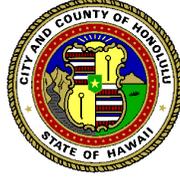


HONOLULU FIRE COMMISSION  
**CITY AND COUNTY OF HONOLULU**

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KIRK CALDWELL  
MAYOR



JAMES S. WATARU  
CHAIR

ARNOLD WONG  
VICE CHAIR

MARY JEAN L. CASTILLO

DR. JOSEPH W.C. YOUNG

MAX HANNEMANN

Minutes of Regular Public Meeting  
Honolulu Fire Department Headquarters  
Honolulu Fire Department Auditorium  
Wednesday, February 8, 2017

CALL TO ORDER: Chair Wataru called the regular meeting to order at 2:04 p.m.

MEMBERS PRESENT: James Wataru, Arnold Wong, Dr. Joseph Young, Mary Jean Castillo, and Max Hannemann.

IN ATTENDANCE: Fire Chief Manuel Neves (HFD), Deputy Fire Chief Lionel Camara Jr. (HFD), Assistant Fire Chief Scott Lawton (HFD), Assistant Fire Chief Ron Rico (HFD), Assistant Fire Chief Socrates Bratakos (HFD), Assistant Fire Chief Nathan Ramos (HFD), Battalion Chief Geoffrey Chang (HFD), Battalion Chief Terio Bumanglag Jr. (HFD), Battalion Chief Howard Nanoe (HFD), Battalion Chief Jay Nourrie (HFD), Battalion Chief Paul Kato (HFD), Captain Shawn Kuratani (HFD), Randall Ishikawa (Corporation Counsel), and Nadine Murata.

Chair Wataru asked if there was anyone from the public who would like to make a public testimony. There was no public testimony.

APPROVAL OF THE MINUTES OF JANUARY 11, 2017: Chair Wataru called for any comments or corrections to the minutes of the regular public meeting of January 11, 2017. Assistant Fire Chief Scott Lawton indicated that currently the 43 vacancies will be covered by the 102<sup>nd</sup> recruit class and the 103<sup>rd</sup> class will cover the 48 vacancies. Fire Chief Neves stated that currently there are 103 vacancies minus the 43 and leaving 59 vacancies plus till April 2018. There being no further comments or corrections the minutes were approved as amended.

APPROVAL OF THE EXECUTIVE SESSION MINUTES OF JANUARY 11, 2017: Chair Wataru call for any comments or corrections to the minutes of the executive session meeting of January 11, 2017. There being no further comments or corrections the minutes were approved as circulated.

REPORT OF THE FIRE CHIEF: Chief Neves reported on the following:

1. City Council Inauguration.
2. Collective Bargaining Agreement Arbitration Meetings. Chief Neves mentioned that there was a hearing last week.
3. Fort Shafter Tour. Chief Neves mentioned that the military invited the Mayor and his cabinet to tour a new facility which is being build which will manage emergencies throughout the Pacific.
4. Funeral Services for the Late Fire Fighter III George Peltier Jr.
5. HFD Promotion Ceremony. Chief Neves mentioned that 8 fire fighter II's, 2 civilians, and 1 Captain got promoted and he thanked Commissioners Young and Castillo for attending.
6. HFD Staff Meeting.
7. HFD Station Visitations (11/858).
8. Informal Conference with the Hawaii Occupational Safety and Health Division.
9. Mayor's Swearing-in Ceremony.
10. Meeting with Councilmember Kymberly Marcos Pine.
11. Meetings with the Department of Corporation Counsel.
12. Meetings with the Department of Human Resources.
13. Meeting with Hawaiian Electric Company Representatives. Chief Neves indicated that Hawaiian Electric gave tips on how to reinforce safety response and invited them to next Wednesday's staff meeting.

14. Meeting with the U.S. Coast Guard. Chief Neves mentioned that he met with Captain Long, and went over the partnership that HFD has with the Coast Guard. Chief Neves noted that through a grant the department acquired a new boat through port security which is equipped with sonar. The department is also looking into a deck gun.

Commissioner Castillo asked why the department shut down the fire boat. Chief Neves indicated that it was the State and the department tried to resolved issues while in partnership with them.

Chair Wataru asked how do you determine what is a small boat from a large boat. Chief Naone indicated larger vessels are 150 tons. Chair Wataru asked if there is a fire on a smaller boat, does the department respond. Chief Neves indicated only from shore. Chief Lawton indicated that the crew is responsible for the fire. Chair Wataru asked if the new vessel acquired is considered a fire boat. Chief Neves mentioned that it will be used as a multi functional boat with some fire fighting capabilities.

15. Teleconference with the Western Fire Chiefs Association.

The Fire Chief also reported on the following:

1. During the month of January, HFD received 1 complimentary correspondence, and 1 complaint.
2. Chief Neves noted that the Mayor's State of the City address will be held on February 16, 2017, at 6:30 p.m.
3. Chief Neves provided the Commission with a copy of the HLRB's decision and indicated that it was in favor of the department.
4. Chief Neves had each member of the executive staff give a brief description of their section's recent activities

Deputy Fire Chief Lionel Camara Jr.- Chief Camara went over the re-evaluation of budget recommendations with the Commission and indicated a cut of \$1,291,218. A copy of the budget recommendations were provided to the Commissioners for their review. Chief Camara noted that the budget hasn't been finalized.

Chief Neves noted that the department will be able to work with this budget and still provide the same services.

Vice Chair Wong mentioned to Chair Wataru that the Commission still has to review the annual budget and make their recommendations. Vice Chair Wong also noted with the current cut, it could affect the department in maintaining its facilities should something unexpectedly arise i.e. asbestos.

Chief Neves also indicated that the department needs someone to oversee the repairs.

Chair Wataru asked if the Department of Facility Maintenance covers their repairs and if they cover all city buildings. Chief Neves stated DFM performs repairs at all city buildings.

Chair Wataru asked Chief Neves if the department has given any thought as to having their own facility maintenance. Chief Camara indicated the department normally calls DFM for repairs and if they are not available the department contracts it out.

Assistant Fire Chief Ron Rico- Fire Operations. Chief Rico informed the Commission that he doesn't have any incidents to report however, if there is a specific incident report that the Commission wants, one will be provided at the next meeting.

Chair Wataru asked about the emergency text feature. Captain Kuritani indicated yes and averages about 5 – 10 text a month.

Assistant Fire Chief Scott Lawton- Administrative Services. Chief Lawton reported that the Kuakini station has completed its renovations which include individual dorms with their own air conditioning system and private showers. Added features include a drill tower, an elevator, and a new alarm system.

Chair Wataru asked about the dorms. Chief Lawton explained that when a fire fighter is on duty they have their own space, locker, and speakers.

Chair Wataru asked about wifi. Chief Lawton indicated that the department doesn't provide that. Chief Neves mentioned for department purposes, all fire trucks have to be hooked up to wifi 24/7.

Vice Chair Wong asked if the station foot prints were the same. Chief Lawton indicated the building has not changed, just remodeled with better use of space.

Commissioner Castillo asked if that's the same system that Kapolei has. Chief Lawton indicated yes, and mentioned that the department is trying to make living conditions more comfortable.

Commissioner Hannemann asked how stations with dorm rooms. Chief Lawton indicated 3, Ewa Beach, East Kapolei, and Kuakini.

Chief Neves explained to the Commission the pros and cons of having a private dorm.

Commissioner Young asked about the Hauula station. Chief Lawton indicated that they are in the design process.

Commissioner Castillo asked about the repairs and renovations of stations. Chief Lawton mentioned that the department works with the Department of Design and Construction with its current bulk fund and prioritizes each project.

Chief Neves indicated the Hauula and Pearl City fire stations are a priority.

Chair Wataru asked about property for the Pearl City station. Chief Neves indicated that he and Chief Lawton had a meeting yesterday with the State library system.

Assistant Fire Chief Socrates Bratakos- Support Services. Chief Bratakos updated the Commissioners on the recruit class. Chief Bratakos mentioned that they started off with 46 and indicated that 2 were released and 1 had resigned, leaving 43 in the class. Graduation is scheduled for April 6, 2018.

Chair Wataru asked about testing and how many are tested. Chief Bratakos indicated that the next class had 150 and 120 indicated they were going to participate but only 89 showed up and 60 participants had passed. Chief Bratakos mentioned that the department wanted more participants and ended up with 26 more.

Chair Wataru asked if it was a one time pass for the physical. Chief Bratakos noted that in the event you do not pass, you can try again.

Chair Wataru asked how many had passed. Chief Bratakos indicated around 1,000 had passed and Chief Neves mentioned that the next written test will be in 2018.

Commissioner Young asked if the written test counts more than the physical test. Chief Neves mentioned that it is important as it sets a platform in your ranking.

Chair Wataru asked if another city employee should apply would he/she get preferential treatment. Chief Neves indicated no, not unless you come from a fire department in the State of Hawaii.

Commissioner Young asked who does the scoring for the test. Chief Neves mentioned the computer.

Assistant Fire Chief Nathan Ramos- Planning and Development. Chief Ramos updated the Commission on the accreditation process and indicated that information are currently being put together for submission for the 2017 compliance report and compliance reports are used to

support data information on accreditation. Chief Ramos mentioned that in 2018, the department will be compiling data and putting together a report for the 2020 accreditation process.

#### SURVEY OF FIREFIGHTERS AND DEPARTMENTAL EMPLOYEES:

Jordan Chouljian explained the process and indicated that Commissioners Hannemann and Castillo had participated in drafting the survey and that the final survey had 20 questions.

Mr. Chouljian passed out the Honolulu Fire Department Employee Engagement Survey Analysis and went over it with the Commission and mentioned that the union had a chance to review the questions in advance.

Mr. Chouljian mentioned that 286 had participated. Chair Wataru asked how many were sent out. Mr. Chouljian indicated 1,150.

Mr. Chouljian noted that the question rated most positive was, “what is expected of my job” and “my opinion is valued” was rated very low. Commissioner Castillo asked why the percent on the graph wasn’t 100% and Mr. Chouljian indicated that “neutral” wasn’t taken into consideration as it was not a feedback.

Mr. Chouljian then went over the questions, scoring system, and rating with the Commission.

Mr. Chouljian indicated that people see things differently on their experience based on what’s happening at their station and comments can be critical.

Mr. Chouljian mentioned that according to the survey observations, unresolved administration-union conflict have resulted into negative morale among personnel.

Mr. Chouljian concluded that the Commission may take into consideration assisting with rebuilding the administration and the union’s relationship.

Mr. Chouljian mentioned to the Commission that there is no easy solution but a process and what should be taken into consideration is the positive payoff moving forward.

Commissioner Young asked who initiated this survey. Mr. Chouljian indicated HFD administration initiated the survey with the assistance of the Commission in producing the survey. Mr. Chouljian noted that this survey was intended to be a joint initiative with the union where both sides would support it. Unfortunately it didn’t turn out that way, as the Union sent a memo to its members asking them not to respond.

Commissioner Young asked about comments. Mr. Chouljian indicated that answers were based on perception of how things were to those surveyed.

Mr. Chouljian noted that Mr. Lee was open to and participated in a meeting on the survey. Mr. Lee had questions and appeared satisfied with the responses provided.

Commissioner Castillo asked about the letter that Mr. Lee had sent out, if it was before or after the meeting. Mr. Chouljian indicated that it was sent out before the meeting.

Chair Wataru asked about the cost. Mr. Chouljian stated \$9000-10,000.

Commissioner Castillo asked if a better job could've been performed. Mr. Chouljian indicated better is always a possibility.

Commissioner Young asked if the union was satisfied with the survey. Chair Wataru indicated that they haven't seen the survey as it is only being disclosed now. Mr. Chouljian indicated that he will provide copies to interested parties.

Vice Chair Wong asked if there would be cross tabulations before it's sent out to other members. Mr. Chouljian indicated that he would have to get back on that and open responses will remain anonymous.

Chair Wataru asked the Commission to review the survey and requested that it be placed on the agenda for the next meeting.

Commissioner Castillo asked if she could participate in the evaluation of the Fire Chief when her term expires. Counsel indicated that the evaluation is performed by sitting Commissioners. If a former Commissioner wished to provide input, the former Commissioner could offer such as would be allowed by any member of the public. Chair Wataru indicated that the Commission will take her input into consideration.

Vice Chair Wong mentioned that City Council has recently reviewed 2 named candidates as potential incoming Fire Commissioners.

Vice Chair Wong presented Commissioner Castillo a gift of appreciation for her services.

Chief Neves also presented her a certificate of recognition.

Chief Neves asked Chair Wataru if he could consider moving future meetings on the 3<sup>rd</sup> Wednesday, the same day as HFD staff meetings to have more participants participate in the Commission meeting. Chair Wataru asked the Commission and everyone was in agreement of the date change and moving forward April 2018's meeting will be held on the 3<sup>rd</sup> Wednesday.

ANNOUNCEMENT: The next regular meeting will be held on March 1, 2017, at 2:00 p.m., at the HFD auditorium.

ADJOURNMENT: There being no other business the meeting was adjourned at 3:13 p.m.

Respectfully submitted by: Nadine Murata, Secretary.

APPROVED:

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JAMES WATARU, Chair