



FIRE COMMISSION

JEN CHAHANOVICH, CHAIR
RODNEY YAMA, VICE CHAIR

ALFREDO GARCES JR., COMMISSIONER
LINDA KAAUWAI-IWAMOTO, COMMISSIONER
ALFRED LEVINTHOL, COMMISSIONER
TREVOR FORD, COMMISSIONER
GARY PACHECO, 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, December 19, 2023
2:00 p.m. or shortly thereafter
Līhu'e Civic Center, Moikeha Building
Meeting Room 2A/2B
4444 Rice Street, Līhu'e, Kaua'i, Hawai'i 96766

MEETING CALLED TO ORDER

ROLL CALL TO ASCERTAIN QUORUM

APPROVAL OF AGENDA

ELECTION OF CHAIR AND VICE CHAIR FOR CALENDAR YEAR 2024

CHAIR'S ANNOUNCEMENT

- Next Regularly Monthly Meeting: 2:00 p.m., Tuesday, January 16, 2024, at the Office of Boards and Commissions Conference Room.

PUBLIC TESTIMONY ON ANY AGENDA ITEMS

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

APPROVAL OF MINUTES

November 21, 2023, Open Session Meeting Minutes

RESPONDER RECOGNITION

CHIEF'S MONTHLY NOVEMBER 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 2023-2024

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 KAUAI

Minutes of Meeting
OPEN SESSION

Board/Commission:		Kaua'i Fire Commission	Meeting Date:	November 21, 2023
Location	Boards and Commissions Conference Room, Pi'ikoi Building, 4444 Rice Street, Suite 300, Lihu'e, Kaua'i, Hawai'i 96766		Start of Meeting: 2:00 p.m.	End of Meeting: 2:46 p.m.
Present	Chair Jen Chahanovich; Vice Chair Rodney Yama; Commissioners: Alfred Levinthol, Linda Kaauwai-Iwamoto (entered meeting at 2:10 p.m.), Trevor Ford, and Gary Pacheco. Also present: Boards & Commissions Office Staff: Support Clerk Lisa Oyama; Administrator Ellen Ching; Office of the County Attorney: Deputy County Attorney Jenna Tatsey. Kaua'i Fire Department: Fire Chief Michael Gibson, and Chief's Secretary Soncy Tamashiro.			
Excused	Commissioner Alfredo Garces			
Absent				



SUBJECT	DISCUSSION	ACTION
Meeting Called to Order/Roll Call to ascertain quorum	Chair Chanhovich called the Fire Commission November 21, 2023, 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 Chahanovich called for a motion to approve the agenda as circulated.	Commissioner Pacheco moved to approve the November 21, 2023, agenda. Vice Chair Yama seconded the motion. Motion carried 6:0.
Chair's Announcements	Next Regular Monthly Meeting will be on Tuesday, December 19, 2023, at the: Lihu'e Civic Center, Moikeha Building Meeting Room 2A-2B 4444 Rice Street, Lihu'e, Kaua'i, Hawai'i	
Public Testimony	Chair Chahanovich called for public testimony. Being there was no written testimony, or members of the public present at the meeting. Boards & Commissions Administrator Ellen Ching stated for the record that it would not be necessary for Chair Chahanovich to call for public testimony on each agenda item.	

SUBJECT	DISCUSSION	ACTION
Approval of Minutes	Chair Chahanovich called for a motion to amend or approve the minutes of the October 17, 2023, meeting.	Commissioner Pacheco moved to approve the October 17, 2023; meeting minutes as circulated. Vice Chair Yama seconded the motion. Hearing no objections, the minutes were approved. 6:0.
Chief's Monthly Bureau Reports and Updates for September 2023	<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 g) Update on Fire Chief Gibson's progress regarding the Goals and Objectives for FY 2023-2024 <p><u>Administrative Bureau</u></p> <p>Fire Chief Gibson stated that the Hawai'i Fire Chiefs Association 44th Annual Training & Business Meeting was a success. He gave a brief summary of October 2023 Monthly Bureau Reports. A captain has announced his retirement, he will be retiring as of December 1st. Two long term fire fighters are still out, one on military leave. Promotional interviews for captain have been completed. Now beginning interviews for Fire Fighter 2, Rescue and Hazmat Specialists. They have almost 52 interviews, 30 for Hazmat and 22 for Rescue. Fire Fighter 3 interviews, Apparatus Operators, Chief Gibson wasn't sure if it was 18 interviews, could be more. The biggest item they have right now is the Kapa'a Fire Station renovation, funds were approved last year to do the architectural and engineering review. Chief Mills is working with</p>	

SUBJECT	DISCUSSION	ACTION
	<p>Captain Veeck, and one of their operators, Derek Tsunehiro, will be the work group that will work with the architect and engineers on the development of the replacement station. Based on the number of needs, they are trying to plan for the future, instead of two small garage bays, the replacement station will have three larger bays, if they ever need to relocate the aerial ladder, if they need a second crew, fire engine, water tender, or if one day they decide to run EMS in the future, they'll have the space.</p> <p>Next project is at Kaiākea, north of the fire station, behind the solar panels, the area is overgrown, a lot of "campers" live in that area. The Department has been working with the state to have that area blocked off.</p> <p>The two fire engines which are for Engine 6, Hanapēpē and Kaiākea Station 8, the order has been placed with Rosenbower, there's a 500-day build, by April 25th, 2025, they should arrive. Currently have an invitation for bid for three brush trucks. Approved from last year's budget. Estimating at least 30 more days on the repair to Air One.</p> <p>The list of Vehicles that have been ordered in the last 18-months, FY 2023 and 2024:</p> <ul style="list-style-type: none"> -Specialized Highwater Rescue Vehicle -Brush Truck 6 -New Battalion Chief Command Vehicle -Fire Mechanic Service Vehicle -Deputy Chief Command Vehicle -Crew Vehicle for Training Bureau <p>Held a strategic workshop with Waimea Fire Station, Hanapēpē Fire Station, the Department of Forestry (DOFA), and Gay & Robinson, if there is a brush fire in those areas.</p> <p><u>Fire Operations</u></p> <p>October 23-25, Captains Quarterly Meeting, 8:30 a.m. to noon. Brought in all the captains. Red Battalion came in one day, Training Captains another day, Battalion Chiefs another day. To discuss everything from station transfers, budget, any new policies that were implemented.</p>	

SUBJECT	DISCUSSION	ACTION
	<p><u>Fire Prevention Bureau</u> Fire extinguisher training took place in October. A lot of training with KIUC.</p> <p><u>Fire Training Bureau</u> Captain Micah Mokuahi of the Fire Training Bureau gave a brief report. October, he graduated his first recruit class.</p> <p><u>Ocean Safety Bureau</u> The number of rescues has gone up.</p>	Commissioner Levinthol moved to accept the Chief's Monthly report. Commissioner Pacheco seconded the motion. Hearing no objections, motion passes. 6:0.
Executive Session	None.	
Adjournment	Chair Chahanovich called for a motion to adjourn the meeting.	Commissioner Pacheco moved to adjourn. Commissioner Levinthol seconded. Hearing no objections, meeting was adjourned at 2:46 p.m.

Submitted by: _____
Lisa Oyama, Commission Support Clerk

Reviewed and Approved by: _____
Jen Chahanovich, Chair

- () Approved as circulated (date of meeting approved).
() Approved with amendments.



KAUA'I FIRE DEPARTMENT COUNTY OF KAUA'I

Kahea Mauiola Continuum of Care

PLEASE JOIN US IN HONORING OUR FIRST RESPONDERS
FOR LIVES SAVED IN KEALIA RESCUE

AMR/MEDIC

Medic 21 – Dwight Fujimoto & Giorgio Dieguez

Medic 23 – Stacey Oho & Kayana Yamaguchi

Medic 25 – Jon Kusano & Gavin Bryan

Kaiākea Blue

Fire Captain Joseph Durocher

Fire Fighter III Kevin Cook

Fire Fighter II Micah Contrades

Fire Fighter II Abraham Mohr

Ocean Safety

OSO LT Anthony Jaquias

OSO Aric Acorda

OSO Eugene Ancheta

OSO Kawika Kau

Recognition & Commendation

Fire Commission Meeting

Līhu'e Civic Center, Moikeha Meeting Room 2A/B

Tuesday, December 19, 2023

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:
November 2023

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	Resource Updates
<ul style="list-style-type: none">• FF2/3/Captain Interviews Complete• Promotions for 1 Captain @ 1 FF 3FY• 2025 Budget Planning• OSO4/OSO3 position testing under way• Dec 1st – Lights on Rice Parade• Dec 8th – Waimea Parade• Dec 16th – Holly Jolly	<ul style="list-style-type: none">• KEMA – Homeland Security Grant award for Fire, Police, and KEMA• Working with State on airport lease for new hanger• Working with Public Works/KPD/State to clear land north of Kaiākea Fire Station• LIH Helicopter Hangar Update	<ul style="list-style-type: none">• Transferring \$195k for new Air1 Pilot Contract• Air1 Turbine/Engine Overhaul Complete• Highwater Vehicle, Truck 6, BC Vehicle, Fire Mechanic Vehicle, DC Vehicle, Training Bureau Vehicle, 2 Fire Engines• IFB – Water Tender, 3 Brush Trucks, 1 Fire Engine (Kalaheo)
Wildfire	Council	
<ul style="list-style-type: none">• December 20, Western Region Wildland Fire Council Meeting• December 12th Community Wildfire Stakeholders Meeting• December 2-4 Wildfire Prevention Symposium @ Maui• USFA – Director Meeting with Hawaii Fire Chiefs	<ul style="list-style-type: none">• December 11 – State DOH, RFI – Ambulance Contract• December 13 – State DOH @ County Council• December 20, Hawaii State Fire Council Meeting• \$1m approved from General fund – Kalaheo Fire Engine	

ADMINISTRATIVE BUREAU

FIRE DEPARTMENT FINANCIAL STATEMENT for SEPTEMBER 2023

Description	Budget	YTD Expenses	Expended	FY 22-23	Variance
Payroll Admin	\$ 2,436,850.00	\$ 814,777.97	33%	\$ 672,110.87	21.23%
Payroll Fire Ops	\$ 24,314,837.00	\$ 7,650,507.52	31%	\$ 7,391,598.56	3.50%
Payroll Prevention	\$ 1,092,351.00	\$ 269,242.70	25%	\$ 291,338.22	-7.58%
Payroll Training	\$ 1,189,344.00	\$ 434,684.19	37%	\$ 309,228.05	40.57%
Payroll OSB	\$ 6,934,333.00	\$ 1,987,835.75	29%	\$ 1,845,406.60	7.72%
PAYROLL SUBTOTAL	\$ 35,967,715.00	\$ 11,157,048.13	31%	\$ 10,509,682.30	6.16%
Operating Admin	\$ 362,332.00	\$ 87,488.82	24%	\$ 133,581.26	-34.51%
Operating Fire Ops	\$ 4,120,731.00	\$ 1,848,535.71	45%	\$ 1,437,717.25	28.57%
Operating Prevention	\$ 44,463.00	\$ 5,084.68	11%	\$ 7,175.64	-29.14%
Operating Training	\$ 216,901.00	\$ 79,747.60	37%	\$ 63,717.09	25.16%
Operating OSB	\$ 316,821.00	\$ 68,667.57	22%	\$ 42,279.06	62.42%
OPERATING SUBTOTAL	\$ 5,061,248.00	\$ 2,089,524.38	41%	\$ 1,684,470.30	24.05%
GRANDTOTAL	\$ 41,028,963.00	\$ 13,246,572.51	32%	\$ 12,194,152.60	8.63%

OVERTIME REPORT

OVERTIME TYPE	Monthly Cost	YTD Cost	FY22-23 YTD Cost	Cost % Variance
Regular	\$ 63,249.29	\$ 464,552.43	\$ 392,481.18	18.36%
Rankfor Rank	\$ 87,934.99	\$ 343,861.96	\$ 339,987.32	1.14%
Scheduled	\$ 25,549.73	\$ 103,898.39	\$ 101,549.99	2.31%
Training	\$ 40,393.84	\$ 144,950.52	\$ 82,372.75	75.97%
TOTAL	\$ 217,127.85	\$ 1,057,263.30	\$ 916,391.24	15.37%

STAFFING

Description	Vacancies	Total Authorized	NOTES
Administration	0	13	
Operations	2	132	Firefighter Trainees
Prevention	0	4	
Training	1	2	
Ocean Safety FT	4	66	
Ocean Safety ST	6	6	
TOTAL	13	223	

FACILITIES

Description		Exceptions
Fire Stations		St. 1 electrical/St. 7 kitchen remodel/ Kapaa
Administration		Need New carpeting
Training		Architect meeting; break ground 9 mos.
Air Operations		Meetings: DOTA LIH & Architect, new site
Towers		State monies received for 2 new towers
Utility		Hanalei Base Yard construction completed

FLEET UPDATE

Description	NOTES
Engines	NTP submitted to Rosenbauer for 2 new engines
Trucks	IFB submitted for 3 new brush trucks
Watercraft	All Mission Capable (Zodiac needs new motor)
Admin/Staff	All Capable – fleet is aged, ready for replacement

FIRE OPERATIONS CALLS FOR SERVICE

Description	2023 Nov	2022 Nov	Variance	Current YTD Total	FY 21-22 YTD Total	Variance
Brush Fire	14	41	-65.85%	255	312	-18.27%
Crop Fire	0	3	-100.00%	10	11	-9.09%
Electrical Rescue	0	0	0.00%	1	0	100.00%
EMS	405	371	9.16%	4573	4364	4.79%
Extrication Rescue	1	0	100.00%	11	15	-26.67%
False Call	20	22	-9.09%	197	151	30.46%
Good Intent	91	105	-13.33%	928	874	6.18%
Hazardous Condition	7	2	250.00%	54	42	28.57%
Rescue/EMS Standby	3	0	100.00%	41	48	-14.858%
Ruptures/Explosion	0	0	0.00%	2	1	100.00%
Search for Lost Person	10	4	150.00%	92	109	-15.60%
Service Call	30	45	-33.33%	443	447	-0.89%
Severe Weather	0	0	0.00%	4	0	100.00%
Structure Fire	6	9	-33.33%	81	75	8.00%
Type Not Specified	6	0	100.00%	35	1	3400.00%
Vehicle Fire	3	9	-66.67%	63	67	-5.97%
Water Rescue	4	3	33.33%	52	53	-1.89%

OPERATIONS HIGHLIGHTS

Fires: (KONA LOW)

- #6636: Mauka of Salt Pond – E6/T6, E5/T5 – 10-acre brush fire extinguished by fire personnel. No injuries reported.

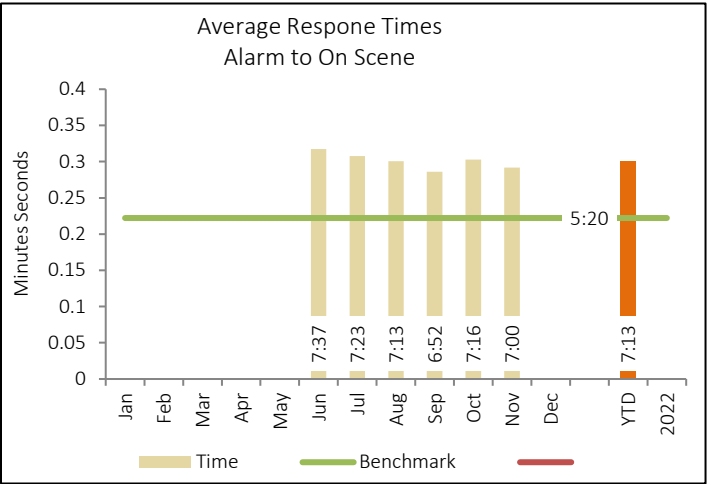
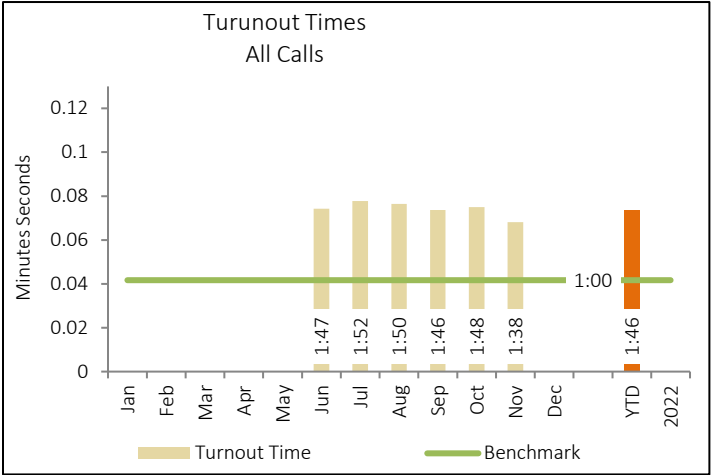
Rescues – Trails:

- #6509: Hanakapiai – E1/T1, R3, Air1 – 26 y/o female visitor (head injury from a fall) airlifted to Princeville airport and awaiting medics. Patient refused medical treatment.
- #6663: Kukui trail – E7/T7, R3, Air1 – 3 residents short hauled by rescue personnel to Kukui trail LZ (unable to cross flooded river).
- #6677: Pihea trail – E7/T7, R3 – 43 y/o male visitor (fractured ankle) was wheeled out on a stokes litter by fire personnel to awaiting medics.

Rescues – Water

- #6362: Kekaha Beach – E7/T7, AMR – 16 yo male resident pulled from the water and turned over to medics. Patient refused medical treatment.
- #6358: Hanalei Bay – E1/T1, OSB, AMR – 57 yo male visitor (CPR performed) pulled from the water by OSB personnel and initiated high performance CPR till fire personnel arrived. Patient care was transferred to medics with one fire personnel assisting to the hospital.
- #6373: E4/T4, AMR – 58 yo male visitor pulled from the water and CPR started on land by fire personnel. Patient care was transferred to medics with one fire personnel assisting to the hospital.

KFD RESPONSE TIME PERFORMANCE - NOV 2023				
Average Turnout Time		% That meet	YTD	% That meet
Fires	1:39	(80 sec) 42.9%	1:40	(80 Sec) 41.4%
EMS	1:29	(60 sec) 31.3%	1:41	(60 sec) 25.5%
Average Response Time		% Under 4 minutes		% Under 4 minutes
Fires	5:52	17.40%	7:35	24.30%
EMS	6:32	24.80%	6:33	23.00%



FIRE PREVENTION BUREAU

PREVENTION BUREAU STATISTICS

Description	Month Total	FY22 Month	% Variance	Current YTD	FY21-22	% Variance
					YTD	
Fire Investigation	0.5	0.5	-0%	10	17	-41%
ADU Permit Applications	0	4	-100%	60	38	58%
Bldg Permit Plan Review	73	106	-31%	481	642	-25%
Planning Dept Review	12	0	0%	59	9	556%
Cert. of Occupancy Inspection	50	2	2400%	276	8	3350%
Business Occupancy Inspection	14	5	180%	80	118	-32%
Witness Acceptance Tests	8	5	60%	16	24	-33%
Fire Extinguisher Training	21	1	2000%	151	3	4933%
Fire Safety Presentation	7	20	-65%	40	28	43%
Telephone/Email Inquiries	349	350	0%	2304	1788	29%
Complaint Investigations	1	2	-50%	77	12	542%
Sparky Presentation	1	1	0%	11	7	57%
Fireworks Displays & Inspections	1	1	0%	1	13	-592%
TOTAL	537.5	497.5	8%	3566	2707	32%

To increase FPB efficiency, staff evaluated and improved process for:

- Continued increase in Fire Extinguisher Training
 - 2 days @ Point at Po'ipū – 5 sessions
 - 1 day @ Humane Society – 2 sessions
 - 1 day @ DOT – 2 sessions
 - Wilcox Elementary Career Day
 - Kekaha School Career Day

Classes/Training:

- Keahi/Oda Hawai'i Fire Chiefs Conference “Brass Tacks Hard Facts”

Events:

- Hawai'i Fire Chiefs Conference
- Kinoshita presentation Hawai'i Condo Association via ZOOM – Fire Safety

Key Meetings:

- Namahana School – new project in Kīlauea
- Sun Village management to go over current fire detection system
- Kinoshita/Date meeting with Water Department management to ensure we are on the same page with water in ag subdivision project

FIRE TRAINING BUREAU

2023 TRAINING PLAN Q1

Keystone Objective	<ul style="list-style-type: none"> • Trimester 1 Keystone – USLA Completed (4/23) • Trimester 2 Keystone – High Angel Ropes (8/23) • Trimester 3 Keystone – Pump Relay Ops (12/23)
Task Performances	<ul style="list-style-type: none"> • Tank Water Attack • Tank to Hydrant Water Attack • Hose Deployment – Accordion/V-split
Refresher/Opportunity	<ul style="list-style-type: none"> • None scheduled
EMSTraining	<ul style="list-style-type: none"> • Vector Solutions

TRAINING STATISTICS

Description	November Hours	Current YTD Total
RC32 Training Hours	960	8952
Task Performances	113.5	1619
Refresher / Recerts/Prof. Develop.	328.5	12,725.5
Individual Crew Training	643	7938
TOTAL	2045	31,234.5

RC32

- Currently in month 8 of 8 for RC32
- Fireground Survival / Fireground Ops Training
- Small Truck / Equipment Training
- Swift Water Rescue Training
- Auto Ex Refresher

Training Bureau

- Hazmat IQ Training
- Brass Tacks Training – Standpipe Ops
- Hawai'i Fire Chiefs Convention
- Rescheduled PADO Keystone to Dec (in planning)

OCEAN SAFETY BUREAU

OCEAN SAFETY BUREAU						
TOWERS						
Description	Nov Total	FY 21-22 Month Total	% Variance	CurrentYTD Total	FY21-22 YTD TOTAL	% Variance
Rescue	62	47	32%	375	419	12%
Assist	0	0	0%	0	0	0%
Preventive Actions	25,785	20,726	24%	144,439	288,688	-100%
1 st Aid	2173	3033	-28%	6,570	13,405	-104%
Public Contact	37,106	10,001	271%	262,852	202,667	23%
Beach Attendance	152,976	122,399	25%	920,836	813,137	12%
ROVING PATROL						
Rescue	29	16	81%	189	145	23%
Jet Ski Rescue	10	4	150%	170	133	22%
Assist	0	0	0%	0	0	0%
Preventive Actions	10,840	5,503	97%	43,429	83,765	-93%
1 st Aid	578	174	232%	2,414	816	66%
Public Contact	28,474	3,728	664%	88,342	62,054	30%
Beach Attendance	99,742	18,135	450%	318,759	177,695	44%
DROWNING						
Statistics	0	0	0%	1	2	-0.5%
TRAINING / COMMUNITY SERVICE						
ITEM	Month Hours	FY 21-22 Month Hours	% Variance	CurrentYTD Total Hours	FY 21-22 YTD Total Hours	% Variance
Training	48		0%	880		0%
Community Service	8		0%	284		0%
Jr. Lifeguard	0		0%	500		0%

Ocean Safety Bureau:

- State Water Safety Coalition Meeting
- Hawaiian Lifeguard Association Meeting
- Rescue Craft Training Manual photo shoot
- KONG Radio PSA's
- OSO Recruitment Agility Testing
- OSB FY24 Budget Preparation Review
- Ho`ike TV recording on Ocean Safety
- Two new OSO recruits effective Nov. 1, 2023

Goal #1 – Improve Fire Department Response Times			
Objectives	Success Measurements	Desired Outcome	Status
<p>Goal 1A. Analyze current response and turnout times:</p> <ul style="list-style-type: none"> Gather data on response times and turnout times for different types of emergencies. Identify trends, patterns, and potential barriers that contribute to delays. Identify areas for improvement. <p>Goal 1B. Reinforce / revise training and performance:</p> <ul style="list-style-type: none"> Provide directives and training focused on improving turnout times. Emphasize efficient and effective practices during emergency scenarios. Implement performance metrics and feedback systems to track and improve individual crew and team performance. 	<p>Measuring performance against the NFPA 1710 standard; turnout time: 60 seconds for EMS, 80 seconds for fire responses.</p> <ol style="list-style-type: none"> Utilize Fire Record Management System (RMS) to collect and review: <ol style="list-style-type: none"> Dispatch call processing times Fire Crew turnout times Drive response times Establish and publish standard operations guidelines (SOG), set clear expectations, and provide training. Monthly review and report of performance Outside resources / new technology – Research technological industry advancements; seek feasibility in funding resources to implement. 	<p>To develop a continuous improvement process to increase our effectiveness in emergency situations and increasing the level of service provided to our community.</p>	<p>6/29/2023 – Met with FF Contrades (Firefighter with RMS data knowledge) to discuss Data and report needs – will reconvene in 6 weeks to update and formulize reporting plan and method.</p> <p>7/14/23 – Draft SOG, Fire Department Turnout Times</p> <p>New Data – Included in NOV FC Report</p> <p>By 9/1/2023: Delayed WUI – Jan 2024</p> <ul style="list-style-type: none"> Produce draft SOG “Turnout Times / Response Times” 0 Distribute Crew “Turnout Times” Monthly Report

Goal #1 – Improve Fire Department Response Times			
Objectives	Success Measurements	Desired Outcome	Status
<p>Goal 1C. Strengthen Communication and coordination:</p> <ul style="list-style-type: none"> Enhance communication systems and guidelines to minimize delays and ensure rapid and accurate information sharing. Implement technology solutions for real time incident tracking, resource coordination and communication. <p>Goal 1D. Optimize turnout procedures:</p> <ul style="list-style-type: none"> Review and streamline turnout procedures to minimize time spent on preparation and increase readiness. Implement efficient systems for equipment maintenance, inspection, and readiness checks. 	<p>5. Implement continuous monitoring and feedback to all members</p>		

Goal #2 – Implement a continual improvement process to review, revise, and implement workplace operations: Standard Operating Guidelines (SOGs), Rules & Regulations			
Objectives	Success Measurements	Desired Outcome	Status
<p>Goal 2A. Establish a policy review committee comprised of various ranks and bureaus.</p> <p>Goal 2B. Define the Committee's Scope and Responsibilities:</p> <ul style="list-style-type: none"> Review existing Standard Operating Guidelines (SOGs). Develop new SOGs. Ensure compliance with regulations and best practices. Designate review timeline. <p>Goal 2C. Review existing SOGs:</p> <ul style="list-style-type: none"> Assign to correct subject matter experts to identify areas that require revision, improvement, or clarification. 	<ol style="list-style-type: none"> Working group recruited and orientation meeting to draft SOG review change management process. Written process plan developed. Committee reviews full SOG library and assigns specific SOGs to subject matter experts with review submission deadline. Committee receives revisions, makes corrections, and send draft to the line for feedback. Final corrections made to SOGs, Committee publishes final version with effective date and archives previous documents. Monitor and evaluate the review process 	<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>9/8/2023: Delayed – Focus on Wildfires Programs (WUI) JAN 2024</p> <p>Distribute draft “Workplace Operations Committee” – Document Plan and Committee process / guidelines</p> <p>9/28 – Drafted SOG, with Admin BC Pablo</p>

Goal #2 – Implement a continual improvement process to review, revise, and implement workplace operations: Standard Operating Guidelines (SOGs), Rules & Regulations			
Objectives	Success Measurements	Desired Outcome	Status
<ul style="list-style-type: none"> Seek input from line personnel, Officers, and other stakeholders to gather feedback on the effectiveness of specific SOGs. Identify any gaps or inconsistencies in the current guidelines and propose necessary changes. <p>Goal 2D. Develop an effective review process:</p> <ul style="list-style-type: none"> Define criteria for when an SOGs needs to be reviewed or revised. Implement a mechanism for soliciting input and feedback from all stakeholders. 			

Goal #2 – Implement a continual improvement process to review, revise, and implement workplace operations: Standard Operating Guidelines (SOGs), Rules & Regulations			
Objectives	Success Measurements	Desired Outcome	Status
<p>Goal 2E. Promote Collaboration and 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.• Establish clear lines of communication between the committee and KFD leadership, ensuring accountability and transparency.• Regularly communicate updates and changes to the SOGs to all department members, providing training and support as necessary.			

Goal #2 – Implement a continual improvement process to review, revise, and implement workplace operations: Standard Operating Guidelines (SOGs), Rules & Regulations			
Objectives	Success Measurements	Desired Outcome	Status
Goal 2F: Document and archive changes: <ul style="list-style-type: none">• Maintain comprehensive records of all changes made to SOGs, including the rationale behind the revisions.• Establish a centralized system for archiving and accessing the updated SOGs, ensuring easy retrieval and dissemination of information.			

Goal #3 – Establish KFD Culture and Values			
Objectives	Success Measurements	Desired Outcome	Status
<p>Goal 3A. Assess and evaluate our current mission statement, vision, and values:</p> <ul style="list-style-type: none"> Identify core values and principles that reflect the desired professional behavior and ethics of the fire department. Collaborate with personnel at all levels to gather input and feedback for the development of the professional standards and values document. <p>Goal 3B – Clearly articulate expectations:</p> <ul style="list-style-type: none"> Clearly articulate the expected behaviors, conduct, and ethical standards for all KFD personnel. Define the core values and principles that guide decision making, interactions, and actions within the KFD. 	<ol style="list-style-type: none"> Completion of a professional standards or values document. Approval and endorsement by KFD leadership. Document distributed to all KFD personnel. Conduct surveys or assessments to measure the level of awareness and understanding of the document. Periodically assess the departments overall culture, morale, and reputation through various means: <ul style="list-style-type: none"> Internal Surveys Interviews / discussions Public surveys Meetings 	<p>Establish and permeate mission, vision, value statements and professional standards to promote a culture of professionalism, integrity, and ethical conduct among all personnel</p>	<p>June 2023 – “KFD CARES” Values statement refined with feedback from the line.</p> <p>Received support from all Chief Officers, all signed final page of document to be printed and distributed to all KFD personnel.</p> <p>Program Logo created and a prototype “Brochure” produced and began distribution to line personnel with Fire Chief Station Visits.</p> <p>Jan 2024 – Create Department wide survey. Satisfaction, areas needing improvement, new ideas, and what are we doing right that we need more of.</p>

KFD Strategic Priorities: JULY 1, 2023 – JUNE 30, 2024

SERVICE DELIVERY // PROFESSIONAL STANDARDS // TRAINING & CAREER DEVELOPMENT

Goal #3 – Establish KFD Culture and Values			
Objectives	Success Measurements	Desired Outcome	Status
<ul style="list-style-type: none">Establish a code of conduct that aligns with the KFDs mission and vision statements. <p>GOAL 3C – Dissemination and communication:</p> <ul style="list-style-type: none">Develop and distribute a standards or values document to all personnel (KFD Memo, SharePoint), Crew meetings. <p>Goal 3D. Continuous evaluation and improvement</p>			