

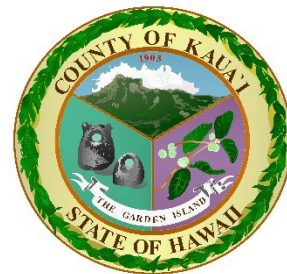


FIRE CHIEF REPORT to the FIRE COMMISSION



Reporting Month: March 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 Meetings Budget Proposals submitted • Ocean Safety Staff Supervisors Meetings • Council Budget Hearings CIP and Ops • County CERT Team Revitalization • Tracking legislation: lifeguard protection, fireworks, EMT licensure 	<ul style="list-style-type: none"> • Hanalei to Hā’ena Community Association Meeting • Department of Water to address fire flow challenges • Workday – Payroll Management System w/ TCP Humanity Scheduler • Hawai’i Wildfire Management Organization 	<ul style="list-style-type: none"> • All State and County rules have expired • Second Booster now available • New Cases: 7-day average = 4 • Test Positivity Kaua’i = 3.4% • Vaccination Rate State (Kaua’i) <ul style="list-style-type: none"> • 77% Fully Vaccinated (72%) • 84.2% Initiated (78%) • 38.6% Booster (39%)

RESOURCE UPDATE

<ul style="list-style-type: none"> • Recruit Class 31 in progress – on track for graduation May • Fire Fighter Trainee transfers started on 3/16 • BU-11 contract arbitration ruling finalized • BU-15 Contract in arbitration • Assistant Chief remains vacant 	<ul style="list-style-type: none"> • Truck 6, Radon OOS (Procurements pending) • Budget Request for Engine 6, BC SUV, Service Truck approved • Helicopter hangar project notice to proceed issued • Resiliency Center Equipment in procurement (State Grant) • Exhaust Emissions filtration system project completed
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ADMINISTRATIVE BUREAU

FIRE DEPARTMENT FINANCIAL STATEMENT

Description	Budget	YTD Expenses	Expended	FY 20-21	Variance
Payroll Admin	\$ 2,407,025.00	\$ 1,583,391.65	66%	\$ 1,709,857.96	-7.40%
Payroll Fire Ops	\$ 22,643,225.00	\$ 13,764,861.07	61%	\$ 14,746,554.00	-6.66%
Payroll Prevention	\$ 924,290.00	\$ 537,268.66	58%	\$ 556,640.79	-3.48%
Payroll Training	\$ 1,139,472.00	\$ 450,266.22	40%	\$ 540,373.15	-16.67%
Payroll OSB	\$ 5,615,552.00	\$ 3,745,309.92	67%	\$ 3,899,039.45	-3.94%
PAYROLL SUBTOTAL	\$ 32,729,564.00	\$ 20,081,097.52	61%	\$ 21,452,465.35	-6.39%
Operating Admin	\$ 215,882.00	\$ 111,778.14	52%	\$ 239,204.77	-53.27%
Operating Fire Ops	\$ 2,554,754.00	\$ 1,598,748.64	63%	\$ 1,586,655.94	0.76%
Operating Prevention	\$ 29,645.00	\$ 7,059.63	24%	\$ 13,570.58	-47.98%
Operating Training	\$ 188,869.00	\$ 78,288.01	41%	\$ 71,620.52	9.31%
Operating OSB	\$ 271,574.00	\$ 141,585.34	52%	\$ 173,704.23	-18.49%
OPERATING SUBTOTAL	\$ 3,260,724.00	\$ 1,937,459.76	59%	\$ 2,084,756.04	-7.07%
GRAND TOTAL	\$ 35,990,288.00	\$ 22,018,557.28	61%	\$ 23,537,221.39	-6.45%

OVERTIME REPORT

OVERTIME TYPE	Monthly Cost	YTD Cost	FY20-21 YTD Cost	Cost % Variance
Regular	\$ 102,385.19	\$ 864,038.32	\$ 826,240.70	4.57%
Rank for Rank	\$ 86,691.18	\$ 672,570.28	\$ 666,050.03	0.98%
Scheduled	\$ 22,954.64	\$ 185,363.62	\$ 195,201.71	-5.04%
Training	\$ 11,826.83	\$ 77,014.92	\$ 105,605.59	-27.07%
TOTAL	\$ 223,857.84	\$ 1,798,987.14	\$ 1,793,098.03	0.33%

STAFFING

Description	Vacancies	Total Authorized	NOTES
Administration	1	13	Asst Chief
Operations	3	132	3 FFT (12 FFT in Training)
Prevention	1	5	Fire Inspector II
Training	0	3	
Ocean Safety FT	1	54	OSO II
Ocean Safety ST	0	6	
TOTAL	10	213	

FACILITIES

Description	Exceptions
Fire Stations	Floors at 5,7; Generator at S2, App Door frame at S2
Administration	
Training	
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
Trucks	Truck 6 OOS, Truck 8, Truck 7, Reserve Truck 1
Watercraft	Radon – OOS
Staff	BC Vehicle, Mechanic vehicle at EOSL – Budget Request approved

FIRE OPERATIONS BUREAU

FIRE OPERATIONS CALLS FOR SERVICE

Description	2022 March	2021 March	Variance	Current YTD Total	FY 20-21 YTD Total	Variance
Brush Fire	25	10	150.00%	70	36	94.44%
Crop Fire	2	3	-33.33%	3	3	0.00%
EMS	399	361	10.53%	1,152	1,009	14.17%
Extrication Rescue	2	0	100.00%	5	3	66.67%
False Call	10	19	-47.37%	29	48	-39.58%
Good Intent	58	62	-6.45%	199	143	39.16%
Hazardous Condition	0	2	-100.00%	15	6	150.00%
Rescue/EMS Standby	2	0	100.00%	10	2	400.00%
Ruptures/Explosion	0	0	0.00%	0	0	0.00%
Search for Lost Person	14	2	600.00%	27	5	440.00%
Service Call	42	48	-12.50%	135	136	-0.74%
Severe Weather	0	5	-100.00%	0	8	-100.00%
Structure Fire	9	1	800.00%	24	13	84.62%
Vehicle Fire	6	4	50.00%	15	7	114.29%
Water Rescue	1	4	-75.00%	6	6	0.00%
TOTAL	570	521	9.40%	1,690	1,425	18.60%

OPERATIONS HIGHLIGHTS

Fires:

- Incident #1406: Response for residential fire on Akemama Rd in Lāwaʻi. No injuries reported.
- Incident #1775: Response for residential structure fire on ʻAnini Rd. Crews controlled and extinguished the fire containing it to the building of origin. No injuries reported.

Rescues:

- Incident #1213: Missing swimmer at Lumahaʻi Beach. Coordinated multi-agency search effort, not located.
- Incident #1261: Missing swimmer at Rock Quarry. Coordinated multi-agency search effort, not located.
- Incident #1344: Missing swimmer at Keālia, man missing from Mahelona Hospital. Coordinated multi-agency search effort. Patient located and rescued.
- Incident #1436: Response for missing man on a jet ski out of Port Allen. Coordinated multi-agency search effort, missing man was not located.
- Incident #1512: Response for injured hiker at Waipoo Falls. Airlifted male with lower leg injury.

Other:

- Incident #1392: Response for vehicle accident with car overturned in the stream on Kamalu Rd.
- Incident #1516: Response for aircraft accident below Kalalau Lookout. Wreckage located, no survivors.

FIRE PREVENTION BUREAU

PREVENTION BUREAU STATISTICS						
Description	Month Total	FY21-22 Month	% Variance	Current YTD	FY20-21	% Variance
					YTD	
Fire Investigation	4	1	300%	17	18	-6%
ADU Permit Applications	3	2	50%	32	46	-30%
Bldg Permit Plan Review	138	83	66%	786	523	50%
Planning Dept Review	3	5	-40%	68	28	143%
Cert. of Occupancy Inspection	47	3	1467%	259	46	463%
Business Occupancy Inspection	25	6	317%	100	47	113%
Witness Acceptance Tests	9	2	350%	65	25	160%
Fire Extinguisher Training	0	2	-100%	6	5	20%
Fire Safety Presentation	3	1	200%	6	3	100%
Telephone/Email Inquiries	348	52	569%	2761	836	230%
Complaint Investigations	0	1	-100%	6	5	20%
Sparky Presentation	0	0	#DIV/0!	1	6	-83%
Fireworks Displays & Inspections	0	0	#DIV/0!	21	33	-36%
TOTAL	580	158	267%	4128	1621	155%

To increase FPB efficiency staff evaluated and improved processes for:

- Inspection violation coordination with Planning and Building Division
- Enforcement of violations
- Automation of Certified Mail issuance

To enhance skills and knowledge Inspectors to courses on:

- Incident Command Training
- Residential Water Supply
- Modern sprinkler design and installation techniques

Items of interest under development:

- Media Team – Commercial Kitchen Inspection Tips
- Media Team – Residential Plan Review....Updated water requirements
- Online payment system with web search by permit number

Key Meetings:

- DHHL Commission approved control of Anahola Coastline to Captain Makepa non-profit Aina Alliance. Security and fire control measures to be continued
- Continue: IT/NIC Hawai'i for automation of permit invoicing
- Continue: IT for Land Management records integration
- Joint violations meetings with Planning and Buildings
- Finance for County online payment deposit structuring

FIRE TRAINING BUREAU

2022 TRAINING PLAN Q1

Keystone Objective	<ul style="list-style-type: none"> Offensive Fire Attack
Task Standards	2022 Q1 <ul style="list-style-type: none"> Tank water to hydrant attack Hose Deployments SCBA and PPE Donning
Sets and Reps	<ul style="list-style-type: none"> Defensive Fire Attack
Opportunity/Additional Plan	<ul style="list-style-type: none"> Heavy Duty Strut Training
EMS Training	<ul style="list-style-type: none"> Vector Solutions NREMT Renewal, CPR feedback manikin

- **Recruit Training: Alpha and Bravo**
- **Task Performances 1 – 4**
- **NREMT Annual Refresher**
- **Heavy Duty Strut Training, Grant funded**
- **Keystone Evolution: Offensive Fire Attack**

TRAINING STATISTICS

Description	March Hours	Current Year-to-Date Total
Task Performances	27	169
Sets and Reps	26	94.5
Keystone	55	212
Opportunity/Additional Plan	204	578
Plan Hours	357	1056
Additional Hours	445	1340
TOTAL	802	2396

YTD Extra Plan Hours: These include Tasks Performances and keystones from previous quarters.

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

Total Plan Hours: Includes crews executing Task Performances that are part of the 2022 Training Plan but not assigned in Q1.

OCEAN SAFETY BUREAU

OCEAN SAFETY BUREAU						
TOWERS						
Description	March Total	FY 20-21 Month Total	% Variance	Current YTD Total	FY 20-21 YTD TOTAL	% Variance
Rescue	5	13	-62%	111	77	44%
Assist	0	0	0%	0	0	0%
Preventive Actions	4,697	1,957	140%	58,508	19,615	198%
1 st Aid	161	92	75%	1,802	754	139%
Public Contact	8,123	5,244	55%	124,065	54,516	128%
Beach Attendance	63,692	44,508	43%	773,130	483,785	60%
ROVING PATROL						
Rescue	1	3	-100%	32	8	300%
Jet Ski Rescue	0	3	-100%	32	8	300%
Assist	0	0	0%	0	0	0%
Preventive Actions	7,487	166	4410%	15,431	4,770	224%
1 st Aid	166	4	4050%	410	120	242%
Public Contact	10,455	704	1385%	25,061	19,745	27%
Beach Attendance	30,533	8,064	279%	153,527	99,622	54%
DROWNING						
Statistics	3	0	0%	7	4	0.75%
TRAINING / COMMUNITY SERVICE						
ITEM	Month Hours	FY 20-21 Month Hours	% Variance	Current YTD Total Hours	FY 20-21 YTD Total Hours	% Variance
Training	48	0	0%	392	436	-10%
Community Service	32	0	0%	70.5	16	341%
Jr. Lifeguard	4	0	0%	292	0	0%

Ocean Safety Bureau:

- Search and Rescue at Lumaha'i Beach
- Search and Rescue at Rock Quarry
- Search and Rescue at Port Allen
- OSO1 Open Recruitments
- Ocean Safety Presentation at the Kaua'i Resort
- Ocean Safety Day with Anahola School at Lydgate
- Rescue Craft Cross Training with PMRF Fire
- OSB / KLA assist with Food Drive on Westside
- Shark sighting at Hanalei Bay

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. • Rules and Regulations draft complete, out for external review. • Next steps: <ul style="list-style-type: none"> ○ Draft to HR for review and feedback by April 15. ○ Draft to Supervisors for review and feedback by April 30 ○ 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 2021 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.</p>