



FIRE COMMISSION

GARY PACHECO, CHAIR
TREVOR FORD, VICE CHAIR

LORI ALMARZA, COMMISSIONER
JEN CHAHANOVICH, COMMISSIONER
ALFREDO GARCES JR., COMMISSIONER
JEFF MURRAY, COMMISSIONER
RODNEY YAMA, COMMISSIONER

Meetings of the Fire Commission will be conducted as follows until further notice:

- 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 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) whether you are a registered lobbyist and, if so, on whose behalf you are appearing, and 3) the agenda item that you are providing comment on, may be submitted to loyama@kauai.gov or mailed to the Fire Commission, c/o Office of Boards and Commission, 4444 Rice Street, Suite 300, Lihue, Hawaii 96766.
 - Written testimony received by the Fire Commission at least 48 hours prior to the meeting will be distributed to all Fire Commissioners prior to the meeting.
 - 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 loyama@kauai.gov or calling (808)241-4918. Any request to register may include your 1) name, and if applicable, your position/title and organization you are representing, and 2) Whether you are a registered lobbyist and, if so, on whose behalf you are appearing, and 3) the agenda item you are providing comment on.
 - Per the Fire Commission Oral Testimony Policy, 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 ADAVIS@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 March 18, 2025

2:00 p.m. or shortly thereafter

Lihu'e Civic Center, Moikeha Building Meeting Room 2A-2B

4444 Rice Street, Lihu'e, Kaua'i, Hawai'i

MEETING CALLED TO ORDER

ROLL CALL TO ASCERTAIN QUORUM

APPROVAL OF AGENDA

CHAIR'S ANNOUNCEMENT

- Next Regular Monthly Meeting: 2:00 p.m., Tuesday, April 15, 2025, at the Lihu'e Civic Center, Moikeha Building Meeting Room 2A-2B
4444 Rice Street, Lihu'e, Kaua'i, Hawai'i

PUBLIC TESTIMONY ON ANY AGENDA ITEMS

Oral testimony will be taken at any time during the meeting.

APPROVAL OF MINUTES

February 18, 2025, Open Session Meeting Minutes

FIRST RESPONDER RECOGNITION

CHIEF'S MONTHLY FEBRUARY BUREAU REPORTS AND PERTINENT UPDATES

- a) Update on Kaua'i Fire and Ocean Safety, including updates on Partnerships, Resources Highlights, and Wildfire/Council
- 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, including monthly statistics
- f) Ocean Safety Bureau Update, including monthly statistics and bureau highlights
- g) Update on Fire Chief Gibson's progress regarding the Goals and Objectives for FY 2024-2025

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

COUNTY OF KAUA'I
 Minutes of Meeting
 OPEN SESSION

Board/Commission:	Kaua'i Fire Commission	Meeting Date:	February 18, 2025	
Location	Lihu'e Civic Center, Moikeha Building Meeting Room 2A-2B 4444 Rice Street, Lihu'e, Kaua'i, Hawai'i	Start of Meeting:	2:00 p.m.	End of Meeting: 2:32 p.m.
Present	Chair Gary Pacheco, Vice Chair Trevor Ford; Commissioners: Lori Almarza, Jen Chahanovich, Alfredo Garces Jr., Rodney Yama Also present: Boards & Commissions Office Staff: Support Clerk Lisa Oyama; Administrator Ellen Ching; Office of the County Attorney: Deputy County Attorney Jenna Tatsey			
Excused	Commissioner Jeff Murray			
Absent				



SUBJECT	DISCUSSION	ACTION
Meeting Called to Order/Roll Call to ascertain quorum	Chair Yama called the Fire Commission February 18, 2025, meeting to order at 2:00 p.m. A roll call ensued that quorum was established, six (6) Commissioners were present to conduct business.	Quorum was established with six (6) Commissioners present.
Approval of Agenda	Chair Pacheco called for a motion to approve the agenda as circulated.	Commissioner Chahanovich moved to approve the February 18, 2025, agenda. Vice Chair Ford seconded the motion. Motion carried 6:0.
Chair's Announcements	Next Regular Monthly Meeting will be 2:00 p.m., Tuesday, April 15, 2025, at the: Lihu'e Civic Center, Moikeha Building Meeting Room 2A-2B 4444 Rice Street, Lihu'e, Kaua'i, Hawai'i 96766	
Public Testimony	Chair Pacheco called for public testimony. No public testimony was received. Ms. Ching stated for the record that there is no public testimony.	
Approval of Minutes	Chair Pacheco called for a motion to amend or approve the minutes of the January 14, 2025, meeting.	Vice Chair Ford moved to approve the January 14, 2025, meeting minutes as circulated. Commissioner Yama seconded the motion.

KFC Open Session Minutes
 Of February 18, 2025, Meeting

SUBJECT	DISCUSSION	ACTION
		Hearing no objections, the minutes were approved. 6:0.
<p>First Responder Recognition</p>	<p>Deputy Fire Chief Roger Mills gave a brief statement about a life saving incident at the Kapa’ a Longs Drug Store on December 20, 2024.</p> <p style="text-align: center;"><u>Community</u> Megan Gayagas</p> <p style="text-align: center;"><u>KPD Dispatcher</u> Ashley Rapozo</p> <p style="text-align: center;"><u>AMR/Medic 25</u> Paramedic Jonathan Kusano Paramedic Keavy Brennan EMT Andrew Yasay EMT Giorgio Dieguez</p> <p style="text-align: center;"><u>Engine 3</u> Fire Captain Kilipaki Vaughn Firefighter Jonathan Martin Firefighter Alden Lind</p> <p style="text-align: center;"><u>Off-Duty Firefighter</u> Firefighter Cy O’Brien</p> <p>Mayor Kawakami expressed his gratitude to all those involved in this life saving rescue.</p> <p>Melissa Gregory (person who needed aid) gave her heartfelt gratitude to everyone involved in the rescue.</p>	

KFC Open Session Minutes
 Of February 18, 2025, Meeting

SUBJECT	DISCUSSION	ACTION
	<p>Deputy Fire Chief Roger Mills thanked the families of the rescuers for creating the people that they are today.</p> <p>Chair Pacheco stated that we are all one family from different walks of life, we're from the community. We care about and love one another, that's what we do on Kaua'i. He thanked everyone for a job well done.</p> <p>Commissioner Chahanovich expressed how wonderful it was to have Melissa present at the meeting. She thanked everyone for all that they do.</p> <p>Vice Chair Ford thanked Megan for what she did, and he thanked everyone for working hard and for that they do.</p> <p>Commissioner Garces said that it's wonderful to hear what this community has done for each other and helping when needed. He thanked everyone for all that they do.</p> <p>Commissioner Almarza said that she is so proud to be from Kaua'i and thanked everyone for all they do for all of us.</p> <p>Commissioner Yama said that the community member and responders went above and beyond to aid Ms. Gregory.</p>	
<p>Chief's Monthly Bureau Reports and Updates for JANUARY 2025</p>	<ul style="list-style-type: none"> a) Update on Kaua'i Fire and Ocean Safety, including updates on Partnerships, Resources Highlights, and Wildfire/Council 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, including monthly statistics f) Ocean Safety Bureau Update, including monthly statistics and bureau highlights 	

KFC Open Session Minutes
 Of February 18, 2025, Meeting

SUBJECT	DISCUSSION	ACTION
	<p>g) Update on Fire Chief Gibson’s progress regarding the Goals and Objectives for FY 2024-2025</p> <p><u>Fire and Ocean Safety</u> Employee of the Year, two Firefighters, Abe Moore, who is also the Hazmat Administrator, and Firefighter III, Alan Satta, an operator at the Lihu'e Fire Station, were awarded because of all the extra work they put it to the Department and the community. Kesava Davis from Ocean Safety was also chosen as Employee of the Year.</p> <p><u>Partnerships</u> Chief Gibson is on O'ahu with State Fire Commission, going through the selection process for the new Fire Marshall for the state.</p> <p><u>Resource Updates</u> Battalion Chiefs vehicle has arrived, is currently being outfitted with the graphics on the outside and radios.</p> <p><u>Administrative Bureau</u> 2 vacancies in office, one is for an accountant, the other is for a secretary, looking to reclassify the position to administrative clerk or trainee. Ocean Safety has one full-time position open.</p>	<p>Vice Chair Ford moved to receive the Chief’s Monthly Reports. Commissioner Almarza seconded the motion. Hearing no objections, motion passes. 6:0.</p>
<p>Adjournment</p>	<p>Chair Pacheco called for a motion to adjourn the meeting.</p>	<p>Commissioner Chahanovich moved to adjourn. Vice Chair Ford seconded the motion. Hearing no objections, the meeting was adjourned at 2:32 p.m. 6:0.</p>



**KAUA'I FIRE DEPARTMENT
COUNTY OF KAUAI**

Kahea Mauiola Continuum of Care

**PLEASE JOIN US IN HONORING OUR
FIRST RESPONDERS
FOR A LIFE-SAVING RESCUE
ON DECEMBER 26, 2024**

Ocean Safety

**OSO II Kesava Davis
OSO II Mattaniah Milbrand**

KFD

**Fire Captain Chauncey Pa
Fire Fighter III Edward Pananganan
Fire Fighter I Ryan Allen
Fire Fighter I Matthew Mauricio**

**Recognition & Commendation – Fire Commission Meeting
Moikeha Building, Līhu'e Civic Center, Meeting Room 2 – A/B
Līhu'e, Hawai'i 96766
Tuesday, March 18, 2025
2:00 p.m.**

**No RSVP Necessary
For additional information
Call or email Soncy Tamashiro @ (808) 241-4975 or stamashiro@kauai.gov**

If you need an ASL Interpreter, materials in an alternate format, or other auxiliary aid support,
please contact Soncy Tamashiro (808) 241-4975 or stamashiro@kauai.gov
at least seven (7) calendar days prior to the event.



FIRE CHIEF REPORT to the FIRE COMMISSION



Reporting Month: February 2025

Submitted by
Office of the Fire Chief



KAUAI FIRE AND OCEAN SAFETY

VISION KAUA'I 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 KAUA'I COUNTY FROM ALL HAZARDS AND EMERGENCIES

STRATEGIC PRIORITIES: SERVICE DELIVERY

PROFESSIONAL STANDARDS

TRAINING/CAREER DEVELOPMENT

Fire and Ocean Safety	Partnerships	Resource Updates
<ul style="list-style-type: none"> • Fire Chief Annual Station Visits Update • FY 26 Budget – Mayor’s Approved / Update • KFD Promotions / Retirement • Okinawa Lifesaving Association • Leadership Orientation 2/26 – FC, FF3 • PEER Support Team Meeting 2/28 	<ul style="list-style-type: none"> • KEMA / HI-EMA – Hazard Mitigation Grant • Kauai Community Alliance 2/13 • Standard of Cover / Community Risk Assessment / Risk Reduction • HFFA / Training Collaboration • 44 Blue Media / TV Series 	<ul style="list-style-type: none"> • Pending Delivery: Highwater Vehicle, <ul style="list-style-type: none"> • (2) Fire Engines, 2nd Water Tender, • (3) Brush Trucks • IFB: 3rd Water Tender, (3) Type V Brush Trucks, Rescue Vehicle • 2 Lifeguard Towers • FY 26 Requests / AED’s
Wildfire / Weather		Council
<ul style="list-style-type: none"> • Western Region – Wildland Fire Leadership Council Meeting 2/19 • Wildfire Summit – Big Island 2/27, 28 • KFD Wildfire Workgroup Update • WUI / IAFC Conference Kansas City, March 26-29 2025 		<ul style="list-style-type: none"> • Grant Acceptance – CWPP – 2/26 • State Fire Council Meeting 2/3, 2/18, 2/25 • State Fire Marshal • Bills at Legislature

ADMINISTRATIVE BUREAU

FIRE DEPARTMENT FINANCIAL STATEMENT for FEBRUARY 2025

Description	Budget	YTD Expenses	Expended	FY23-24	Variance
Payroll Admin	\$ 2,577,396.00	\$ 1,512,347.86	59%	\$ 1,460,514.15	3.55%
Payroll Fire Ops	\$ 25,761,673.00	\$ 14,224,111.95	55%	\$ 13,484,220.80	5.49%
Payroll Prevention	\$ 1,091,197.00	\$ 433,257.08	40%	\$ 461,063.13	-6.03%
Payroll Training	\$ 1,186,254.00	\$ 675,116.50	57%	\$ 554,439.62	21.77%
Payroll OSB	\$ 7,405,965.00	\$ 4,318,103.01	58%	\$ 3,560,768.59	21.27%
PAYROLLSUBTOTAL	\$ 38,022,485.00	\$ 21,162,936.40	56%	\$ 19,521,006.29	8.41%
Operating Admin	\$ 373,740.00	\$ 77,153.66	21%	\$ 230,150.16	-66.48%
Operating Fire Ops	\$ 5,920,357.00	\$ 4,115,484.02	70%	\$ 2,206,821.85	86.49%
Operating Prevention	\$ 63,663.00	\$ 6,917.95	11%	\$ 8,772.28	-21.14%
Operating Training	\$ 263,527.00	\$ 111,097.93	42%	\$ 111,097.93	0.00%
Operating OSB	\$ 696,937.00	\$ 439,994.36	63%	\$ 133,784.25	228.88%
OPERATING SUBTOTAL	\$ 7,318,224.00	\$ 4,750,647.92	65%	\$ 2,690,626.47	76.56%
GRANDTOTAL	\$ 45,340,709.00	\$ 25,913,584.32	57%	\$ 22,211,632.76	16.67%

OVERTIMEREPORT

OVERTIMETYPE	Monthly Cost	YTD Cost	FY23-24 YTD Cost	Cost % Variance
Regular	\$ 210,924.56	\$ 1,199,401.42	\$ 912,960.94	31.37%
Rank for Rank	\$ 70,323.27	\$ 604,244.45	\$ 581,360.45	3.94%
Scheduled	\$ 25,934.35	\$ 187,180.32	\$ 182,409.77	2.62%
Training	\$ 55,825.00	\$ 206,641.65	\$ 162,227.85	27.38%
TOTAL	\$ 363,007.18	\$ 2,197,467.84	\$ 1,838,959.01	19.50%

STAFFING

Description	Vacancies	Total Authorized	Notes
Administration	2	13	Accountant III, Secretary
Operations	0	132	
Prevention	0	4	
Training	0	3	
Ocean Safety FT	0	67	
Ocean Safety ST	2	6	Open Recruitment
TOTAL	4	225	

FACILITIES

Description	Exceptions
Fire Stations	St.7 Asphalt / Kapa'a Rebuild
Administration	Need new floor covering
Training	Class A Burn Containers
Air Operations	Architect is design/plans/permitting 12/25 Comp.
Towers	2 Towers on Order
Utility	Fire Mechanics/ Repair Facility Needed

FLEET UPDATE

Description	Notes
Engines	All Mission Capable + 2 Reserve Engines (down 1)
Trucks	All Mission Capable + 2 Reserve Trucks (down 1)
Watercraft	All Mission Capable
Admin/Staff	All Mission Capable

FIRE OPERATIONS CALLS FOR SERVICE

Description	2025 Feb	2024 Feb	Variance	2025 YTD Total	2024 YTD Total	Variance
Brush Fire	25	37	-32.43%	72	54	33.33%
Crop Fire	1	1	0.00%	1	1	0.00%
Electrical Rescue	0	0	0.00%	0	0	0.00%
EMS	442	409	8.07%	871	845	3.08%
Extrication Rescue	3	3	0.00%	3	8	-62.50%
False Call	9	17	-47.06%	29	31	-6.45%
Good Intent	102	69	47.83%	212	174	21.84%
Hazardous Condition	6	4	50.00%	13	11	18.18%
Other	0	0	0.00%	0	0	0.00%
Rescue/EMS Standby	5	3	66.67%	8	5	60.00%
Ruptures/Explosion	0	1	-100.00%	0	2	-100.00%
Search for Lost Person	7	7	0.00%	11	13	-15.38%
Service Call	20	45	-55.56%	64	99	-35.35%
Severe Weather	0	1	-100.00%	0	1	-100.00%
Structure Fire	4	8	-50.00%	14	17	-17.65%
Type Not Specified	3	2	50.00%	6	4	50.00%
Vehicle Fire	6	7	-14.29%	18	17	5.88%
Water Rescue	1	2	-50.00%	4	4	0.00%
Totals	634	615	3.09%	1326	1286	3.11%

OPERATIONS HIGHLIGHTS

Fires:

Rescues–Trails:

- #815: Sleeping Giant trail – E2/T2, R3, Air1 – 78 y/o male visitor (bystander CPR initiated) airlifted to house lots park and awaiting medics.
- #981: Hoopii falls – E8/T8, M23 – 62 y/o male visitor (knee injury) wheeled out of trail by fire personnel.
- #1234: Kalalau LZ – E1/T1, R3, Air1 – 57 y/o male visitor (heat exhaustion) airlifted to Princeville airport and awaiting medics.
- #1253: Kalalau LZ – E7/T7, R3, Air1 – Family of 4 visitors (neck injury/anxiety) airlifted to Waimea Park and awaiting medics.
- #1316: Kalalau beach – E1.T1, R3, Air1 – 47 y/o male visitor (fractured ankle) airlifted to Princeville airport and awaiting medics.

Rescues– Water

FIRE PREVENTION BUREAU

PREVENTION BUREAU STATISTICS

Description	Month Total	FY24 Month	% Variance	Current YTD	FY24 YTD	% Variance
Fire Investigation	0.1	0.1	0%	11	12	-8%
ADU Permit Applications	7	4	75%	22	64	-66%
Building Permit Plan Review	207	100	107%	1357	722	88%
Planning Dept Review	11	6	83%	123	81	52%
Certificate of Occupancy Inspection	0	5	-100%	238	369	-36%
Business Occupancy Inspection	16	8	100%	119	149	-20%
Witness Acceptance Tests	5	7	-29%	17	28	-39%
Fire Extinguisher Training	3	0.1	2900%	35	153	-77%
Fire Safety Presentation	10	11	-9%	108	55	96%
Telephone/Email Inquiries	620	194	220%	4774	3155	51%
Complaint Investigations	3	1	200%	15	82	-82%
Sparky Presentation	0.1	0.1	0%	12	13	-8%
Fireworks Displays & Inspections	0.1	0.1	0%	15	21	-29%
TOTAL	882.3	336.4	162%	4902	4128	19%

Accomplishments:

- Inspections: Brennecke's, Pacos Tacos – Po'ipū, Kalāheo Food Truck, Waipouli Road Brush, Kanikoo Fire Alarm, Sheraton Coconut Beach Vegetation
- School Inspections: Kula Aupuni Ni'ihau a Kahelelani Aloha
- Extinguisher Training: Kaua'i Coffee, Glover Company
- DOE: Makahiki Games First Aid Booth
- School Career Day: Kōloa School, Waiema High School County Tour
- Social Media Filming: Ropes Training
- Instruction Recruits Class 34 3-days IFSTA Chapters
- KFD Leadership Orientation – KFD Prevention
- COK Parks & Recreation Senior Valentine's Dance

Classes/Training:

- Kinoshita: Terra Training for Hawai'i State Fire Code Amendments
- Minei: Educode (Las Vegas)

Key Meetings:

- Elements/Naviline: online payments for Fire Plan Review
- Big Island Wildfire Symposium: 2-day Wildfire Summit in Kona, HI

FIRE TRAINING BUREAU

2025 TRAINING PLAN

Keystone Objective	<ul style="list-style-type: none"> Trimester 1 Keystone—USLA Trimester 2 Keystone— High Angle Ropes Trimester 3 Keystone— Pump Relay Ops
Task Performances	<ul style="list-style-type: none"> Don Structure Gear Don SCBA go on air Restricted Egress with SCBA Forcible Entry Door District Familiarization
Certification Professional Development Train the Trainer	<ul style="list-style-type: none"> Hazmat Refresher Heli Egress New Officer Leadership Training
EMS Training	<ul style="list-style-type: none"> Vector Solutions In Station year around refresher

February KFD Training

- Department Hazmat Refresher
- Department EMS Refresher Make up
- Rope Rescue Technician
- Heli Egress training
- KFD Leadership training for new officers
- RC 34 Fire Ground ops
- RC 34 Ropes Class
- New AED rollout

Upcoming March KFD Training

- USLA Keystone
- All Hazards Logistics Section chief Class
- Heli Egress Pool session
- RC34 Auto Ex
- RC 34 USLA
- RC 34 IFSAC Testing March 24 & 25

Training Bureau

- Prep for Upcoming FFI&FFII IFSAC Testing
- Plan RC 34 Hazmat IFSAC Test in April

TRAINING STATISTICS

Description	February Hours	2025 YTD Total
Task Performances	228.5	309
Refresher/Recerts/Prof. Develop.	1120	2208
Individual Crew Training	392.5	1233
Recruit Class Training (3 FFTs)	608	1248
TOTAL	2349	4998

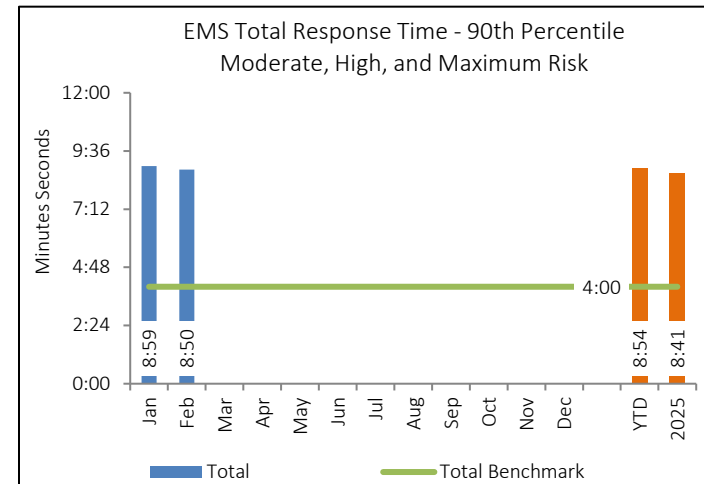
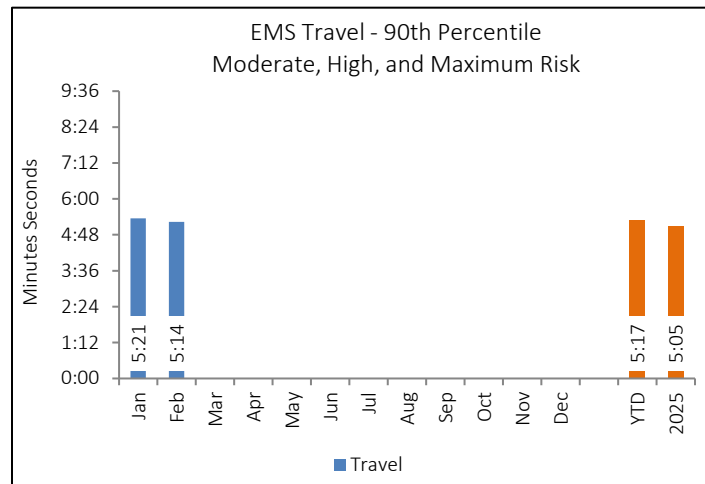
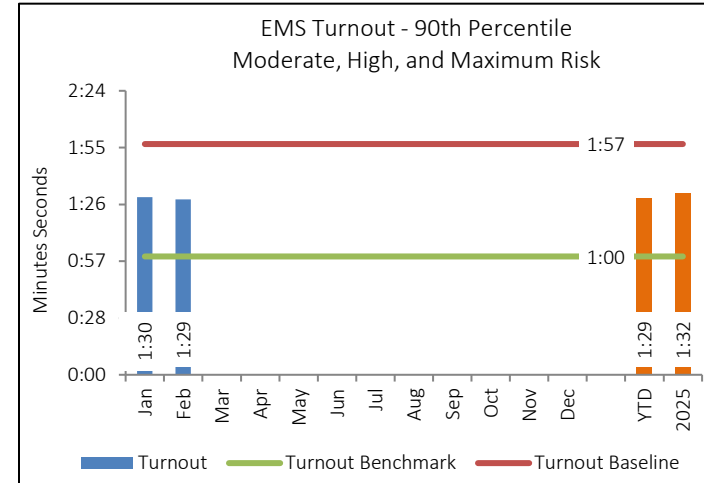
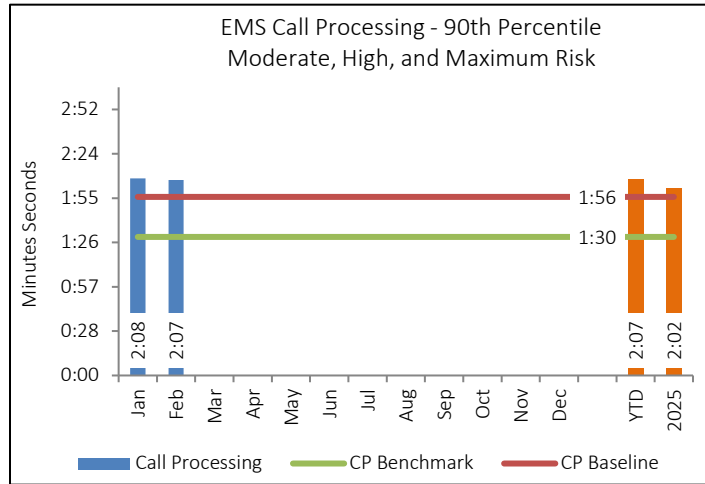
OCEAN SAFETY BUREAU

OCEAN SAFETY BUREAU						
TOWERS						
Description	Month Total	FY 23-24 Month Total	% Variance	Current Year to Date Total	FY 23-24 Yr. to Date Total	% Variance
Rescue	51	12	325%	258	248	4%
Jet Ski Rescue	18	6	200%	41	44	-7%
Preventive Actions	22,692	15,913	43%	121,542	142,051	-14%
1 st Aid	204	407	-50%	3,815	5,978	-36%
Public Contact	10,176	17,897	-43%	122,066	176,513	-31%
Beach Attendance	181,279	123,007	47%	1,352,441	1,046,248	29%
ROVING PATROL						
Rescue	28	5	460%	122	131	-7%
Jet Ski Rescue	18	2	800%	51	95	-46%
Assist	0	0	0	0	0	0
Preventive Actions	5,202	11432	-54%	25,350	68,178	-63%
1 st Aid	29	265	-89%	1902	2182	-13%
Public Contact	3,258	12999	-75%	44,611	124,914	-64%
Beach Attendance	6,370	19,830	-68%	77,635	288,964	-73%
DROWNING						
Statistics	1	0	100%	4	3	33%
TRAINING / COMMUNITY SERVICE						
Training	120	40	200%	438	226	94%
Community Service	16	10	60%	102	58	76%
Jr. Lifeguard	32	0		1283	998	29%

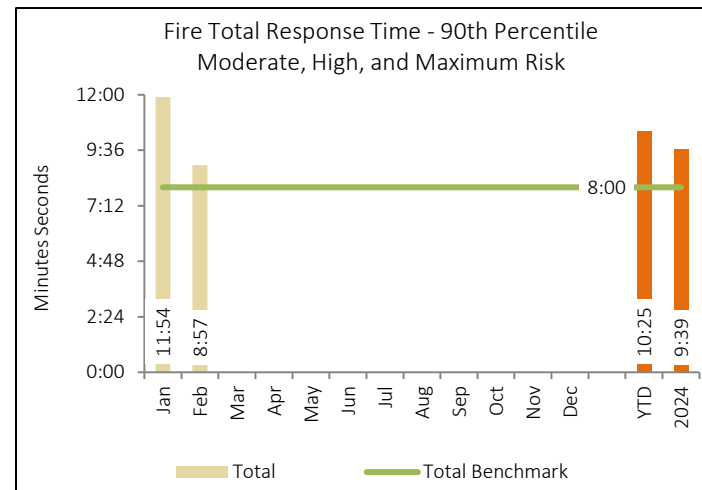
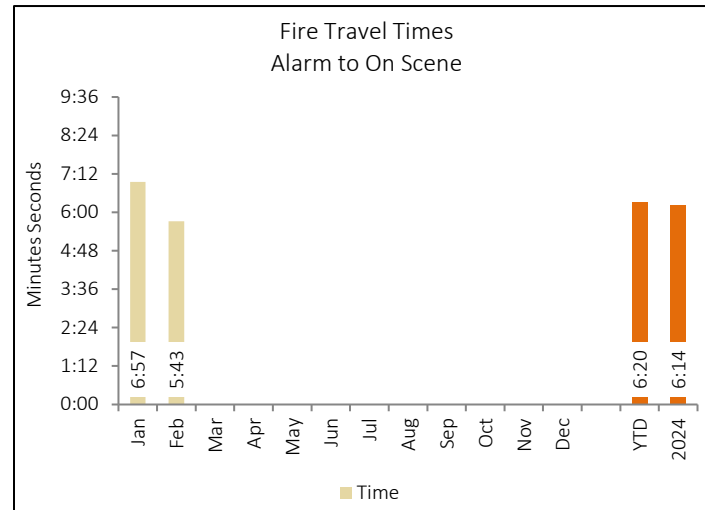
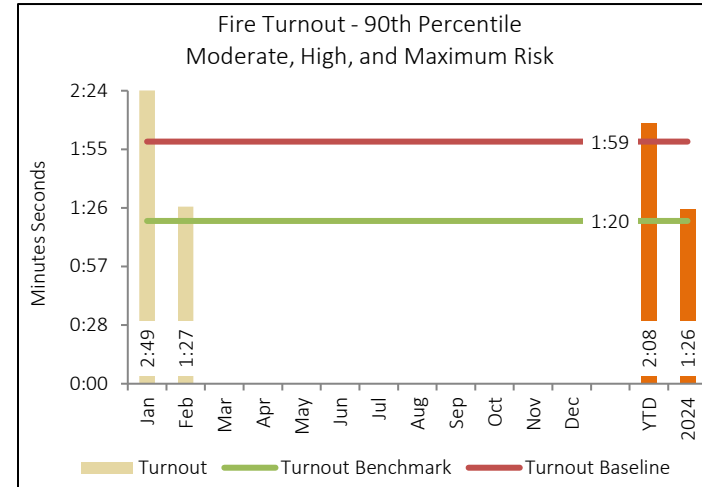
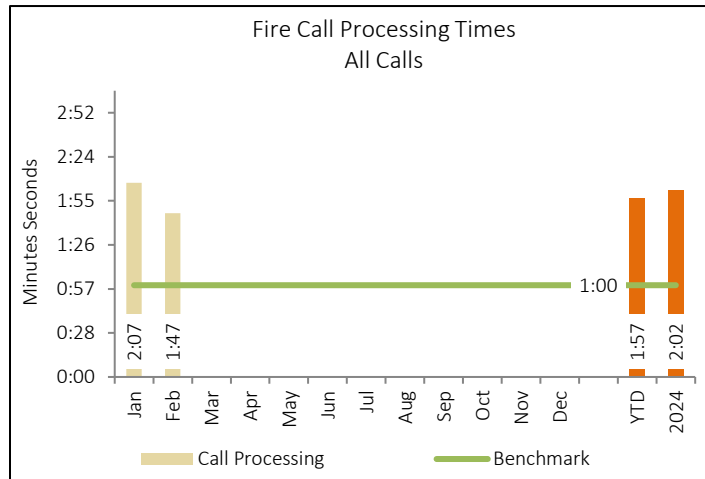
Ocean Safety Bureau:

- Jr lifeguard Internship program start date March 17, 2025
- Lifeguard exchange program with Okinawa Lifesaving Association
- Ongoing internal investigation
- Rescue Watercraft Refresher training Wailua River
- Rescue Watercraft Train the Trainer on O'ahu – Kaneohe Marine Base
- Location scout with 44 Blue Media First Responder film series
- OSO1 – start fulltime position on North District

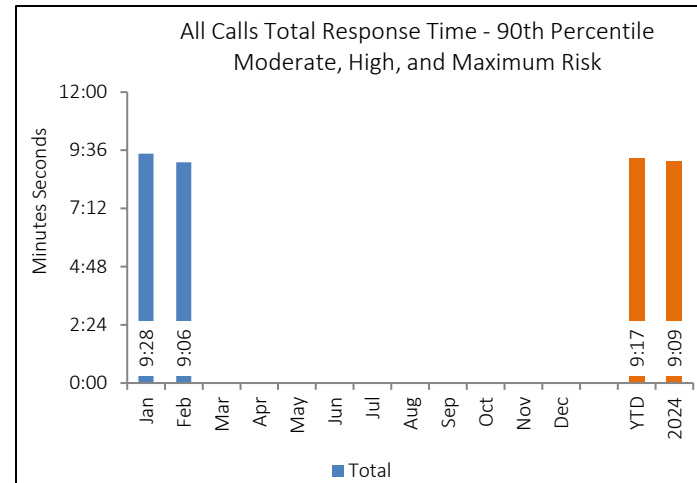
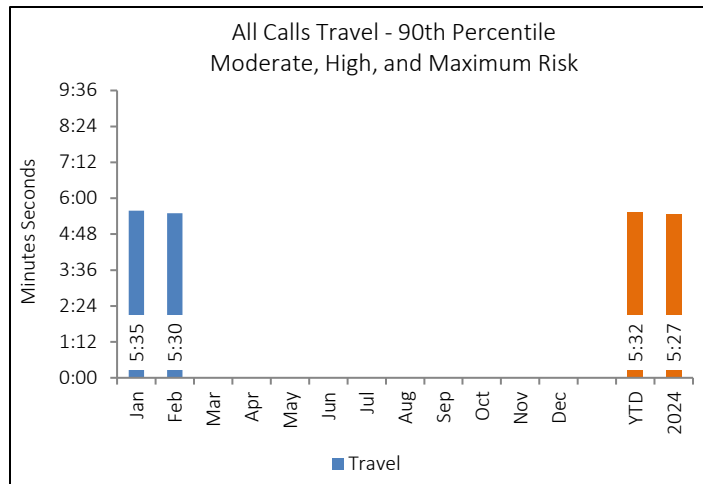
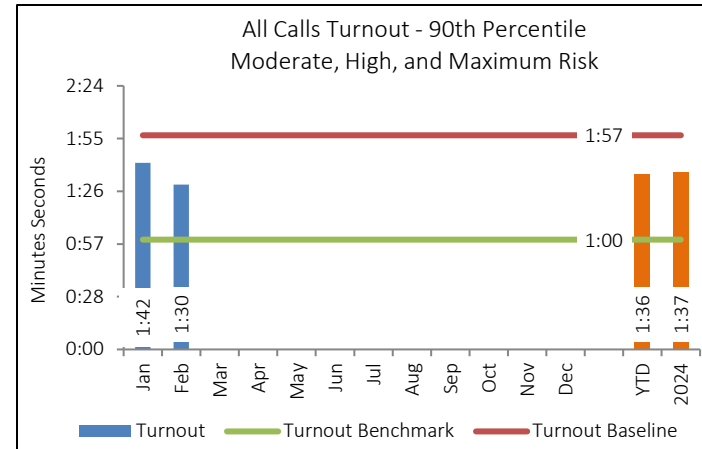
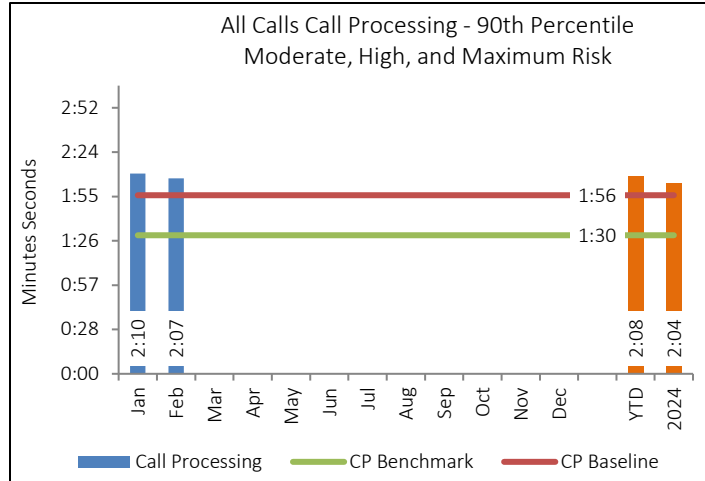
February 2025 – EMS Incidents



February 2025 – Fire Incidents



February 2025 – All Incidents



Goal#1 – Improve Fire Department Response Times (continuing)

Objectives	Success Measurements	Desired Outcome	Status
<p>Goal 1A. Reinforce/revise training and performance:</p> <ul style="list-style-type: none"> Reinforce directives and training focused on improving turnout times. <p>Goal 1B. Implement performance metrics and feedback systems to track and improve individual crew and team performance.</p> <p>Note: Continuing this goal, formerly FY 23-24, 1B)</p> <p>Goal 1C. – Provide “Total response time metrics for complete picture</p> <p>Note: Call Processing Times (CP), the time measured from when the call is answered at PSAP by the dispatcher until the selected fire crew is aware of the call.</p> <p>Goal 1D. Utilize complete “Total Response Time” to show gaps in coverage and need for “Fire Station #9”, somewhere between Hanalei & Kaiākea.</p>	<p>Measuring performance against the NFPA1710 standard; turnout time: 60 seconds for EMS, 80 seconds for fire responses.</p> <ol style="list-style-type: none"> Redistribute Turnout Times SOG (Standard Operating Guidelines) / annual revision process. (1A) Provide each station shift / crew with individualized crew performance reports so that their Battalion Chiefs can review with them. (3 shifts x 9 members = 27 reports) (1B) <p>Note: Call processing time + Turnout Time + Travel Time = Total Response Time</p> <ol style="list-style-type: none"> Identify areas that have a delayed response time and cannot meet NFPA 1710 for “effective response force”. (1B) Establish benchmark data for each fire station. <ul style="list-style-type: none"> Track and provide KFD’s Total Response Time data per district (each fire station) Implement continuous monitoring and feedback to all members. (1A-B) Work with KPD dispatch to review/assist with staff shortages and/or implementation of software that can automate the call taking/dispatch process. (1B) <ul style="list-style-type: none"> Track and report Call processing times and review monthly with KPD Dispatch 	<p>To develop a continuous improvement process to increase our effectiveness in emergency situations and increase the level of service provided to our community.</p> <p>Note: Maintaining the same outcome.</p> <p>Gain COK Leadership and Elected Officials support to consider an additional Fire Station for Community Response and Firefighter safety. (1D)</p>	<p>G1A: July 22, 23, 26 Reviewed NFPA 1710 Response time standards, KFD SOG, and KFD performance expectations and why this is important.</p> <p>G1B: July 31, Discussed expanded metrics needs with Data and Analytics (DA) project team. Will seek to acquire additional expertise our software to address.</p> <p>G1B & G1C: 9/9/24 DA Team collaborated with COK GIS to develop program utilizing ESRI to feed Fire RMS incident data to provide turnout time and total response time metrics for each of the 3 platoons at all 8 fire stations. Currently working on presentation format.</p> <p>12/23, Update - Continuing to format data presentation for each station and crew. Project manager to update following Jan 18/19.</p> <p>Next Update: April</p>

Goal #2 – Implement a continual improvement process to review, revise, and implement workplace operations: Standard Operating Guidelines (SOGs), Rules & Regulations (R&R) (continuing)

Objectives	Success Measurements	Desired Outcome	Status
<p>Goal 2A. Develop an effective review process:</p> <ul style="list-style-type: none"> Define criteria and annual timeline for SOGs/R&Rs to be reviewed or revised. Implement a mechanism for soliciting input and feedback from all stakeholders. <p>Note: Continuing this goal, formerly FY 23-24, 2D however R&R added)</p> <p>Goal 2B. Promote Collaboration & Communication:</p> <ul style="list-style-type: none"> Foster a culture of collaboration and inclusivity within the committee to encourage diverse perspectives and ensure a comprehensive review of the SOGs/R&R. Establish clear lines of communication between the committee and KFD leadership, ensuring accountability and transparency. Regularly communicate updates and changes to the SOGs/R&R to all dept. members, providing training and support as necessary. <p>Note: Continuing this goal, formerly FY 23-24, 2E however R&R added)</p>	<p>Revise KFD’s Rules & Regulations (R&R) document.</p> <ul style="list-style-type: none"> Working group recruited and orientation meeting to draft R&R review change management process. Written process plan developed includes input from all employees and all ranks to participate in change management process. Committee reviews full R&R library and assigns specific R&R to subject matter experts with review submission deadline. The committee receives revisions, makes corrections, and sends drafts to the line for feedback. All SOGs will be classified by subject matter and sent to each Subject Matter Expert (SME) for review – SME’s will have 30 days to review and provide needed edits – will send back to Admin Group Admin Group will finalize edits and will publish a final revision to Power DMS. Final corrections made to SOGs/R&R and final version published with effective date and previous document is archived. SOGs/R&R uploaded to Power DMS by January 1st (to coincide with promotional testing) KFD Admin group will obtain a Computer Science Intern to establish a new electronic library and index system. 	<p>Establish a culture of continuous improvement and ensure that our organization’s operations align with the best practices and evolving industry standards to enhance the department’s efficiency, safety, and overall effectiveness in serving our community.</p> <p>Note: Continuing this Outcome from FY 23-24</p> <p>KFD Employees will be familiar with the location of and how to quickly access Rules & Regulations and all Standard Operating Guidelines by subject or topic. One Stop Shop” Library (PowerDMS) created to access all documents:</p> <ul style="list-style-type: none"> SOG’s, Memos, Training Manuals, Power Points, Educational and Study Guides, Wellness Resources 	<p>G2A: 8/27 - Met with Admin BC to set dates for: Committee drafts with change requests due by 9/1</p> <p>a.): SOG committee meets and reviews all change requests 9/30</p> <p>b): SOG committee distributes drafts to line for feedback</p> <p>c): SOG committee reviews feedback on 12/1</p> <p>Dec Update - Utilizing Limited Duty Staffing to upload all SOG’s into PowerDMS, document management system</p> <p>Next Update: April</p>

Goal#3 – Prioritize Department Improvements			
Objectives	Success Measurements	Desired Outcome	Status
<p>Goal 3A. Obtain necessary resources (funding for software and personnel) to generate data, information, and reports for Department wide improvement.</p> <ul style="list-style-type: none"> Review Department priorities for resource development i.e. to benchmark station response time, standardize fillable report writing (Fire/EMS incident narratives), daily inspections of vehicles and equipment etc. <p>Goal 3B. Collaborate with County IT and KPD on the Future Implementation of a new Fire Records Management System / Platform *this will be a 2 to 3 year process</p> <p>Goal 3C. Assess, evaluate, and create a process to ensure the identification of the best potential future leaders:</p> <ul style="list-style-type: none"> Review selection process for Captains and Fire Fighter III for HazMat and Rescue Teams Seek input from personnel at all levels and other stakeholders (HR Goal #3 – Prioritize Department Improvements etc.) to gather feedback on the process. 	<p>3A:</p> <ol style="list-style-type: none"> Working group / IT Specialist/Support recruited orientation meeting to identify Department priorities. Committee solicits input from all personnel. Strategic plan is drafted that identifies resources and prioritizes needs. Draft is finalized. Plan is implemented. <p>3B:</p> <ol style="list-style-type: none"> Gain COK leadership support to obtain “Request for Proposal” of a new Fire Records Management System <p>3C:</p> <ol style="list-style-type: none"> Working group recruited and orientation meeting to draft selection process changes. Committee completes drafts, distributes, and solicits feedback. Draft is finalized with effective date and previous process is archived. Approval and endorsement by KFD leadership. Collaborate and seek support with bargaining unit (HFFA) and COK Human Resources Establish, publish, and distribute selection process documents to all KFD personnel 	<p>Strategic changes and investments to result in the overall improvement of the Department.</p> <p>KFD employees use cloud-based software to complete daily vehicle checks, request vehicle and station maintenance needs, and inventory requests.</p> <p>Enhanced selection process for Specialty assignments to place the most qualified person versus with the most seniority. (3B)</p>	<p>G3C: 7/31, Submitted written plan document “Specialty Team Selection” to COK Human Resources for initial review of draft document.</p> <p>NERIS Update / Fire RMS</p> <p>Goal 3C – Working group collaborated and developed a draft plan / process to select Fire Captain and Firefighter III personnel seeking to fill vacancies on Rescue 3 and Hazmat 8.</p> <p>Draft was submitted to COK Human Resources for guidance and returned to us.</p> <p>The draft has been converted to align with other KFD SOG’s and has been submitted to the HFFA Bargaining Unit leadership for their consideration and mutual agreement.</p> <p>Next Update: April</p>

Goal#4 – Review, revise, and implement plans for wildfire mitigation to increase community resilience.			
Objectives	Success Measurements	Desired Outcome	Status
<p>Goal 4A. Review the Maui County After Action Report and the Attorney General’s Report as it becomes available.</p> <p>Goal 4B. Create a strategic plan that prioritizes mitigation actions for implementation.</p> <p>Goal 4C. Seek partners, and grant writers for wildfire defense grants.</p> <p>Goal 4D. Solicit community engagement in Wildfire awareness and prevention.</p>	<p>4A/B/D:</p> <ol style="list-style-type: none"> Working group recruited and orientation meeting to review reports and draft a plan. Written plan developed. Plan circulated for input. Committee reviews input creates a final draft and circulates feedback. Plan is finalized, distributed for implementation. Seek partnerships and locate resources. Fire resistant materials and mitigation measures will be integrated into County rules and regulations (Fire Adapted Communities). <p>4D:</p> <ol style="list-style-type: none"> Community educated in Defensible spaces and home hardening. 	<p>The Department will have adequate resources to fulfill its mission during a wildfire event.</p> <p>Partnerships will be established with Hawaii Wildfire Management Organization, DLNR, Dept of Forestry, United States Fire Administration.</p> <p>Community Engagement will result in “neighborhood associations” to engage their neighbors on home fire prevention measures (Firewise Communities).</p> <p>Mission Statement: “To preserve and protect life, property, and the environment of the Kauai County from all hazards and emergencies”</p> <p>Vision Statement: “Kauai Fire Department creates a safer community by continually striving for excellence in prevention and emergency response”</p>	<p>G4C: 7/31, Meeting with KEMA Leadership for collaboration on submitting NOI for FEMA Hazard Mitigation Assistance Grant Program – FMAG – Fire Management Assistance Grant; DC Mills, ABC Pablo coordinators for this program.</p> <p>Goal 4A/B/D – Wildfire Workgroup and FY26 Budget request to implement; “Community Risk Assessment”, “Community Risk Reduction” Plan, “Standards of Cover” Document .</p> <p>Next Update: April</p>