	-37%
Business Occupancy Inspection	28	2	1300%	184	64	188%
Witness Acceptance Tests	7	3	133%	90	31	190%
Fire Extinguisher Training	2	0	0%	8	6	33%
Fire Safety Presentation	0	0	0%	28	3	833%
Telephone/Email Inquiries	343	81	323%	4141	1054	293%
Complaint Investigations	0	2	-100%	7	10	-30%
Sparky Presentation	2	0	0%	3	6	-50%
Fireworks Displays & Inspections	0	11	-100%	22	44	-50%
TOTAL	609	650	-6%	6451	2549	153%

To increase FPB efficiency staff evaluated and improved processes for:

- Updated business list with assistance of summer hire
- Simplified ADU/ARU clearance forms
- Business inspection pre-check lists

To enhance skills and knowledge Inspectors to courses on:

- Active shooter

Items of interest under development:

- Business inspections increase starting with restaurants
- Updated residential plan review process

Key Meetings:

- Drought Mitigation and Fire Prevention initiatives
- DHHL Regional planning
- Fire Captains feedback and district concerns

FIRE TRAINING BUREAU

2022 TRAINING PLAN Q2

Keystone Objective	<ul style="list-style-type: none"> Extended Fire Attack
Task Standards	<ul style="list-style-type: none"> Tank water attack Hydrant attack to Tank Water Attack Hose Deployments
Refresher	<ul style="list-style-type: none"> Helicopter Awareness
EMS Training	<ul style="list-style-type: none"> Vector Solutions

- **Helicopter Cadre: Heli Awareness Training**
- **Task Performances: Tank Water Attack, Tank to Hydrant, Hose Deployments**
- **Fire Ground Ops Cadre: Hose Handling, Hose Loads**

TRAINING STATISTICS

Description	June Hours	Current Year-to-Date Total
Task Performances 5-8	63	351
Keystone: Extended Attack	6	162
Refresher	267	2753
Total Plan Hours	567	3936
Additional Hours	360	2607
TOTAL	927	6547

Total Plan Hours: Includes crews executing Task Performances that are part of the 2022 Training Plan but not assigned in Q2.

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

OCEAN SAFETY BUREAU

OCEAN SAFETY BUREAU						
TOWERS						
Description	June Total	FY 20-21 Month Total	% Variance	Current YTD Total	FY 20-21 YTD TOTAL	% Variance
Rescue	76	17	347%	251	149	68%
Assist	0	0	0%	0	0	0%
Preventive Actions	29,635	7,227	310%	94,051	37,606	150%
1 st Aid	216	331	-35%	2,106	1,452	45%
Public Contact	3,224	21,336	-85%	128,272	106,563	20%
Beach Attendance	120,213	182,408	-34%	1,196,978	1,157,695	3%
ROVING PATROL						
Rescue	37	11	236%	117	29	303%
Jet Ski Rescue	0	4	-100%	35	18	94%
Assist	0	0	0%	0	0	0%
Preventive Actions	6,512	1,364	377%	22,253	7,863	183%
1 st Aid	26	7	271%	452	131	245%
Public Contact	150	2,349	-94%	25,393	24,988	2%
Beach Attendance	39,025	31,036	26%	209,542	237,324	-12%
DROWNING						
Statistics	0	1	-1%	8	5	6%
TRAINING / COMMUNITY SERVICE						
ITEM	Month Hours	FY 20-21 Month Hours	% Variance	Current YTD Total Hours	FY 20-21 YTD Total Hours	% Variance
Training	24	24	0%	416	436	-5%
Community Service	12	12	0%	90.5	16	466%
Jr. Lifeguard	300	300	0%	592	160	270%

Ocean Safety Bureau:

- Keiki & Jr. Lifeguard Program at Salt Pond, Kalapakī and Hanalei
- KLA/OSB partner with Kaua'i Food Bank on food distribution at Anahola
- HGEA Arbitration Hearing
- Work Day Training

GOALS

Goal #1 – Develop standard of response coverage for the County of Kaua‘i 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>Kaua‘i 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>G1B: 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"> • Establish baseline performance and critical task capability - COMPLETE • Training and evaluation developed for tactical deployment scenarios; benchmarks developed – COMPLETE • Establish training and performance evaluation criteria to support operations - COMPLETE • Next Steps: <ul style="list-style-type: none"> ○ Incorporate risk identification to standard deployment methods

Goal #2 – Develop a policy management process for the County of Kaua‘i 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 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 Kaua‘i 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>	<ol style="list-style-type: none"> 1. Personnel know and understand essential elements of career advancement and role expectations. 2. Consistency and transparency in promotional process 	<p>Personnel are better prepared to progress within the department improving morale, retention, and preserving institutional knowledge.</p>	<p>G3A: COMPLETE 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>G3B: COMPLETE Promotional written test materials identified and communicated. Follow up meeting complete.</p>