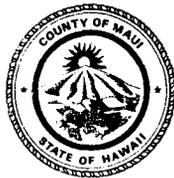


ALAN M. ARAKAWA
MAYOR



JEFFREY A. MURRAY
FIRE CHIEF

LIONEL W. MONTALVO
DEPUTY FIRE CHIEF

COUNTY OF MAUI
DEPARTMENT OF FIRE & PUBLIC SAFETY

200 DAIRY ROAD
KAHULUI, HI 96732
(808) 270-7561
Fax (808) 270-7919
Email: fire.dept@mauicounty.gov

April 19, 2018

Mr. Sananda Baz
Budget Director, County of Maui
200 South High Street
Wailuku, Hawaii 96793

Honorable Alan M. Arakawa
Mayor, County of Maui
200 South High Street
Wailuku, Hawaii 96793

For Transmittal to:

Honorable Riki Hokama
Chair, Budget and Finance Committee
Maui County Council
200 South High Street
Wailuku, Hawaii 96793

Dear Chair Hokama:

SUBJECT: FISCAL YEAR ("FY") 2019 BUDGET (FS-3) BF-1)

Thank you for the opportunity to address your questions and concerns related to our FY '19 budget request. You will find our responses below:

1. *Relating to the additional funding requests for radio bank chargers, radio desk chargers, a radio remote speaker microphone, and portable radio batteries (page 7-55 of the Budget details) and portable radio accessories (page 7-56 of the Budget Details):*

a. *How many of each item is being requested and how will they be used?*

i. Radio bank chargers (30) - these radio bank chargers will be used on vehicles to charge portable radio batteries. We currently only have these chargers at the stations and have a limited ability to charge our portable radio batteries in the field. This is a concern on extended incidents when our crews are away from their stations for any period of time.

a. Battalion Chief vehicles

2018 APR 20 AM 8:13
OFFICE OF THE
COUNTY COUNCIL

RECEIVED

- b. Radio cache that is deployed to large scale incidents
 - c. Response companies
- II. Radio desk chargers (20) - these are requested due to the need for replacements for units that have been decommissioned primarily due to power outage surges and normal wear and tear.
- III. Remote speaker microphones (50) - the remote speaker microphones are requested by our personnel so they can secure their portable radios in their PPE, and attach the microphone to their lapel. This allows them to use their hands more freely and also lessens the chance of fumbling or dropping portable radios on emergency scenes.
- IV. Portable radio batteries (173) - these are requested due to normal wear and tear and the individual batteries ability to maintain a charge. Over the course of time the battery life diminishes, and this causes them to sustain a charge for a lesser period of time. Our current batteries (350) have been in service for over 3 years. MPD radio shop recommends replacement when batteries reach 70%-80% charge capacity.
- V. Portable radio accessories - this is a "holdover" FY16 request related to some of the items mentioned above, as well as miscellaneous accessories such as; portable radio cases with straps, "clamshell" battery packs, and hardened cases to transport portable radio equipment. Reduced to: \$7,500
- a. Cases w/strap (50) - \$2,500
 - b. Clamshell battery packs (50) - \$2,500
 - c. Hardened cases (5) - \$2,500

- b. *Has the Department consulted with the Department of Police Radio Shop on costs and system compatibility? Explain.*

The Department consults with the MPD Radio Shop on all costs and system compatibility related to our communications equipment, as their system is what we work off of. In regards to cost: the prices quoted in our budget proposal are from the NASPO system.

2. *Please confirm whether there is an ice machine at the Hana Fire Station. If not, how are emergency needs handled currently?*

No, there is no ice machine at the Hāna Fire Station. If the need for ice arises in Hāna, we intend to purchase ice as needed in Hāna or drive in ice when more resources are requested. We have requested an ice machine in the past.

Honorable Alan M. Arakawa
For Transmittal to:
Honorable Riki Hokama
April 19, 2018
Page 3

3. *Relating to the Fire Fighter III expansion position for the Training Program (page 7-13 of the Budget Details), is it required for the trainer to be a currently employed firefighter? Can the individual be a volunteer or retired firefighter instead?*

Yes, the training position is required to be a currently employed firefighter. We want the fire fighter to be current and in compliance with everything that the trainee is held accountable to. A position which holds such high responsibility should remain a sworn uniformed position that is held accountable to expectations as directed in our SOG's and rules & regulations. Having someone that is familiar with our training process and brings the credibility of teaching life saving measures, should be compensated. Bringing in a volunteer would be difficult to impossible. Work is required for this position and volunteers are difficult to come by and impossible to maintain consistency if they come and go.

As for retired firefighters, the process is normally on an 89 day contract after the employee has been retired for 180 days. The availability of qualified retirees is a concern. There is a high level of commitment needed when working with recruits and incumbent firefighters.

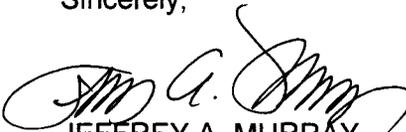
4. *The Performance and Fiscal Audit conducted by Citygate Associates, LLC recommended a Fire Battalion Chief be assigned a 40-hour per week headquarter position for administrative duties. Can this be implemented by utilizing one of the six Fire Battalion Chief positions? Explain.*

We are not aware of the audit recommending that a Fire Battalion Chief be assigned to a 40 hour administrative position as we could not find it in the final report. We appreciated the audit that was conducted by Citygate and will implement suggestions when possible. Regarding a Battalion Chief working a 40 hour position for administrative duties, I am assuming that you are referring to placing one of the six Battalion Chiefs to a 40 hour position. If so, we would be removing a vital command response position from our rescue operations. Our current Standards of Cover document includes the on duty Battalion Chief as a vital role regarding an effective response force responding to incidents with multiple resources such as a home or high rise fire. The Battalion Chief filling the role of an Incident Commander in these multi resource incidents as soon as possible is a life safety issue. Having a Captain of a crew fill the role of an Incident Commander for a significant incident is known to be dangerous.

Our goal is to have a mid-level supervisor (Battalion Chief) to oversee our Fire Prevention and Health & Safety Bureaus. We would like this Battalion Chief to assist with their various needs as well as, i.e.; OSHA Compliance, policies, and procedures. This allows the bureau personnel to do more department and community support. Attached are additional assignments that our current 56 hour Battalion Chiefs are responsible for.

Honorable Alan M. Arakawa
For Transmittal to:
Honorable Riki Hokama
April 19, 2018
Page 4

Sincerely,



JEFFREY A. MURRAY
Fire Chief

attatchment



Battalion Chief Projects 2017-2018

Rules & Regulations update-BC 1

1. Develop a formal process for reviewing and updating the rules and regulations manual.
2. Ensure that there are appropriate rules and regulations included in the manual and that all topic areas are addressed.
3. Develop form and/or process to solicit input from personnel
4. Serve as the main point of contact for Fire Administration
5. Compile and provide recommended revisions to Fire Administration

Mechanic Shop Processes & Procedures development-BC 2

1. Work with the Lead Fire Mechanic to develop a preventive maintenance schedule for all department vehicles.
2. Conduct a time study to determine estimated timelines for repairs and maintenance that will provide information on shortfalls with existing staffing.
3. Determine and provide rationale for contracting some mechanical services out.
4. Develop a maintenance schedule for small equipment and power tools.
5. Determine if the annual maintenance budget allotted is adequate and where additional funding is needed.
6. Develop "Relief Vehicle" sign in/out procedures to include; inventory signed out/in, storage/access to equipment not kept on the vehicles (medical)

Standard Operating Guidelines update-BC 3

1. Develop a formal process for reviewing and updating the Standard Operating Guidelines.
2. Ensure that there are appropriate standard operating guidelines included in the manual and that all topic areas are addressed.
3. Develop form and/or process to solicit input from personnel
4. Serve as the main point of contact for Fire Administration
5. Compile and provide recommended revisions to Fire Administration



Battalion Chief Projects 2017-2018

FireRMS administration-BC 5

1. Serve as the department's FireRMS administrator.
2. Update the FireRMS reference guide for company officers and BCs.
3. Compile and submit monthly updates to the NFIRS database
4. Research other FireRMS capabilities including but not limited to use of: the Daybook, Training tab and other tracking and scheduling applications.
5. Provide accurate FireRMS quarterly stats to the Business Administrator.

MOU/MOA updates/Warehouse Ordering Procedures-BC 6

1. Develop and propose updated processes for ordering and procurement to include: station supplies, PPE, replacement equipment, ordering catalog w/pictures and item numbers.
2. Review and coordinate the update of existing Memorandums of Agreement and Memorandums of Understanding with department assisting and cooperating agencies.
3. Research and lead the effort to establish additional MOA/MOUs where none are currently in place.
4. Research and lead the effort to establish additional Private Use Agreements with companies who can provide assistance on major incidents.