

COUNTY OF KAUAI
Minutes of Meeting
OPEN SESSION

Board/Commission	Kaua'i Fire Commission	Meeting Date	February 4, 2019
Location	Mo'ikeha Building – Meeting Room 2A/B	Start of Meeting: 2:00 p.m.	End of Meeting: 3:13 p.m.
Present	Vice Chair: Linda Kaauwai-Iwamoto; Commissioners Alfredo Garces Jr., Alfred Levinthol, Also present: Board & Commissions Office Staff: Support Clerk Mercedes Omo; Administrator Nicholas R. Courson; Office of the County Attorney: Deputy County Attorney Peter Morimoto; Fire Department: Deputy Fire Chief Kilipaki Vaughan; Chief Secretary Soncy Tamashiro and Kathy Tanioka.		
Excused	Chair Chad Pacheco and Commissioner Michael Martinez		
Absent			



SUBJECT	DISCUSSION	ACTION
Call To Order		Vice Chair Kaauwai-Iwamoto called the meeting to order at 2:00 p.m. with five Commissioners present to conduct business.
Chair's Announcement	Next regular scheduled meeting – Monday, March 4, 2019 at the Mo'ikeha Building, Meeting Room 2A/2B. Executive Session to follow.	
Approval of Minutes	Regular Open Session Minutes of January 7, 2019.	Mr. Nizo moved to approve the Meeting Minutes of January 7, 2019 as circulated. Mr. Levinthol seconded the motion. The motion carried 5:0.
Chief's Monthly Reports as of December 30, 2018	<ol style="list-style-type: none"> 1. Fire Commission 2. Fiscal Report 3. Daily Flight Hours 4. Chief's announcements and pertinent updates <p>Deputy Fire Chief Vaughan reported that the month of December has been an extremely busy month for the Kaua'i Fire Department which is reflected in the data of his monthly reports.</p>	

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	<p><u>Operations Bureau</u> There was a total of 3116 calls for service in calendar year 2018 slightly down 3116 from last year's 3198 calls for service.</p> <p><u>Equipment & Apparatus Status</u> The Department is on a good replacement schedule with the exception of a few minor mechanical incidents involving Engine No. 3. The Department's new engine should arrive sometime in the 2019 calendar year.</p> <p><u>Training Bureau</u> December was relatively a quiet month for the Department compared to this time last year. Normally it's a period of transition in terms of setting a new training schedules and moving certain personnel to different bureaus for the new fiscal year. Next week the Department will begin its first responder training for all of the department's personnel moving into June of 2019. The next recruit training for the Department's nine new recruits is set to start on March 19, 2019.</p> <p><u>Prevention Bureau</u> Fire Investigations was down in the month December which is abnormal because of the holiday season. Fireworks displays inspections were down 17 from the previous year of 19 inspections. Due to people retiring three new fire inspectors are set to start on the job training in February 2019. To help expedite the learning process for the Department's newest promotes to fire captains and fire firefighters III's a second Boot Camp was set-up which has been proven very successful.</p> <p>Mr. Garces asked if the nine new recruits would bring the Department up to par in terms of vacancies to which Deputy Fire Chief Vaughan replied yes, with the exception of the Fire Chief position and the Fire Lieutenant position.</p>	

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	<p><u>Ocean Safety Bureau</u> There was another shark sighting at the Kekaha Beach probably due to a lifeless baby humpback whale that was found beached on the shore. The Department has started a pilot program for the use of iPad's at the various Life Guard Towers.</p> <p><u>Tower Updates</u></p> <ul style="list-style-type: none"> ▪ Kē'ē Beach tower is staffed but nothing significant activity to report. ▪ Nukumoi Beach Tower was extremely busy compared to the Po'ipū Tower <p><u>Budget Report</u> As of a December 31, 2018 the percentage of FY expenditures was at 33% with a remaining of 66.7% which includes payroll dates 12/31/2018 & 1/15/2019.</p> <p><u>Air 1 Monthly Activity Report for December 2018</u></p> <ul style="list-style-type: none"> ▪ Total airframe hours (Hobbs) - 1162.3 (Air1) ▪ Alarm Data for fire & rescue – 4 hours ▪ Rescue Data – Land Rescues 1 – Water Rescues – 0, Bodies Recovered 1. <p><u>Chief's Announcements</u></p> <ul style="list-style-type: none"> ▪ A communication will be sent to the Boards and Commissions Administrator Ellen Ching requesting an item to be placed on the Commission's next agenda to discuss recommendations from the Deputy Fire Chief on the Department's strategic plans goals for the Commission's consideration. ▪ Legislative Bills that are being tracked by the Fire Department relative to ocean safety, tort liability, adjustments and amendments to the fire code, support for Division of Forestry and Wildlife ("DOFAW") on the Westside of Kaua'i. 	

SUBJECT	DISCUSSION	ACTION
	<p>Mr. Nizo asked relative to the strategic goals that he would be recommending at the Commission’s next meeting, if the Department is working on other projects concerning the Kaua’i Fire Department particularly the proposed new fire Station in Anahola.</p> <p>Deputy Fire Chief Vaughan explained that at this point, it’s too premature resume discussions on the proposed Anahola Fire Station, although he is trying to navigate the project through the Department’s new fiscal year budget. In regard to the Department’s Strategic Goal 5.1 Update Project Information needed for Capital Improvement Projects (“CIP”). Goal 5.5.1 Establish priorities and create a rationale and timeline for development projects to be considered to include: a) Central station headquarters, training center and mechanics work; 2) Kapa’a Station; c) Kīlauea Station; and d) Hanalei Sub-station (across the bridge). Also, Goal 5.5.2 Explore public-private partnerships to develop new stations, such as Kapa’a, Kīlauea and Hanalei Sub-Stations, in a more timely manner. All of which can be discussed on a much broader scope, but as far as the proposed Anahola Fire Station his recommendation would be to hold off on the discussion until it becomes actually becomes a line item in the new fiscal year budget.</p> <p>Vice Chair Kaauwai-Iwamoto asked if plans are in the works for a new Wailua Fire Sub-station to which Deputy Fire Chief Vaughan stated that like the proposed Anahola Fire Sub-station preliminary discussions have started for a Wailua Fire sub-station.</p>	<p>Mr. Nizo moved to receive the Chief’s Monthly Reports. Mr. Levinthol seconded the motion. The motion carried 5:0.</p>
<p>Business KFC 2019-02</p>	<p>Discussion and decision-making on designating two Commissioners to attend the 2019 International Association of Fire Chiefs Rescue International Conference from August 7-10, 2019 at the Georgia World Congress Center in Atlanta, GA.</p>	<p>Mr. Nizo moved to designate Commissioners Kaauwai-Iwamoto and Levinthol to attend the 2019 International Association of Fire Chiefs Conference from August 7 to 10, 2019 at the Georgia World Congress Center in Atlanta, GA. Mr. Garces seconded the motion. The motion carried 5:0.</p>

SUBJECT	DISCUSSION	ACTION
<p>Executive Session KFC 2018-002</p>	<p>Pursuant to Hawai‘i Revised Statutes §92-4 and §92-5 (a) and (2) and (4), the purpose of this Executive Session is for the Commission to deliberate and make a decision on the hiring of a new Fire Chief and other related matters where consideration of matters affecting privacy will be involved and to consult with its attorney on questions and issues pertaining to the Commission’s powers, duties, privileges, immunities and liabilities as they may relate to this agenda item. (On-going)</p>	<p>At 2:35 p.m. Vice Chair Kaauwai-Iwamoto cited the Hawai‘i Revised Statutes the following Hawai‘i Revised Statutes to bring the meeting into Executive Session.</p>
<p>ES KFC 2019-002</p>	<p>Pursuant to Hawai‘i Revised Statutes §92-4, §92-5 (a) (4), §92-9 (a) (1-4) and (b), the purpose of this Executive Session is for the Commission to approve the Executive Session meeting minutes of January 7, 2019 and to consult with its attorney on issues pertaining to the Commission’s powers, duties, privileges, immunities, and or liabilities as they may relate to this agenda item.</p>	<p>Mr. Levinthol moved to enter into Executive Session. Mr. Nizo seconded the motion. The motion carried 5:0. At 2:40 p.m. the Commissioners entered into Executive Session.</p>
<p>Return to Open Session to ratify the actions taken in Executive Session</p>	<p>At 3:13 p.m. the Commissioners reconvened in Open Session. Mr. Morimoto called for a motion to rescind the previous motion that was made at the Commission’s January 29, 2019 meeting in Executive Session regarding the process to hire a new Fire Chief.</p>	<p>Mr. Nizo moved to rescind the motion that was made at the Commission’s January 29, 2019 meeting in Executive Session regarding the process to hire a new Fire Chief. Mr. Levinthol seconded the motion. The motion carried 5:0.</p> <p>Mr. Nizo moved to ratify the actions taken in Executive Session for the following items. Mr. Levinthol seconded the motion. The motion carried 5:0.</p> <p>ES KFC 2018-002: On-going</p> <p>ES KFC 2019-002: Motion carried 5:0 to approve the Executive Session Meeting Minutes as circulated.</p>

SUBJECT	DISCUSSION	ACTION
Adjournment	With no further business to conduct, Vice Chair Kaauwai-Iwamoto called for a motion to adjourn the meeting.	Mr. Nizo moved to adjourn the meeting. Mr. Levinthol seconded the motion. The motion carried 5:0. At 3:13 p.m. the meeting was adjourned.

Submitted by: _____
Mercedes Omo, Staff Support Clerk

Reviewed and Approved by: _____
Linda Kaauwai-Iwamoto, Vice Chair

- (x) Approved as circulated on March 4, 2019
- () Approved as amended. See minutes of _____ meeting.