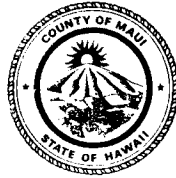


**ALAN M. ARAKAWA
MAYOR**



**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

February 14, 2017

OFFICE OF THE
COUNTY COUNCIL

2018 FEB 16 PM 12:38

RECEIVED

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

Alan Arakawa 2/16/18

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

OFFICE OF THE
COUNTY COUNCIL

2018 FEB 16 PM 12:39

RECEIVED

For Transmittal to:

Honorable Riki Hokama, Chair
and Members of the Budget and Finance Committee
200 South High Street
Wailuku, HI 96793

Dear Chair Hokama and Members:

SUBJECT: AMENDMENTS TO APPENDIX A, GRANT REVENUE-SCHEDULE OF GRANTS BY DEPARTMENTS AND PROGRAMS FOR FISCAL YEAR 2018 (DEPARTMENT OF FIRE AND PUBLIC SAFETY (NATIONAL DEVELOPMENT AND RESEARCH INSTITUTE, INC.)) (BF-61(13))

This letter is in response to your January 31, 2018 request for more information regarding the above subject.

1. *Provide a description of the program developed by the Department based on the scope of the grant. Provide an itemized budget for the program, indicating the use of the \$40,000 and weather additional funding will be required from the General Fund to establish the program.*

Our intent with National Development and Research Institutes, Inc. (NDRI) was to participate in a nationwide study and that had been completed in December 2017. We had been approached by NDRI as we have worked with them in years past. We are awaiting the results of the latest research. When the grants funds are approved, we intend to utilize the funding by supporting and supplementing the current physical activity and behavioral wellness activities that

our fire fighters currently participate in. I have attached a proposed budget list. We intend to start a program with the International Association of Fire Fighters and details of the program can be found at <http://client.prod.iaff.org/#contentid=40484>. It is difficult to predict future costs as it will depend on how many peer fitness trainers stay with the program in future years. We anticipate that it will not cost more than \$3,000 a year from the General Fund.

2. *Provide copies of any written agreements or permission received from the National Development and Research Institute, Inc. relating to the use of the grant funds.*

There are no written agreements related to the use of the funding other than the general agreement to receive the funding. I have attached a copy of the general agreement. The NDRI provided a "Potential Stipend Spending Opportunities" list that had come from other Departments and our list is in line with these suggestions.

If you have any questions, please contact my office at (808) 270-7561.

Sincerely,

A handwritten signature in black ink, appearing to read "Jeffrey A. Murray". The signature is stylized and cursive.

JEFFREY A. MURRAY
Fire Chief

Attachment – Exhibit A

Plan and Budget for the Establishment of a Peer Support Program for the Department of Fire and Public Safety

The stresses faced by fire service members throughout the course of their careers - incidents involving children, violence, inherent dangers of firefighting and other potentially traumatic events – can have a cumulative impact on mental health and well-being. Peer support programs have demonstrated to be an effective method for providing support to firefighters.

The National Fallen Firefighters Foundation (NFFF) has identified psychological support as one of its 16 life safety initiatives: *“Firefighters and their families must have access to consoling and psychological support.”*

Peer-support is the process of giving and receiving non-clinical assistance to achieve long-term recovery from behavioral health challenges. It is a powerful tool for firefighters to help one another manage the everyday stresses they experience on the job and in their personal lives. Support is provided by trusted peers who have had similar experiences and have been trained to provide emotional support, awareness, guidance, tips and an empathetic ear.

Plan

*Promote the concept of peer support by providing information through the department’s Training Bureau newsletters and through departmental e-mails. Also, too distribute peer support themed T-shirts to create interest in the program.

*Provide online computer based training for all members, as an introduction to peer support through the NFFF’s Fire Hero Learning Network. Employees

will complete three modules: Stress First Aid, Curbside Manner, and After Action Review.

*Establishment of a Peer Support Team with members strategically placed throughout the department's 14 stations. Team members will be trained through the International Association of Firefighter's (IAFF) Peer Support training program. To lay a foundation for the IAFF Peer Support Training, participants will complete an online IAFF Behavioral Health Awareness Course. The two-hour course is self-paced and tailored for the fire service.

Subsequently, members will participate in a two-day interactive course taught by experienced peers from the fire service and behavioral health clinicians. The IAFF Peer Support Training curriculum focuses on active listening skills, suicide awareness and prevention, crisis intervention, referrals to local resources and relationships with local behavioral health providers. Participants also learn how to build an effective peer program.

Instructors use small group learning methods and skill-building exercises to encourage student participation and mastery of the material.

*Educate department members on the importance of exercise and physical fitness in reducing psychological stress and maintaining good behavioral health by providing information through the departments Training Bureau's newsletters and through departmental e-mails.

Provide fitness equipment to stations that are in need of such equipment.

Budget

350 peer support T-shirts to promote the Fire Fighter Wellness Peer Support Program @ \$8 ea.	\$3,000
NFFF Fire Hero Learning Network online training for entire department (completed) 90% completed	\$0
IAFF Peer Support Training fee	\$7,500
Overtime for training MFD Peer Support Team (23 personnel)	\$15,000
Travel expense & per diem for 8 Lanai and Molokai members	\$2,500
6 Treadmills. 1 ea. for Kihei, Hana, Lanai, Pukoo, Kula and Wailea stations	\$12,000
TOTAL	\$40,000

**GRANT AGREEMENT FOR EVALUATION OF THE NFFF'S BEHAVIORAL HEALTH
STRESS FIRST AID INTERVENTION BETWEEN
NATIONAL DEVELOPMENT AND RESEARCH INSTITUTES, INC.
and
The County of Maui, through its Department of Fire and Public Safety ("Fire")**

It is agreed as follows between **National Development and Research Institutes, Inc. (NDRI)**, a New York State not-for-profit Corporation with its principal office located at 71 West 23rd Street, 4th Floor, New York, NY 10010 and **Fire (EIN 99-6000618)**, with its principal office located at ADDRESS: 313 Manea Place, Wailuku, HI 96793

**ARTICLE 1
SCOPE**

1.1 PROJECT

**"Evaluation of the NFFF's Behavioral Health Stress First Aid Intervention" FEMA EMW-2014-FP-00945, Project #649. CFDA 97.044
Sara Jahnke, PhD, Contact Principal Investigator**

1.2 STUDY

NDRI has asked **Fire** to provide feedback in connection with said research project. The specific services to be rendered by **Fire** are:

Department implementation of the SFAI including but not limited to all the activities listed on the SFAI training components and potential stipend spending opportunities

**ARTICLE 2
Grant Amount**

2.1 SITE FEE & PARTICIPATION

Fire will apply for reimbursement for use of its facilities and for the participation of staff. The maximum reimbursement of \$40,000 shall be distributed to **Fire** as follows:

- (1) \$20,000, reimbursement upon NDRI's receipt of a fully executed Agreement
- (2) \$20,000 reimbursement upon receipt of an invoice for the period October 2016 – August 2018

All reimbursements should be submitted electronically via email to Dr. Jahnke.

**ARTICLE 3
TERM AND TERMINATION**

3.1 TERM

This agreement is effective as of October 1, 2016, and shall continue in full force and effect until its termination on August 1, 2018

3.2 TERMINATION

Either party shall have the right to terminate or reverse this Agreement by giving thirty days written notice. However, issues of confidentiality may not be revoked at any time, regardless of termination. Payments will be prorated for the period accordingly.

**ARTICLE 4
PUBLICATION AND PROPRIETARY INFORMATION**

4.1 PROPRIETARY

All scientific data, research findings, materials, compilations and reports in connection with, or as a result of, this Agreement will be the sole property of NDRI.

4.2 PUBLICATION

Fire agrees that all information obtained by it in carrying out this Agreement shall be kept in confidence, and that it shall not issue any publicity release, or make any statement regarding the execution of, or the implementation of, this Agreement, without first obtaining written permission from NDRI, provided, however, that this paragraph shall not be deemed to prevent the making or preparing of such usual and ordinary reports as may be required by applicable law, or to carry out the day-to-day affairs of Fire.

**ARTICLE 5
CONFIDENTIALITY / HIPAA**

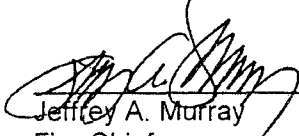
5.1 PROTECTED INFORMATION

To the extent applicable, all information pertaining to study participants will be held strictly private and confidential. The responsibilities, duties and obligations of the parties as set forth herein shall be subject to and in compliance with the provisions of all local, state, and federal laws relating to client confidentiality and private medical information as set forth in 42 U.S.C. 290dd, 42 CFR Part 2, and the Health Insurance Portability & Accountability Act ("HIPAA") of 1996, 42 U.S.C. 1320dd et seq., 45 CFR Parts 160 and 164, or otherwise. NDRI agrees to abide by these rules and uphold the strictest confidentiality standards at all times.


CONTACT INFORMATION:

<p>Fire Programmatic Contact: Matthew Mann FFIII Maui Fire Dept. Health & Safety Bureau 313 Manea Pl. Wailuku, HI 96793 T: 808.357.9388 E: matthew.mann@mauicounty.gov</p>	<p>NDRI Programmatic Contact: Sara Jahnke, PhD Principal Investigator NDRI The Center for Fire Rescue & EMS Health Research (CFREHR) 1920 West 143rd Street, Suite 120 Leawood, KS 66224 T: 913.681.0300 E: jahnke@ndri.org</p>
<p>Fire Bureau Fiscal Contact: Cindy Kagoshima; Business Administrator 200 Dairy Rd Kahului, HI 96732 T: 808.270.6237 E: cindy.kagoshima@mauicounty.gov</p>	<p>NDRI Fiscal Contact: Richard Carino NDRI 71 W. 23rd St., 8th Fl. New York, NY 10010 T: 212.845.4554 F: 212.845-4600 E: carino@ndri.org</p>

APPROVAL SIGNATURES:


Jeffrey A. Murray
Fire Chief
County of Maui, Department of Fire and Public Safety

5/11/2017
Date


Andrew Rosenblum, PhD
Executive Director,
National Development and Research Institutes, Inc.

5/22/2017
Date



Center For
FIRE, RESCUE & EMS
Health Research
National Development & Research Institutes, Inc.



Potential Stipend Spending Opportunities

Below are potential avenues for spending stipend funds, although decisions about allocation of resources is solely at the discretion of the department. Suggestions have come from departments previously or currently implementing behavioral health programs. Additional ideas for spending are welcome.

Possible Activity	Estimated Cost
Overtime expenses for training/meetings	Varies by department
In person consultation with East Hartford Fire Department on developing a behavioral health program.	Travel cost to/from Hartford, CT, hotel, \$500/day consultant fee for 2 trainers
IAFF Behavioral Health Peer Counselor Training	\$7500/30 firefighters
Posters/flyers about resources, trainings, etc.	Varies by department
Program incentives (e.g. mugs, tshirts, etc.)	Varies by product
Additional trainings with local/national companies	Varies by training
Attendance at conferences with discussion of or a focus on behavioral health among first responders.	Varies by conference