

COUNTY OF KAUAI  
Minutes of Meeting  
**OPEN SESSION**

Board/Commission	<b>Kaua'i Fire Commission</b>	Meeting Date	<b>June 3, 2019</b>
Location	Mo`ikeha Building – Meeting Room 2A/B	Start of Meeting: 2:00 p.m.	End of Meeting: 3:05 p.m.
Present	<p>Chair Chad Pacheco; Vice Chair Linda Kaauwai-Iwamoto; Commissioners: Jen Chahanovich, Alfred Levinthol, Michael Martinez and Thomas Nizo. Also present: Board &amp; Commissions Office Staff: Support Clerk Mercedes Omo; Administrator Ellen Ching; Office of the County Attorney: Deputy County Attorneys: James Forest and Cameron Takamura; Mayor Derek Kawakami; Fire Department: Deputy Chief Kilipaki Vaughan; Assistant Chief Michael Scovel, Battalion Chiefs Jason Ornellas and Gary Hudson; and Ocean Safety Chief Kalani Vierra Fire Fighter I Taylor-Steik; Secretary Soncy Tamashiro and numerous fire fighters and community members.</p> <p>Honorees (some of which were not present): Tommy Hamai, Kea Dwight and Chaz Weimar. AMR/Medics 22: Nick Moore and George Mones; Ocean Safety Bureau: Lt. Chad Listman, OSO II Joshua Lindstedt; and OSO I Richard Mills; Hanalei Station 1: Fire Captain Jeffery Weiss; Fire Fighter III John Cornell; FF's I Micah Thayer, Kevin Fujimoto and Dylan James; Wilcox Health: RN's Mark Walsh, Ana Cayabyab, Anne Faraola, Junariza Yago, Sheila Frawley, Alice Joy Visitacion, Joan Kutzer, Monina Yamashita, Kris Yamauchi-Taniguchi, Courtney Pacheco, OR Tech, Jeff Clevenger, RN, ES Supervisor; Doctors Monty Downs, Cora Dong, David Rovinsky, Cristiana Bertocchi and numerous members of the community.</p>		
Excused	Commissioner Alfredo Garces Jr.		



SUBJECT	DISCUSSION	ACTION
<b>Call To Order</b>		At 2:00 p.m. Chair Pacheco called the meeting to order with six Commissioners present to conduct business.
<b>Chair's Comments/ Announcements</b>	Chair Pacheco announced the next Regular Monthly Meeting will be at 2 p.m. on Monday, July 1, 2019 at the Mo`ikeha Building, Room 2A/2B. Executive Session to follow.	
<b>Approval of Meeting Minutes</b>	<ul style="list-style-type: none"> <li>• Regular Open Session Meeting Minutes of May 6, 2019</li> <li>• Regular Executive Session Meeting Minutes May 6, 2019</li> </ul>	Vice Chair Kaauwai-Iwamoto moved to approve the Open Session Meeting Minutes of May 6, 2019. Mr. Martinez seconded the motion. The motion carried 6:0.

SUBJECT	DISCUSSION	ACTION
		<p>Ms. Chahanovich moved to approve the Executive Session Meeting Minutes of May 6, 2019. Mr. Nizo seconded the motion. The motion carried 6:0.</p>
<p><b>Recognition/ Commendation Ceremony</b></p>	<p>Deputy Chief Vaughan along with Assistant Chief Michael Scovel, Battalion Chiefs Jason Ornellas Gary Hudson and Ocean Safety Bureau Chief Kalani Vierra presented the honorees who were present with a lei and a certificate of appreciation for their role in saving the life of off-duty Fire Fighter I Spencer Taylor-Steik who was bit by a large tiger shark in February while surfing in waters off Hanalei Bay at a spot known as “the bowl”.</p> <p>Mayor Kawakami commended all of the honorees especially, community members Tommy Hamai, Kea Dwight and Chaz Weimar. The three were on a boat fishing about 100 yards away when they heard cries for help and they responded immediately and helped Fire Fighter I Taylor-Steik onto their boat, then called 911. Following ceremony, Chair Pacheco called for a 10 minute recess.</p> <p>At 2:30 p.m. Chair Pacheco called for a recess.                      At 2:40 p.m. Chair Pacheco called the meeting back to order.</p>	
<p><b>Deputy Fire Chief’s Monthly Reports as of April 30, 2019</b></p>	<ol style="list-style-type: none"> <li>1. Fire Commission Reports</li> <li>2. Strategic Initiatives and Goals</li> <li>3. Fiscal Report</li> <li>4. Daily Flight Hours and Alarm Data</li> <li>5. Chief’s announcements and other pertinent updates</li> </ol> <p>Deputy Chief Vaughan gave an overview of his monthly reports highlighting the various meetings, activities and events that occurred all throughout the month of April.</p> <p><u>Operations Bureau</u>                      There were a total of 514 calls for service of which 358 were for medical calls.</p>	

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	<p><u>Equipment &amp; Apparatus Status</u>                      Nothing significant reported except for Engine No. 4 is partial mission capable and the Department is looking at using it as a training engine.</p> <p><u>Training Bureau</u>                      The 29<sup>th</sup> Recruit attended the NREMT training and cancer preventative training initiative. Fire Line personnel attended a total of six trainings, two more notable trainings were the Helicopter Training at Station 1 and Blue Card.</p> <p><u>Prevention Bureau</u>                      The Prevention Bureau conducted 138 fire prevention reviews ranging from fire investigations, building permit reviews, certification of occupancy, business occupancy inspections, additional dwelling unit permit applications, planning department reviews, witness acceptance tests, fire safety presentations, fire extinguisher trainings and took numerous telephone inquiries.</p> <p><u>Ocean Safety Bureau</u>                      Notable mentioned were the ICS 300/400 training that was held at the Emergency Operation Center in Līhu‘e, working with the State Department of Transportation and State parks on relocating the Kē‘ē Tower for road construction, PMRF, Fire and Ocean Safety training on search and rescue simulation on the west side of island, multi-agency simulation exercise was held at Hanamā‘ulu Bay.</p> <p>Vice Chair Kaauwai-Iwamoto stated that as an avid beachgoer she was pleasantly surprised and a comfort to learn that the lifeguards stationed at the various beach parks actually take the time to announce to the beachgoers that towers will be closing at 5:00 p.m. and that there will be no lifeguards on duty.</p> <p><u>Roving Jet Ski Patrol</u>                      The County is working on a memo of understanding with the State to have the jet ski roving patrol work four (4), ten hour days across the island.</p>	

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	<p><u>Drowning Statistics</u> Ten (10) drownings were reported since the year began compared to six (6) that were reported in the entire year of 2018.</p> <p><u>Budget Report as of April 30, 2019</u> The Department expended 83.33% of its revised budget of \$32,080,261.00. Total expenses to date is \$26,018,171.97. Remaining is 16.67%</p> <ul style="list-style-type: none"> <li>• The overtime claims reflected in the reports are due to multiple calls relating to natural disasters throughout the fiscal year.</li> </ul> <p><u>Air 1 Daily Flight Hours &amp; Alarm Data</u></p> <ul style="list-style-type: none"> <li>▪ Daily Flight – 8.9 hours</li> <li>▪ Maintenance – 0.0 hours</li> <li>▪ Administrative- KFC 0.0 hours &amp; KPD 1.0 hours</li> <li>▪ Search &amp; Rescue – 3.4 hours</li> </ul> <p><u>Search &amp; Rescue</u></p> <ul style="list-style-type: none"> <li>▪ Pilot search &amp; rescue training – 2.4 hours of search</li> <li>▪ Search &amp; Rescue – 3.4 hours</li> <li>▪ Fire rescue – 2.1 hours</li> </ul> <p><u>Alarm Data</u></p> <ul style="list-style-type: none"> <li>▪ Emergency – 5 hours</li> <li>▪ Fire- 1 hour</li> </ul> <p><u>Rescue Data</u></p> <ul style="list-style-type: none"> <li>▪ Land – 2</li> <li>▪ Water – 0</li> <li>▪ Bodies recovered – 2</li> </ul>	<p>Chair Pacheco called for a motion to receive the Chief’s Monthly Reports. Mr. Levinthol moved to receive the Monthly Reports. Vice Chair Kaauwai-Iwamoto seconded. The motion carried 6:0.</p>
<p><b>Executive Session</b></p>	<p>Hawai’i Revised Statutes 92-5 (a) (4), the purpose of this Executive Session is for counsel to report back to the Commission as to what legal limitations of the Permitted Interaction Group are. Chair Pacheco called for a motion to enter into Executive Session.</p>	<p>Mr. Nizo moved to enter into Executive Session. Ms. Chahanovich seconded. The motion carried 6:0. At 2:45 p.m. the Commissioners entered into Executive Session.</p>

SUBJECT	DISCUSSION	ACTION
<b>Return to Open Session</b>	At 2:50 p.m. the Commissioners reconvened in Open Session.	
<b>Business KFC 2019-07</b>	<p><u>Presentation of the Permitted Interaction Group on recommendations relating to the selection of a new Fire Chief.</u></p> <p>Mr. Nizo reported that the PIG’s first meeting was held at 10:00 a.m. on Tuesday, May 14, 2019 at the Human Resource Department conference room with the following PIG members present: Vice Chair Kaauwai-Iwamoto and Commissioners Michael Martinez and Thomas Nizo. Also present: Acting HR Director Janine Rapozo, HR Manager Jill Niitani; Boards and Commissions Administrator Ellen Ching and Support Clerk Mercedes Omo.</p> <p>Fire Chief’s job posting announcement: PIG recommendation include the Fire Chief’s annual salary of \$127,313 up to \$137,002 effective July 1, 2019. Eliminate paragraph four in its entirety. With regard to paragraph six remove the term the “day-today” and replace it with the term “departments”.</p> <p>Post job posting 30 days from the initial date in the following venues: PIG recommendation: 1) County of Kaua‘i website; 2) International Association of Fire Chiefs (30 day posting); 3) Hawai‘i Fire Chiefs Association; 4) Daily dispatch website job openings; 5) Run the ad in an the WFCA website; 6) One time in the Star Advertiser and Mid-Week Magazine; 7) One time ad in the Garden Island on Sunday &amp; Wednesday.</p> <p>Select and determine the number of criterias’: PIG recommendation: Keep the previous criterias’; amend the Fire Chief’s job description to include draft proposed language under the heading <u>Other Desirable Qualifications</u> “In lieu of bachelor’s degree or both – years of experience as a Deputy Fire Chief, Assistant Fire Chief, Fire Captain and Battalion Chiefs will be considered.”</p>	
<b>KFC 2019-10</b>	<u>Communication dated May 7, 2019 from Mayor Derek Kawakami to Chair Chad Pacheco regarding Salary Resolution 2019-1.</u> (On file with the Office off Boards and Commissions)	Ms. Chahanovich moved to receive item KFC 2019-10. Mr. Nizo seconded the motion. The motion carried 6:0.

SUBJECT	DISCUSSION	ACTION
<b>Receipt of written testimony from Mr. Mike Gibson (On file with the Office of Boards and Commissions)</b>		Vice Chair Kaauwai-Iwamoto moved to receive the written testimony from Mr. Mike Gibson. Mr. Martinez seconded the motion. The motion carried 6:0.
<b>Executive Session KFC 2018-002</b>	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 discuss 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)	At 2:55 p.m. Administrator Ellen Ching read the Hawai‘i Revised Statutes to bring the meeting into Executive Session.
<b>ES KFC 2019-006</b>	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 Regular Executive Session Meeting Minutes of May 6, 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.	
<b>Executive Session</b>	At 2:55 p.m. the Commissioners entered into Executive Session for a second time.	
<b>Return to Open Session</b>	At 3:05 p.m. the Commission reconvened in Open Session. There were no actions taken in Executive Session.	
<b>Adjournment</b>	With no further business to conduct, Chair Pacheco called for a motion to adjourn the meeting.	Mr. Nizo moved to adjourn. Mr. Martinez seconded the motion. The motion carried 6:0. At 3 05 p.m. The meeting adjourned.

Submitted by: \_\_\_\_\_  
Mercedes Omo, Staff Support Clerk

Reviewed and Approved by: \_\_\_\_\_  
Chad Pacheco, Chair

- Approved as circulated on July 1, 2019
- Approved as amended. See minutes of \_\_\_\_\_ meeting.