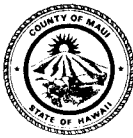


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Traci N. T. Fujita, Esq.

Deputy Director of Council Services
David M. Raatz, Jr., Esq.

COUNTY COUNCIL
COUNTY OF MAUI
200 S. HIGH STREET
WAILUKU, MAUI, HAWAII 96793
www.MauiCounty.us

April 6, 2022

Mr. Bradford Ventura, Chief
Department of Fire and Public Safety
County of Maui
Wailuku, Hawaii 96793

Dear Chief Ventura:

SUBJECT: FISCAL YEAR ("FY") 2023 BUDGET (FS-1) (BFED-1)

May I please request you be prepared to answer the following questions at the BFED Committee meeting held via BlueJeans on **April 7, 2022**.^{*} This will enable the Committee to comprehensively review the FY 2023 Budget. Please also submit your answers to bfed.committee@mauicounty.us by the end of the day on **April 8, 2022**. ^{*}*Date subject to change without notice.*

Overall

1. Is it a Department's priority to expedite the review of Affordable Housing Projects? (AL)
2. Based on the critical need for affordable housing and the inordinate length of time for these projects to receive reviews and approvals from most of the departments, what suggestions does your Department have to improve collaborative and coordinated efforts amongst pertinent departments to move these projects forward more expeditiously? (AL)
3. The following questions relate to grants (Page 264, Program Budget):
 - a. Does the Department have any designated grant writers or lobbyists? If so, how many? (AL) (SS)
 - b. Which position is assigned to grant writing responsibilities? (SS)

- c. How many grant applications were submitted in FY 2022? How many grants were funded in FY 2022? (SS)
- d. How much Federal or State grant funding did the Department receive in FY 2022 and for which grants? Does the Department anticipate receiving grant funds from either, or both, of these entities in FY 2023? Please explain its purpose. Are matching funds required for the release of these grant funds? (AL)
4. Please identify planned or pending CIPs that the Department would be able to initiate in phases or defer. Does the Department have any CIPs that are “shovel ready”? Which CIPs would require upfront funding? (AL)
5. Please explain why the Department is requesting the relocation of the Pā'ia Fire Station. (Page 755, Program Budget, CBS-1008) (MM)
6. Relating to Key Activity Goal 1.1, “Provide data and statistics on helicopter usage for fires, ocean rescues, mountain rescues, residents, and visitors,” please provide the number of helicopter rescue incidents in East Maui in FY 2022. (Page 258, Program Budget) (SS)
7. Please explain the need for Geotechnical/Structural Consultation and structural impact remediation for the Kaunakakai Fire Station. (Page 756, Program Budget, CBS-1003) (KRF)

Salaries and Wages (Category “A”)

1. The following questions relate to vacancies within the Department:
 - a. How many vacant positions currently exist? (KTK)
 - b. Please list the job titles of all vacant positions. (AL)
 - c. Please describe any difficulties or major obstacles with filling these positions. (AL) (SS)
 - d. Please describe any creative recruitment methods used and how effective they have been in filling vacancies. (AL)
2. The Department is requesting funding for 40.5 expansion positions. (Pages 244, 269, 274, 275, 277, Program Budget; Pages 8-1, 8-4, 8-20, 8-61, 8-

Mr. Bradford Ventura
April 6, 2022
Page 3

70 through 8-71, 8-84, 8-89, Budget Details; 9111008A-5101, 911412A-5101, 911777A-5101, 101075A-5101)

- a. What is the Department's plan to attract and retain high quality candidates for the new positions? (KTK)
 - b. What circumstances necessitate the proposed new positions? (KTK)
 - c. Will all expansion positions be filled by the end of FY 2023? If not, how long does the Department anticipate this process will take? (SS)
 - d. Please explain major obstacles for filling positions within the Department. (SS)
3. The Department is requesting one Building Maintenance Repairer II. expansion position. (Page 8-4, Budget Details, Index Code 911008A) (MM)
- a. Which island will this position primarily service?
 - b. Please list the Fire Stations most in need of this position.
4. The Department is requesting nine Ocean Safety Officer ("OSO") expansion positions for Pu'u Keka'a. (Page 8-70, Budget Details, Index Codes 911777A and 911777B)
- a. Are State funds available to subsidize these positions? (MM)
 - b. What is the target date to begin coverage at Pu'u Keka'a? (TP)
 - c. What will the hours of operation be? (TP)
 - d. If operational hours will require ten-hour days, will the West Maui OSO IV as Supervisor also be required to work ten-hour days? (TP)
 - e. Is the opening of Pu'u Keka'a tied to funding from the Maui County Transient Accommodations Tax ("MCTAT")? For example, if there is a decrease in MCTAT funding, would there be a decrease in coverage at Pu'u Keka'a versus at a County beach park since Pu'u Keka'a is an Ocean Recreation Management Area and not a County or State "beach park"? (TP)

Mr. Bradford Ventura
April 6, 2022
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5. Please provide the duties and minimum qualifications for the proposed Ocean Safety Bureau Chief expansion position. If a description is not available, why are 12 months of funding being requested? (Page 8-70, Budget Details, Index Code 911777A) (MM) (TP)
6. Please provide information on where the following positions will be stationed:
 - a. The 15 OSO expansion positions. (Pages 8-70 and 8-71, Budget Details, Index Code 911777A) (MM)
 - b. All OSO III positions. (Page 275, Program Budget) (TP)
7. The Department is asking for a total of 23 expansion positions with eight months funding. Does the Department anticipate that all of these positions will be filled by October 2023? (Page 275, Program Budget) (TP)
8. The Department is requesting \$119,020 in Ocean Safety premium pay. Is this funding needed to cover the Department's operations at Pu'u Keka'a and Mākena State Park? (Page 8-72, Budget Details, Index Code 911777A, Sub-Object Code 5215) (MM)
9. The hours of operation at Mākena State Park are 8 a.m.-6 p.m. (Page 277, Program Budget) (TP)
 - a. Will this incur two hours of overtime daily per position to staff the Park?
 - b. Are paid lunches included? If so, can OSOs leave the work site during their paid lunch?
 - c. Will OSOs be relocated from another district to Mākena State Park and be able to work the ten-hour day as well?
10. Please explain the difference in starting salaries for OSO II positions at Mākena State Park, which start at SR-17H and higher, as opposed to SR-17A for Pu'u Keka'a. (Page 8-84, Budget Details, Index Code 126819) (TP)
11. As listed in the Program Budget, page 40 lists 10 Ocean Safety Officer II positions and one Ocean Safety Officer III position, but

Mr. Bradford Ventura
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- page 277 lists 11 Ocean Safety Officer II positions. Which is correct?
(TP)
12. Please explain the need for the \$36,000 increase in premium pay for the Puko'o Fire Station. (Page 261, Program Budget, Index Code 911057A, Sub-Object Code 5125) (KRF)
 13. Please explain the position change from Fire Fighter I to Fire Captain at the Moloka'i Fire Station. (Page 8-24, Budget Details, Index Code 911057A, Sub-Object Code P-25803) (KRF)
 14. The Department is requesting \$42,008 for one Building Maintenance Repairer expansion position. (Page 248, Program Budget, Index Code 9111026A, Sub-Object Code 5101) (KRF)
 - a. Please describe the benefit of having an E/P as opposed to contracting this service out.
 - b. Would contracting this service out provide a cost savings to the County?
 - c. Is this E/P contingent on the approval of the 3/4-ton extra cab pick-up with pipe rack? (Index code 911008C, Sub-Object Code 7040)
 15. The FY 2022 Program Budget lists five OSO IV positions and one Training Captain position for FYs 2020 to 2022. The FY 2023 Program Budget lists four OSO IV positions and one OSO IV Training Captain position for FYs 2020 to 2022. (Page 259, FY 2022 Program Budget; Page 274, FY 2023 Program Budget) (TP)
 - a. Please explain the discrepancy.
 - b. Please provide the correct numbers for FY 2020-2023 and the assignment location for each OSO IV position.
 16. How does the Department determine the number of expansion positions needed per tower? Are there distinctions between towers that function on an eight- or ten-hour workday and those with or without a jet ski? (Pages 272 & 275, Program Budget) (TP)
 17. A ladder company requires one Captain, one Fire Fighter III, and three Fire Fighter III positions. Does the Department have a similar operating standard for the minimum number of OSO needed to staff

- a tower with a jet ski versus a tower without a jet ski? (Page 275, Program Budget) (TP)
18. Does the Department intend to promote an OSO or Firefighter to the Ocean Safety Battalion Chief position? Was funding for the Battalion Chief position included in the Department of Parks and Recreation's budget or the Department of Fire and Public Safety's budget prior to the transfer of the Ocean Safety Program in FY 2017? (Page 274, Program Budget) (TP)
19. The Program Budget has two rows of OSO III positions. (Page 274, Program Budget) (TP)
- a. Please describe the distinction, if any, between the two rows.
- b. What is the assignment and location for each OSO III?
- c. What is the total number of OSO positions?
20. Please detail the span of control for the following positions: Battalion Chief (Ocean Safety), Ocean Safety Bureau Chief, and Ocean Safety Operations Manager. (Page 274, Program Budget) (TP)
21. Will one of the OSO III positions be assigned to the Administration Program? If so, what is the span of control for this position? (TP)
22. The Department is requesting \$107,304 for a Fire Captain expansion position for the Fire Prevention Program. Will this position be able to assist with inspections and plans review? (Pages 8-61 and 8-62, Budget Details, Index Code 911412A) (TP)
- a. If so, please explain the request for an additional \$20,000 in premium pay to assist with inspections and plans review.
- b. If not, should this position be a Fire Fighter III or IV instead?
23. The Department is requesting \$66,144 for a Fire Fighter V expansion position for the Fire Prevention Program (Fire Fighter III - inspections, Fire Fighter IV - LT/Plans reviews) (Page 8-89 and 8-90, Budget Details, Index Code 101075A, Sub-Object Code 5215) (TP)
- a. Please explain the need for this position.

- b. Will this position be able to assist with inspections and plans review?

Operations and Equipment (Categories “B” and “C”)

1. Will the funding to repaint the lifeguard facilities at Hanakao‘o and D.T. Fleming Beach Parks assist in preventing saltwater damage to the structures? (Page 8-74, Budget Details, Index Code 911777B, Sub-Object Code 6135) (MM)
2. Please provide the following information on the additional coverage for Pu‘u Keka‘a: (Page 275, Program Budget)
 - a. How many towers are being proposed and at what locations? (TP)
 - b. Will the towers have jet skis? (TP)
 - c. Will the towers be constructed out of fiberglass or wood? (TP)
 - d. How will the towers and equipment be funded? (TP)
3. By how much did the annual contract for the larger helicopter increase and what is the higher hourly rate for the helicopter? (Page 261, Program Budget; Page 8-57, Budget Details, Index Code 911140B, Sub-Object Code 6112) (KTK)
4. What is the Department’s current policy on the replacement of large equipment? How is the estimated use life calculated and what is the criteria for replacement? (Pages 262 & 276, Program Budget; Pages 8-59, 8-60 & 8-76, Budget Details; Index Code 911076C, Sub-Object Code 6112 and Index Code 911777C, Sub-Object Code 7044) (KTK)
5. When equipment or vehicles are replaced, is there an opportunity to sell these assets to help cover the cost of replacements? If so, please describe the process. (Page 248, Program Budget, Index Code 911008C, Sub-Object Code 7039) (KRF)
6. The Department is requesting \$212,700 for turnout gear. (Page 8-17, Budget Details, Index Code 911255C, Sub-Object Code 7035)
 - a. Please explain the need for this request. (TP)
 - b. Is this Hazmat gear? (TP)

Mr. Bradford Ventura

April 6, 2022

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- c. Does the Department currently have an inadequate supply of turnout gear? (MM)
 - d. Is this a replacement request or are firefighters currently working without turnout gear? (TP)
 - e. Which Fire Stations will receive this gear? (MM)
7. The Department is requesting \$55,000 for drones. (Page 8-17, Budget Details, Index Code 911255C, Sub-Object Code 7044; Priority #17) (MM)
 - a. How many drones does the Department currently own?
 - b. Where would the requested drones be stationed?
8. The Department is requesting \$285,000 for a 4x4 mini pumper at both the Pā'ia and Nāpili Fire Stations. Are the current mini pumpers inoperable? (Page 8-59, Budget Details, Index Code 911032C and Index Code 911131C) (MM)
9. The Department is requesting \$57,500 for a 4WD pick-up truck for the South Maui district. Will this mainly be used at Mākena State Park? (Page 8-76, Budget Details, Index Code 911777C, Sub-Object Code 7040) (MM)
10. The Department is requesting \$57,000 for three side-by-side UTVs. Where will these be used? (Page 8-76, Budget Details, Index Code 911777C, Sub-Object Code 7048) (MM)
11. The Department is requesting \$220,000 for the replacement of the Kanahā Beach Park lifeguard towers 10A and 10B. (Page 8-76, Budget Details, Index Code 911777C, Sub-Object Code 7044)
 - a. Can these towers be used another year if funding is removed? (MM)
 - b. Does the funding for these towers include demolition and removal of the existing towers, shipping and installation of the new towers, and cost of necessary permits? (TP)
 - c. Will the replacement towers be fiberglass or wood? (TP)
 - d. How many people will each tower be able to accommodate? (TP)

Mr. Bradford Ventura
April 6, 2022
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12. The Department is requesting \$14,000 for two ATVs. Where will these be stationed? (Page 8-76, Budget Details, Index Code 911777C, Sub-Object Code 7048) (TP)
13. Key Activity Goal 3.1 is to “Provide personnel with fitness equipment necessary to maintain fitness while on duty.” Please provide information on the request for “large equipment for cardiovascular health” including how many pieces of equipment are being requested and what they will be used for. (Page 8-17, Budget Details, Index Code 911255C, Sub-Object Code 7044) (TP)
14. The Department is requesting \$410,000 for repairs and maintenance of buildings. (Page 8-51, Budget Details, Index Code 911076B, Sub-Object Code 6135) (TP)
 - a. The FY 2022 Program Budget stated these funds would be used for the resurfacing of an apparatus bay for Kahului (\$160,000), Hana (\$80,000), and Kula (\$80,00) Fire Stations; and locker improvement at various stations (\$180,000). Were these projects completed?
 - b. Please provide a breakdown for how these funds will be used in FY 2023.
15. The Department is requesting \$85,000 for a 3/4-ton extra cab pick-up with pipe rack for the Building Maintenance Repairer position. (Page 8-10, Budget Details, Index Code 911008C, Sub-Object Code 7040; Priority #16) (TP)
 - a. What type of vehicle does the Building Maintenance Repairer currently use?
 - b. If this request is approved, what will the existing vehicle be used for?
16. Please explain the \$25,000 request for small equipment under \$1,000. (Page 8-51, Budget Details, Index Code 911076B, Sub-Object Code 6060) (TP)

Thank you for your attention to this request. Should you have any questions, please contact me or the Committee staff (Lesley Milner at ext. 7886, Jerry Paredes at ext. 7140, or Yvette Bouthillier at ext. 7758).

Mr. Bradford Ventura
April 6, 2022
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Sincerely,



KEANI N.W. RAWLINS-FERNANDEZ, Chair
Budget, Finance, and Economic
Development Committee

bfed:2023bgt:220403afs01:pmg

cc: Mayor Michael P. Victorino
Budget Director

BFED Committee

From: BFED Committee
Sent: Wednesday, April 6, 2022 4:29 PM
To: Bradford Ventura
Cc: BFED Committee; 'Michelle Santos'; 'Zeke Kalua'; michele.yoshimura@co.maui.hi.us
Subject: PLEASE READ attached letter re: FISCAL YEAR ("FY") 2023 BUDGET (BFED 1) (FS-1)
Attachments: (FS-1) Correspondence to Fire and Public Safety.pdf

Mr. Ventura: Please refer to the attached letter from the Budget, Finance, and Economic Development (BFED) Committee Chair, dated .

Mayor's Office (attention: Michelle Santos and Zeke Kalua): Please forward the attached letter to Mayor Victorino.

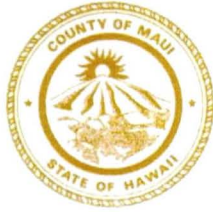
Ms. Yoshimura: FYI

Thank you,
Yvette Bouthillier, Secretary
BFED Committee

MICHAEL P. VICTORINO
Mayor

BRADFORD K. VENTURA
Fire Chief

GAVIN L.M. FUJIOKA
Deputy Fire Chief



DEPARTMENT OF FIRE & PUBLIC SAFETY
COUNTY OF MAUI
200 DAIRY ROAD
KAHULUI, HI 96732

April 14, 2022

Ms. Michele M. Yoshimura
Budget Director, County of Maui
200 South High Street
Wailuku, HI 96793

APPROVED FOR TRANSMITTAL

Michael P. Victorino 4/14/22

Mayor Date

Honorable Michael P. Victorino
Mayor, County of Maui
200 South High Street
Wailuku, HI 96793

For Transmittal to:

Honorable Keani Rawlins-Fernandez
Chair, Economic Development & Budget Committee
Maui County Council
200 South High Street
Wailuku, HI 96793

Dear Chair Rawlins-Fernandez,

SUBJECT: FISCAL YEAR (FY) 2023 BUDGET (FS-1) (BFED-1)

The Department of Fire & Public Safety has received your letter dated April 6, 2022 regarding the subject above. Please see our response below.

OVERALL

1. Is it a Department's priority to expedite the review of Affordable Housing Projects? (AL)

Plans review projects are prioritized primarily based on submission date as we are required to complete reviews within thirty days. Unfortunately, there are many

instances when we are unable to meet the thirty-day deadline which is why we requested additional personnel for our Fire Prevention Bureau including a Fire Fighter IV whose primary responsibilities will be plans review.

However, affordable housing projects are able to apply for fast-track approval through the Building Permit Office in which case we will do our best to approve their request within 15 business days.

2. Based on the critical need for affordable housing the inordinate length of time for these projects to receive reviews and approvals from most of the departments, what suggestions does your Department have to improve collaborative and coordinated efforts amongst pertinent departments to move these projects forward more expeditiously? (AL)

The County's new MAPPS software program which is set to begin service this month is a step in that direction. Our personnel were instrumental in the development of the MAPPS program and have devoted many hours to training. Our best recommendation to improve collaboration and coordination across pertinent departments is the addition of a second Fire Captain position assigned to the Fire Prevention Bureau, as this falls squarely within the position's duties.

3. The following questions relate to grants (Page 264, Program Budget):
 - a. Does the Department have any designated grant writers or lobbyist? If so, how many? (AL) (SS)

No, we do not have any positions dedicated to grant writing. The Department has a Grant Writing Cadre consisting of four firefighters who have stepped up to help us identify and apply for grants. The firefighters work on grant projects during their downtime (while on duty) at the fire station and are paid overtime as necessary.

- b. Which position is assigned to grant writing responsibilities? (SS)

The Department does not have a dedicated grant writer position. Our grant writing is completed by firefighters.

- c. How many grant applications were submitted in FY 2022? How many awards were funded in FY 2022? (SS)

In Fiscal Year (FY) 2022, we have submitted 11 grant applications and have been awarded two – one with the State of Hawai'i, Department of Transportation (SOH

DOT) and one with the State of Hawai'i, Department of Land and Natural Resources (SOH DLNR).

- d. How many Federal and State grant funding did the Department receive in FY 2022 and for which grants? Does the Department anticipate receiving grant funds from either, or both, of these entities in FY 2023? Please explain its purpose. Are matching funds required for the release of these grants funds? (AL)

The Department is still waiting on the notice of award for most of the grants we applied for in FY 2022. Currently, the Department has received \$94,105 from SOH DOT. The Department has also received \$723,468 from the SOH DLNR for six-months of lifeguard services provided at Makena State Beach Park. The Department anticipates funding from both entities in FY 2023.

In FY 2023, the Department hopes to receive \$44,000 from the SOH DOT to purchase battery-powered extrication equipment. We also hope to receive at least \$1,610,237 for continuing lifeguard services at Makena State Beach Park. This amount would pay for approximately a full year of services not including salary increases mandated by the Collective Bargaining Agreement, overtime, etc.

These grants do not require matching funds but are awarded on a reimbursement basis.

4. Please identify planned or pending CIPs that the Department would be able to initiate in phases or defer. Does the Department have any CIPs that are "shovel ready"? Which CIPS would require upfront funding? (AL)

CIPs are completed in phases which generally include site selection and consulting, land appraisal/acquisition, facility design/planning, and finally construction/completion. Many of our planned projects, including the West Maui fire stations, relocation of the Paia and Kihei Fire Stations, and fire department's headquarters (including fire station, training center, and administrative building) proposed for Waikapu have already been deferred.

Haiku Fire Station will be implemented in phases. The proposed budget is for the planning/design phase.

The apparatus bay projects for Ho'olehua and Lanai Fire Stations are "shovel ready."

All CIPs require up-front funding, as funds need to be encumbered before entering into contracts.

5. Please explain why the Department is requesting the relocation of Paia Fire Station. (Page 755, Program Budget, CBS-1008) (MM)

As part of our managed retreat plan, we are requesting the relocation of the station because it is within the flood zone.

6. Relating to Key Activity Goal 1.1, "Provide data and statistics on helicopter usage for fires, ocean rescues, mountain rescues, residents, and visitors," please provide number of helicopter rescue incidents in East Maui in FY 2022. (Page 258, Program Budget) (SS)

Thus far, we have responded to 15 helicopter rescue incidents in East Maui for a total of 22.3 helicopter hours.

7. Please explain the need for Geotechnical/ Structural Consultation and structural impact remediation for the Kaunakakai Fire Station. (Page 756, Program Budget, CBS-1003) (KRF)

There are cracks in the concrete and grout lines are expanding and there is a dirt erosion at the base of the retaining wall. To determine the extent of the problem and required solutions, we will require input from qualified consultants.

SALARIES AND WAGES (CATEGORY "A")

1. The following questions relate to vacancies with the Department:

- a. How many vacant positions currently exist? (KTK)

Currently, the Department has 25 vacancies.

- b. Please list the job titles of all vacant positions. (AL)

1 – Battalion Chief of Ocean Safety

7 – Fire Fighter IIs

8 – Fire Fighter Is

6 – Ocean Safety Officer I

3 – Support Staff (Account Clerk III, Storekeeper I, and Fire Equipment Mechanic)

- c. Please describe any difficulties or major obstacles with filling these positions. (AL) (SS)

The Department has encountered multiple issues with Workday including reallocating and filling vacant positions.

- d. Please describe any creative recruitment methods used and how effective they have been in filling vacancies. (AL)

The Department has never had issues with attracting quality candidates for the Fire Fighter Trainee position. For the Ocean Safety Officer I (recruit), the Department ran ads over the radio and social media in the hopes of widening the base of qualified applicants.

2. The Department is requesting funding for 40.5 expansion positions. (Page 244, 269, 274, 275, 277, Program Budget; Page 8-1, 8-4, 8-20, 8-61, 8-70 through 8-71, 8-84, 8-89, Budget Details; 911008A-5101, 911412A-5101, 911777A-5101, 101075A-5101)

- a. What is the Department's plan to attract and retain high quality candidates for new positions? (KTK)

The Department has not experienced any difficulty in attracting and retaining high quality candidates so we will continue with our current process.

- b. What circumstances necessitate the proposed new position? (KTK)

The expansion positions are for staffing a proposed new tower at Pu'u Keka'a (the most dangerous beach in the state) and for expanding services from 8-hour work shifts to 10-hour work shifts so we can staff towers closer to sunset (our beaches and shorelines are heavily populated after our current closing time of 4:45pm.)

In addition to the expansion positions for Pu'u Keka'a, the Department has requested a Fire Captain and Fire Fighter IV for the Fire Prevention Bureau. Please refer to question # 22 for further justification on these expansion positions. The Department has also requested for a second Building Maintenance Repairer. Please refer to question # 3 and # 14 of this section for further justification regarding the Building Maintenance Repairer II.

- c. Will all expansion positions be filled by the end of FY 2023? If not, how long does the Department anticipate this process will take? (SS)

Yes, all positions should be filled by June 30, 2023. The Department hopes to fill all expansion positions by the end of calendar year 2022.

- d. Please explain major obstacles for filling positions with the Department. (SS)
Along with the issues encountered within Workday, the Department has had issues with creating additional 9000 series positions which allow the Department to interview a larger section of candidates.

3. The Department is requesting one Building Maintenance Repairer II expansion position. (Page 8-4, Budget Details, Index Code 911008A) (MM)

- a. Which island will this position primarily service?

Given the significant majority of our facilities are on Maui, the proposed Building Maintenance Repairer II will primarily service the island of Maui, he will however be able to travel to Lanai and Moloka'i as needed.

- b. Please list the Fire Stations most in need of this position.

This position will be available to service all of our facilities on Maui, Molokai, and Lanai including 14 fire stations, 12 ocean safety towers, multiple administrative buildings, two warehouses, the mechanic shop, and the Joint Training Center (JTC).

4. The Department is requesting nine Ocean Safety Officer (OSO) expansion positions for Pu'u Keka'a. (Page 8-70, Budget Details, Index Codes 911777A and 911777B)

- a. Are State funds available to subsidize these positions? (MM)

While the State of Hawai'i has expressed general support for the project, we have not confirmed any financial commitment to subsidize the funding of these positions. Note: Pu'u Keka'a is not a state beach park.

- b. What is the target date to begin coverage in Pu'u Keka'a? (TP)

The Department's projected timeline has the date of hire for 24 Ocean Safety Officer Is as October 16, 2022 barring any unforeseen circumstances with the recruitment process. Recruit class is approximately 12 weeks. This timeline will allow for personnel, equipment, and tower to be in place by the end of January 2023.

- c. What will the hours of operation be? (TP)

Officers assigned to Pu'u Keka'a will be placed on a 4/10 schedule. Hours will vary seasonally to ensure closing time is near sunset.

- d. If operational hours will require ten-hour days, will the West Maui OSO IV as Supervisor be required to work ten-hour days? (TP)

The Department plans to have all Ocean Safety Officers, including (Captains), working 10-hour shifts. If this plan does not materialize, and the West District Captain remains on their current 8-hour shift, we may offer Temporary Assignment (TA) for the hours when the Captain is off-duty.

- e. Is the opening of Pu'u Keka'a tied to the funding from the Maui County Transient Accommodations Tax (MCTAT)? For example, if there is a decrease in MCTAT funding, would there be a decrease in coverage at Pu'u Keka'a versus at a County beach park since Pu'u Keka'a is an Ocean Recreation Management Area and a not a County or State "beach park"? (TP)

MCTAT revenue is received in the General Fund. Funding for Pu'u Keka'a proposed is from the County's General Fund. If MCTAT funding were to disappear or be substantially less than anticipated, we would hope to keep all our towers staffed, including Pu'u Keka'a, which has been identified as one of the most dangerous beaches in the state year after year. We do not anticipate closing towers at any County beach park before closing the Pu'u Keka'a tower.

5. Please provide the duties and minimum qualification for the proposed Ocean Safety Bureau Chief expansion position. If a description is not available, why are 12 months of funding being requested? (Page 8-70, Budget Details, Index Code 911777A) (MM) (TP)

Please see the position description and minimum qualification (Exhibit "1"). If funding is approved for 12 months, we will begin the process of creating the position in Workday upon passage of the Budget bill. We hope to promote on July 1, 2022.

6. Please provide information on where the following positions will be stationed:
 - a. The 15 OSO expansion position. (Page 8-70 and 8-71, Budget Details, Index Code 911777A) (MM)

The expansion positions will be assigned to Pu'u Keka'a as well as each of the other towers in order to expand services from 8-hour shifts to 10-hour shifts.

- b. All OSO III positons. (Page 275, Program Budget) (TP)
 1. **LG-A: Administration/ Health & Safety**
 2. **LG-2A: Baldwin Beach**
 3. **LG-2B: Ho'okipa Beach**
 4. **LG-3: Hanakao'o Beach**
 5. **LG-3B-1: Pu'u Keka'a**
 6. **LG-3B-2: Pu'u Keka'a**
 7. **LG-6A: Kamaole Beach I**

- 8. **LG-6B: Kamaole Beach II**
- 9. **LG-10: Kanaha Beach**
- 10. **LG-11: D.T. Fleming Beach**
- 11. **LG-14: Makena (Grant Funded)**
- 12. **LG-T: Training**

7. The Department is asking for a total of 23 expansion positions with eight-month funding. Does the Department anticipate that all of these positions will be filled by October 2023? (Page 275, Program Budget) (TP)

Assuming the eight-month funding will begin in October 2022 (not 2023), the Department's projected timeline has the date of hire for 24 Ocean Safety Officer Is as October 16, 2022 barring any unforeseen circumstances with the recruitment process.

Note: The Department intends to hold three recruit classes this calendar year. The first class started on April 1st, the second is projected to begin on July 16th, and the third is October 16th.

8. The Department is requesting \$119,020 in Ocean Safety premium pay. Is this funding needed to cover the Department's operations at Pu'u Keka'a and Makena State Park? (Page 8-72, Budget Details, Index Code 911777A, Sub-Object Code 5215) (MM)

This premium pay covers all overtime incurred by all positions excluding those assigned to Makena State Beach Park.

9. The hours of operation at Makena State Park are 8am – 6pm. (Page 277, Program Budget) (TP)

- a. Will this incur two hours of overtime daily per position [assigned] to the Park?

No. Contingent upon funding approval for the required positions and consultation with the HGEA, the Department hopes to shift the schedules for all OSOs to a 4/10 schedule. OSOs would not incur overtime while maintaining the hours of operations at Makena State Beach Park.

- b. Are paid lunches included? If so, can OSOs leave the work site during their paid lunch?

On a 4/10 schedule, OSOs will be entitled to a 45-minute unpaid lunch break during which they may leave the work site. Unpaid lunch breaks is the current practice for all employees.

- c. Will OSOs be relocated from another district to Makena State Park and be able to work the ten-hour day as well?

If we are unable to change all OSOs to a 4/10 schedule, OSOs on a 5/8 schedule who are required to relocate would be paid overtime as necessary to maintain the hours of operations of Makena State Beach Park, providing funds are available through the grant.

10. Please explain the difference in starting salaries for OSO II position at Makena State Park, which start at SR-17H and higher, as opposed to SR-17A for Pu'u Keka'a. (Page 8-84, Budget Details, Index Code 126819) (TP)

Following the early termination of lifeguard services at Makena State Beach Park, the positions assigned were deactivated. Upon the renewal of lifeguard services, the Department reactivated the positions and offered OSOs the opportunity to transfer to Makena State Beach Park. The longevity of these employees contribute to the SR-17H salary range. When projecting salaries, the Department used a higher SR-level to ensure the department received full reimbursement for services at Makena State Beach Park.

For Pu'u Keka'a we will need to create new Ocean Safety Officer I positions (SR-17A). While it is highly likely that incumbents will request to transfer to Pu'u Keka'a what we need to add to the budget is entry level positions to cover the resulting vacancies.

11. As listed in the Program Budget, page 40 lists 10 Ocean Safety Officer II positions and one Ocean Safety Officer II position and Ocean Safety Officer III position, but page 277 lists 11 Ocean Safety officer II positions. Which is correct? (TP)

For grant revenue positions assigned to Makena State Beach Park, there are 10 full-time and one half-time Ocean Safety Officer II, one Ocean Safety Officer III (Lieutenant), and one Ocean Safety Officer IV (Captain). The Budget Office will make the correction in the adopted version of the Program Book.

12. Please explain the need for the \$36,000 increase to premium pay for the Puko'o Fire Station. (Page 261, Program Budget, Index Code 911057A, Sub-Object Code 5125) (KRF)

The Department's proposal involves reallocation of the current Fire Fighter Is to Fire Captains assigned to Puko'o Fire Station. Please see question 13 below for further justification on this reallocation.

If the reallocation is approved, the Department estimates approximately \$36,000 in premium pay per year to cover Rank-for-Rank Recall (overtime) as dictated by the Unit 11 Collective Bargaining Agreement.

13. Please explain the position change from Fire Fighter I to Fire Captain at the Molokai Fire Station. (Page 8-24, Budget Details, Index Code 911057A, Sub-Object Code P-25803) (KRF)

The Department is proposing a change to the outdated staffing model currently being utilized at Puko'o Fire Station. Historically, one Fire Fighter III and one Fire Fighter I has been assigned to Puko'o Fire Station. At every other station, companies are supervised by a Fire Captain which means Puko'o has not had a proper supervisor. To remedy this situation, the Department proposes to reallocate the position to ensure a Fire Captain and Fire Fighter III are assigned at Puko'o Fire Station.

14. The Department is requesting \$42,008 for one Building Maintenance Repairer expansion position. (Page 248, Program Budget, Index Code 911026A, Sub-Object Code 5101)
 - a. Please describe the benefit of having an EIP as opposed to contracting this service out.

The primary benefit of having a second BMR as opposed to continuing to contract services is that they pay for themselves multiple times over each year, resulting in a net financial gain for the County. Every project he works on is completed for considerably less money (and in less time) than would be spent on a contractor. As an example, in his first week of employment our current BMR completed a project for a few hundred dollars and three days of labor. The bid we received for the same project was almost \$25,000.

In addition to the cost savings, a second BMR will alleviate the time and work involved in hiring third party contractors (i.e. bids, vendor compliance, purchase orders, etc.)

Furthermore, the addition of a second BRM will more than double the productivity of our current BMR, as many projects can be done so much more efficiently with a second pair of trained hands.

- b. Would contracting this service out provide a cost savings to the County?

No, contracting services out will cost the county much more money than a BMR's salary.

- c. Is this E/P contingent on the approval of the ¾ ton extra cab pickup with pipe rack?
 (Index Code 911008C, Sub-Object Code 7040)

No, the Department still needs the second BMR position regardless of whether we get the most effective vehicle. However, we will get the most for our money if we provide our BMRs with vehicles that best fit their needs.

- 15. The FY 2022 Program Budget lists five OSO IV positions and one Training Captain position for FYs 2020 to 2022. The FY 2023 Program lists four OSO IV positions and one OSO IV Training Captain position for FYs 2020 to 2022. (Page 259, FY 2022 Program Budget; Page 274, FY 2023 Program Budget) (TP)

- a. Please explain the discrepancy.

For FY 2022 Program Budget page 259 of the Mayor’s Proposed reflects five OSO IV positions for FY 2020 to FY 2022. Page 283 of the Council Adopted version has three for FY 2020, and four each for FY 2021 and FY 2022. The Training Captain remains the same in both versions for FY 2020 to FY 2022, as one position. (Exhibit “2”) The positions reflected on the respective pages are from the General Fund and does not include Makena. Furthermore, page 274 will be corrected to reflect the three positions for FY 2020.

- b. Please provide the correct number for FY 2020 – 2023 and the assignment location for each OSO IV position.

Ocean Safety Officer IVs were assigned to the following districts per fiscal year:

FY 2020	FY 2021	FY 2022	FY 2023
Training	Training	Training	Training
West	West	West	West
North	North	North	North
South	South	South	South
Makena (Grant)*	Ho’okipa	Ho’okipa	Ho’okipa
			Makena (Grant)***

***State of Hawai’i, Department of Land and Natural Resources terminated the MOA effective 4/11/2020 due to lack of funding.**

*****Pending funding from State of Hawai’i, Department of Land and Natural Resources**

16. How does the Department determine the number of expansion positions needed per tower? Are there distinctions between towers that function on an eight- or ten-hour workday or those with or without a jet ski? (Page 272 & 275, Program Budget) (TP)

The general formula we have employed is as follows:

Towers on Beach	With/ Without RWC	Schedule: 4/10 or 5/8	Personnel
One	With RWC	4/10	8 – 9
One	With RWC	5/8	7
One	Without RWC	4/10	5 – 5.5
One	Without RWC	5/8	4 – 4.5
Two	With RWC	4/10	10 – 10.5
Two	With RWC	5/8	9 – 9.5

17. A ladder company requires one Captain, one Fire Fighter III, and three Fire Fighter III positions. Does the Department have a similar operating standard for the minimum number of OSO needed to staff a tower with a jet ski versus a tower without a jet ski? (Page 275, Program Budget) (TP)

Although there is no national or state-wide standard, the Department has adopted minimum staffing guidelines for the Ocean Safety Bureau. The guidelines specify:

- **“Target Staffing” (accomplished by relocating personnel)**
 - Towers with RWC require 3 personnel
 - Towers without RWC requires 2 personnel
- **“Minimum Staffing” (accomplished by calling back personnel – overtime)**
 - Towers with RWC
 - West District: 3 at one tower, 2 at the other tower
 - North District: 3 at Kanaha, 2 at Baldwin
 - South District: 2
 - Ho’okipa District: 2 + Captain
 - Makena District: 2 + Captain
 - Towers without RWC
 - 10B: 1
 - 6B, 6C, AND 2C: 2
 - 14A: 2
 - There are guidelines specifying required adjustments when staffing falls below minimum. These include offering a “working lunch” for any tower that will be below minimum for the day.

Call backs are offered to ensure we have one OSO IV (Captain) in each district, one OSO III at each beach, and to ensure that we have at least once certified Rescue Watercraft

Operator at each tower with a RWC, along with one trained crew person available to accompany them.

18. Does the Department intend to promote an OSO or Firefighter to the Ocean Safety Battalion Chief position? Was funding for the Battalion Chief position included in the Department of Parks and Recreation's budget or the Department of Fire & Public Safety's budget prior to the transfer of the Ocean Safety Program in FY 2017? (Page 274, Program Budget) (TP)

The intent behind our proposal for an Ocean Safety Chief as opposed to a Battalion Chief of Ocean Safety is to allow a chief-level position to be filled via promotion of an Ocean Safety Officer.

19. The Program Budget has two rows of OSO III positions. (Page 274, Program Budget) (TP)
- a. Please describe the distinction, if any, between the two rows.

There is no distinction between the two lines and will be corrected in the Council adopted version of the Program Book.

- b. What is the assignment and location for each OSO III?

The proposed budget includes 12 Ocean Safety Officers IIIs, 11 from the general fund and one that is grant funded.

1. LG-A: Administration/ Health & Safety
2. LG-2A: Baldwin Beach
3. LG-2B: Ho'okipa Beach
4. LG-3: Hanakao'o Beach
5. LG-3B-1: Pu'u Keka'a
6. LG-3B-2: Pu'u Keka'a
7. LG-6A: Kamaole I
8. LG-6B: Kamaole II
9. LG-10: Kanaha Beach
10. LG-11: D.T. Fleming Beach
11. LG-14: Makena (Grant Funded)
12. LG-T: Training

- c. What is the total number of OSO positions?

There are 72 Bargaining Unit 15 positions assigned to the Ocean Safety Bureau including the Ocean Safety Operations Manager and grant funded positions

assigned to Makena State Beach Park. Note: This does not include the Battalion Chief of Ocean Safety and Staff Service Assistant positions.

20. Please detail the span of control for the following positions: Battalion Chief (Ocean Safety), Ocean Safety Bureau Chief, and Ocean Safety Operations Manager. (Page 274, Program Budget) (TP)

Contingent upon funding for the requested expansion positions, the Department plans a reorganization which will reassign the Battalion Chief of Ocean Safety to oversee the Fire Prevention, Health & Safety, and Training Bureaus. The Ocean Safety Bureau Chief would supervise the Ocean Safety Operations Manager, Ocean Safety Training Division, and the Staff Services Assistant. The Ocean Safety Operations Manager would continue to supervise the five district Ocean Safety Officer IVs (Captains). Please see the Organization Chart (Exhibit “3”).

21. Will one of the OSO III positions be assigned to the Administrative Program? If so, what is the span of control for this position? (TP)

The proposed Ocean Safety Officer III will be assigned as part of the support staff within the Ocean Safety Bureau and will not have direct and routine supervisor responsibilities. This position would function similarly to the current Ocean Safety Officer III assigned to the Ocean Safety Training Division. The responsibilities would include a variety of supervisory-level functions including:

- **HIOSH-compliance and other health and safety program such as:**
 - **Exposure control and blood-borne pathogens training and documentation**
 - **Respiratory protection program review and maintenance**
 - **Hazard communication program review and maintenance**
 - **CISM**
 - **Management and continued development of our medical evaluation program**
- **Maintain Ocean Safety Division Inventory**
- **Assist with training including RWC, OWLG recertification, etc.**
- **Assist with public education events including the Junior Lifeguard Program**
- **Covers tower in instances of extreme staffing shortages**

22. The Department is requesting \$107,304 for a Fire Captain expansion position for the Fire Prevention Program. Will this position be able to assist with inspections and plans review? (Page 8-61 and 8-62, Budget Details, Index Code 911412A) (TP)

- a. If so, please explain the request for an additional \$20,000 in premium pay to assist with inspections and plans review.

No, the Fire Captain would not be responsible for conducting inspections and plans review; those activities are carried out by the Fire Fighter IIIs and Fire Fighter IVs respectively. The addition of this Fire Captain would provide assistance by taking on captain-level duties currently being completed by Fire Fighter IVs which detract from time spent on plans review.

The Fire Prevention Bureau faces a number of major challenges. The most glaring is the backlog of inspections and plans review. Per state law, we are required to inspect every commercial occupancy at least once every five years and County rules dictate plans review need to be completed within 30 days. We are falling short of both these requirements. In our attempt to remedy these shortfalls, we have created additional positions over the past few years. While these positions have helped with the shortfalls, they have led to span-of-control issues. Currently, there is one Fire Captain overseeing a bureau of eleven personnel responsible for plans reviews, building inspections, fire investigations, public education, brush abatement, etc. There is also an ever present need to train personnel which is exacerbated by the frequent turnover of personnel. While new personnel are undergoing training, they are unable to contribute effectively.

It is worth noting that the only time the Fire Prevention Bureau was able to make considerable progress in the development of new initiatives was when our current Fire Captain was able to shadow the previous Fire Captain for a few months, during which time there are effectively two Fire Captains in the Bureau. While this was only temporary, the net result showed the Bureau was able to function much more effectively and made steady progress. This ended up serving as a successful experiment proving the value of a second Fire Captain at the Fire Prevention Bureau.

Incidentally, by way of comparison, City and County of Honolulu has a Battalion Chief and seven Fire Captains assigned to their Fire Prevention Bureau. Of course, their demands are greater than ours but not by so much that they need eight times the overhead that we do. Hawai'i County has a population close to Maui's and they have a Battalion Chief and two Fire Captains assigned to their Fire Prevention Bureau, with plans to add a third Fire Captain.

The additional personnel and premium pay (which will primarily be used by the Fire Fighter IIIs and Fire Fighter IVs), will help the Bureau to catch up on their backlog. The premium pay funds will also cover overtime costs associated with our community events and after-hour fire investigation.

- b. If not, should this position be a Fire Fighter III or IV instead?

In order to meet the demands of plans review we have also requested a Fire Fighter IV.

23. The Department is requesting \$66,144 for a Fire Fighter V expansion position for the Fire Prevention Program. (Fire Fighter III – inspections, Fire Fighter IV – LT/Plans reviews) (Page 8-89 and 8-90, Budget Details, Index Code 101075A, Sub-Object Code 5215) (TP)

a. Please explain the need for this position.

The position was erroneously listed as a FF V. The position is for a Fire Fighter IV (Lieutenant) who would be primarily assigned to plans review. They would also assist with investigations, inspections, and/or public education. The correction will be made in the Council adopted budget.

b. Will this position be able to assist with inspections and plans review?

Yes, the primary responsibilities will be plans review and they would assist with inspections as necessary.

OPERATIONS AND EQUIPMENT (CATEGORIES “B” AND “C”)

1. Will the funding to repaint the lifeguard facilities at Hanakao’o and D.T. Fleming Beach Parks assist in preventing saltwater damage to the structures? (Page 8-74, Budget Details, Index Code 911777B, Sub-Object 6135) (MM)

Yes, by providing the tower with a fresh coat of paint the life of the tower will be extended and the wooden portions will be protected from the harsh elements of nature.

2. Please provide the following information on the additional coverage for Pu’u Keka’a: (Page 275, Program Budget)

a. How many towers are being proposed and at what locations? (TP)

The Department is proposing one tower and has identified a location on the Sheraton Maui Resort and Spa’s property that we believe is best, given the seasonal beach erosion typical of the area.

b. Will the towers have jet skis? (TP)

Yes, we plan to incorporate a jet ski as it will be needed for rapid access to the back side of the Black Rock and other areas. The West District is our busiest for

RWC operations so we would not be able to rely on jet skis assigned to other beaches in the district.

- c. Will the towers be constructed out of fiberglass or wood? (TP)

The Department anticipates the use of a wooden tower, although fiberglass has not been ruled out.

- d. How will the towers and equipment be funded? (TP)

The Department has received a verbal commitment from the Sheraton Maui Resort and Spa and Ka'anapali Operators Association to fund these items. The Department hopes to contribute to the labor by providing architectural drawings and using our two BMRs (assuming funding for the second BMR is approved) to contribute labor and its construction.

3. By how much did the annual contract for the larger helicopter increase and what is the higher hourly rate for the helicopter? (Page 261, Program Budget; Page 8-57, Budget Details, Index Code 911140B, Sub-Object Code 6112) (KTK)

The annual helicopter contract increased by \$1,275,000 and the hourly rate will be \$1,100 effective July 1, 2022.

4. What is the Department's current policy on the replacement of large equipment? How is the estimated use life calculated and what is the criteria for replacement? (Page 262 & 276, Program Budget; Page 8-59, 8-60 & 8-76, Budget Details; Index Code 911076C, Sub-Object Code 6112 and Index Code 911777C, Sub-Object Code 7044) (KTK)

The Department uses a vehicle scoring matrix to determine the replacement of a fire apparatus. The matrix is based on age, mileage, engine hours, type of service, maintenance and repair cost, reliability and conditions. Fire apparatus including engines, ladders, and tankers have a 20-year lifespan, utility vehicles including minis have a 15-year lifespan, and rescue watercraft/UTVs/ATVs have a 3 to 5-year lifespan. The Department begins the replacement process for large equipment (fire apparatus) at 8 to 10 years based on the criteria listed. The current manufacturers build time is approximately 2 to 3 years before delivery of new apparatus.

5. When equipment or vehicles are replaced, is there any opportunity to sell these assets to help cover the cost of replacements? If so, please describe the process. (Page 248, Program Budget, Index Code 911008C, Sub-Object Code 7039) (KRF)

Once the vehicle is replaced from front line service it will be assigned to our relief fleet. As the vehicle ages it will be transferred to the Joint Training Center (JTC) for training and prop use before disposal. The Department does not generally sell any vehicles because we use vehicles until the end of life. If our Department has a vehicle that can no longer be used, we would consider selling as an option.

6. The Department is requesting \$212,700 for turnout gear. (Page 8-17, Budget Details, Index Code 911255C, Sub-Object Code 7035)

- a. Please explain the need for this request. (TP)

In light of the growing body of research demonstrating the buildup of carcinogens in turnout gear and the need for regular and frequent cleaning to reduce exposure, it is recommended by national standards recommend each firefighter be given two sets of turnouts. The second set would be used while the primary set is being cleaned. In addition, having two sets reduces wear and tear.

We believe ours is the only fire department in the State of Hawai'i that has not met this standard. The request for 100 new turnouts is part of our long-term plan to remedy this situation. Considering our current inventory, if we are able to purchase at least 100 new sets per year over the next few years we can reach our goal of having two sets for each firefighters, with approximately on tenth of our current inventory needing replacement each year. This will allow us to cycle through our inventory every ten years, which is the established life of a set of turnouts.

Note: The Department plans to hire 21 Fire Fighter Trainees this year who will turnout gear. For our last recruit class, we had to borrow turnouts from City and County of Honolulu to ensure all recruits had adequate turnout gear.

Note: Hawaii law presumes certain cancer in firefighters are occupational in origin so apart from the desire to prevent cancer in our personnel, this initiative could save the county a tremendous amount of money in medical costs for which we will be liable.

- b. Is this Hazmat gear? (TP)

No, these are not Hazmat gear. They are placed in this category due to an artifact of our budget documentation that lumps Hazmat in with our Health & Safety Program.

- c. Does the Department currently have an inadequate supply of turnout gear? (MM)

The Department does not have enough turnout gear to meet national standards which recommend each firefighter have two sets of turnout gear.

- d. Is this a replacement request or are firefighters currently working without turnout gear? (TP)

All firefighters currently have a set of turnout gear – they would not be allowed to work without the appropriate gear.

- e. Which Fire Stations will receive this gear? (MM)

The turnouts will be distributed to employees assigned at various stations.

7. The Department is requesting \$55,000 for drones. (Page 8-17, Budget Details, Index Code 911255C, Sub-Object Code 7044; Priority # 17) (MM)

- a. How many drones does the Department currently own?

None.

- b. Where would the requested drones be stationed?

The requested drones will be an assigned resource of the 1st Battalion Chiefs, 2nd Battalion Chiefs, and Ocean Safety Operations Manager.

8. The Department is requesting \$285,000 for 4x4 mini pumper at both the Paia and Napili Fire Stations. Are the current mini pumpers inoperable? (Page 8-59, Budget Details, Index Code 911032C and Index Code 911131C) (MM)

No, both mini pumpers are operable but showing signs of wear. The mini pumper assigned to Paia Fire Station was built in 2009. The mini pumper assigned to Napili Fire Station was built in 2010. The current build time for a mini pumper is 18 to 24 month which means delivery of the mini pumpers would be in 2025. Based on current bids, we are requesting additional funds for each mini pumper (Exhibit “4”).

9. The Department is requesting \$57,500 for a 4WD pick-up truck for the South Maui district. Will this mainly be used at Makena State Park? (Page 8-76, Budget Details, Index Code 911777C, Sub-Object 7040) (MM)

No, the requested vehicle will be assigned to the South District, which covers the three Kamaole Beach Parks.

10. The Department is requesting \$57,000 for three side-by-side UTVs. Where will these be used? (Page 8-76, Budget Details, Index Code 911777C, Sub-Object 7048) (MM)

The requested UTVs will be used in the North and West Districts as well as the Training Division.

11. The Department is requesting \$220,000 for the replacement of the Kanaha Beach Park lifeguard towers 10A and 10B. (Page 8-76, Budget Details, Index Code 911777C, Sub-Object Code 7044)

- a. Can these towers be used another year if funding is removed? (MM)

No, we highly recommend the replacement of these towers. Tower 10A is precariously close to the water's edge at certain times of year, being impacted by seasonal shoreline erosion and high surf. The tower will eventually fall into the ocean but we are unable to predict when. It is imperative to replace the tower before it falls into the ocean, as we cannot have an interruption in service at this busy and demanding beach.

Tower 10B is our oldest tower and was built to hold only lifeguard. For safety and efficiency our standard calls for two lifeguard minimum per tower, with one that can accommodate our minimum staffing.

- b. Does the funding for these towers include demolition and removal of the existing towers, shipping and installation of the new towers, and cost of necessary permits? (TP)

Yes, the Department has estimated costs to cover all of the related expenses.

- c. Will the replacement towers be fiberglass or wood? (TP)

The budget proposal is to fiberglass towers, however if the second BMR is approved, the Department will likely build a wooden tower for considerably less money.

- d. How many people will each tower be able to accommodate? (TP)

The Department anticipates the tower to accommodate the same number of personnel as the current tower – typically three to four personnel assigned at any given time. Tower 10B currently houses one Ocean Safety Officers, the new tower will house two Ocean Safety Officers.

12. The Department is requesting \$14,000 for two ATVs. Where will these be stationed? (Page 8-76, Budget Details, Index Code 911777C, Sub-Object Code 7048) (TP)

The ATVs will be assigned to Kamaole III Beach Park and Hanakao'o (Canoe) Beach Park.

13. Key Activity Goal 3.1 is to "Provide personnel with fitness equipment necessary to maintain fitness while on duty." Please provide information on the request for "large equipment for cardiovascular health" including how many pieces of equipment are being requested and what they will be used for. (Page 8-17, Budget Details, Index Code 911255C, Sub-Object Code 7044) (TP)

During our internal budget request process, we received multiple requests for a variety of large gym equipment items including treadmills and air bikes (hence the reference to cardiovascular health), along with resistance-training equipment such as squat racks, pulldown/rowing machine, leg training machines, etc. If funding is approved, it would be used to purchase the greatest number of highest-priority items based on pricing.

14. The Department is requesting \$410,000 for repairs and maintenance of buildings. (Page 8-51, Budget Details, Index Code 911076B, Sub-Object 6135) (TP)

- a. The FY 2022 Program Budget stated these funds would be used for the resurfacing of an apparatus bay for Kahului (\$160,000), Hana (\$80,000), and Kula (\$80,00[0]) Fire Stations; and locker improvement at various station (\$180,000). Were these projects completed?

No, the apparatus bay resurfacing projects were not completed. These funds for these projects had to be reallocated to purchase equipment for our new apparatus. The equipment for our new apparatus was originally placed in our CIP budget, unfortunately we were notified that we could not use CIP funds for equipment.

CIP budget, unfortunately we were notified that we could not use bond funds for equipment.

The lockers for Ho'olehua Fire Station have already been procured. We are working to utilize the funds remaining (after purchasing the new apparatus equipment) to procure lockers for the Hana, Kahului, Kula, Lahaina, and Napili Fire Stations.

- b. Please provide a breakdown for how these funds will be used in FY 2023.

These funds will be used to complete the projects mentioned above including resurfacing the apparatus bay for Kahului (\$160,000), Hana (\$80,000), and Kula (\$80,000) Fire Stations. This request includes \$90,000 for lockers at the various fire stations.

15. The Department is requesting \$85,000 for a ¾-ton extra cab pick-up with pipe rack for the Building Maintenance Repairer position. (Page 8-10, Budget Details, Index Code 911008C, Sub-Object 7040; Priority # 16) (TP)

a. What type of vehicles does the Building Maintenance Repairer currently use?

The Building Maintenance Repairer (BMR) currently uses a 2006, 1-ton crew cab pickup. This pickup is a recycled/downgraded frontline utilities vehicle formally assigned to Hazmat 10. The cab of the vehicle leaks when it rains and while it is still operable, the vehicle was recently involved in a minor vehicle accident.

b. If this request is approved, what will the existing vehicle be used for?

Upon its replacement the department will have our mechanics complete an evaluation and decide if we should keep it as a backup or dispose of it.

16. Please explain the \$25,000 request for small equipment under \$1,000. (Page 8-51, Budget Details, Index Code 911076B, Sub-Object Code 6060) (TP)

This index code covers routine operational items at the various fire stations that require replacement throughout the year. Items included but are not limited to thermal imaging device batteries, station cleaning equipment, and hand tools. The requested funding has not been designated for a specific pre-identified list of items but is there to cover the inevitable replacement of a wide variety of essential items throughout the 14 fire stations on Maui, Molokai, and Lanai.

If you have any questions or require further clarification, please contact the Accountant IV Cindy Kagoshima at x6237.

Sincerely,



BRADFORD K. VENTURA
Fire Chief

Proposed MQs and PD for Ocean Safety Chief

I. Minimum Qualifications

- Minimum of 10 years in the County of Maui Ocean Safety Bureau, at least 5 of which must have been at the level of OSO IV or higher.
- High-school diploma or equivalent.
- Type 3 DL.
- Current certification as an Open Water Lifeguard per standards of the United States Lifesaving Association, or equivalent.
- Current certification as an Open Water Lifeguard Instructor per standards of the United States Lifesaving Association, or equivalent.
- Certification as an Emergency Medical Responder or higher from the Department of Fire and Public Safety and/or the National Registry of Emergency Medical Technicians.
- Certification in the provision of CPR and use of an AED from the Department of Fire and Public Safety, the American Heart Association, or equivalent.
- [Preferred] Associates degree or higher in a related field.
- [Preferred] Certification as Fire & Emergency Services Instructor I per NFPA 1041. [By the end of probation or at earliest opportunity].

II. Equipment or Tools Regularly Operated

- Truck
- Radios
- Computer using standard programs provided by Maui County for word processing, spreadsheets, email, time and leave tracking, incident and statistical reporting, etc.

May be required to work irregular work schedule, including week-end and/or holiday work; exposure to hazardous conditions on occasion.

III. Duties and Responsibilities: General Summary

Under the general supervision of the Assistant Chief of Operations, plans, administers, and directs the island-wide operations and activities concerned with provision of ocean safety services at beaches served by the Ocean Safety Bureau; manages the Ocean Safety Bureau headquarters; supervises the Ocean Safety Bureau Operations Manager and Staff Services Assistant; performs other related duties as required.

IV. Duties and Responsibilities: Detailed

A. Administrative Duties

1. In conjunction with subordinate personnel, plans, administers and directs the programs and activities of the OSB, ensuring the adequacy and efficiency of ocean safety services provided.

2. Administers and directs the implementation of policies and procedures relating to the operations and administration of the OSB.
3. Assesses the need for new policies and procedures and directs and coordinates their production and implementation.
4. Performs annual review and evaluation of existing policies and procedures and directs their revision as appropriate.
5. Coordinates and oversees the development of new programs within the purview of the Ocean Safety Bureau.
6. Conducts inspections of OSB facilities to ensure compliance with the requirements of the department, County Risk Management, HIOSH and other pertinent authorities.
7. In conjunction with the Fire Administration, disseminates pertinent information to OSB personnel and ensures compliance with policies, directives, regulations, statutes, ordinances and standards applicable to the OSB.
8. In conjunction with the Health and Safety Bureau, oversees and coordinates efforts to ensure the health and safety of OSB personnel, including policies and programs relating to PPE, accident investigations, respiratory protection, hazard communication, exposure control, physicals, vaccinations, etc.
9. In coordination with district and beach supervisors as well as the FSO and BMRs, ensures that OSB equipment and facilities are well-maintained and necessary repairs are effected.
10. Receives, prepares and finalizes OSB budget requests and forwards them to the Fire Administration per designated schedules.
11. Directs and authorizes the procurement of goods and services for the OSB, and ensures expenditures are appropriately tracked and budgets not exceeded.
12. Assists in the preparation of plans, agreements and contracts for the procurement of OSB assets and coordinates with vendors to resolve problems relating thereto.
13. Researches and participates in the development and execution of grant and alternative funding programs.
14. In coordination with subordinate personnel ensures that fixed assets and other equipment and supplies are properly inventoried and their statuses tracked.
15. Receives complaints and reports of potential misconduct among OSOs and staff, processes and routes them through established channels, takes corrective action when appropriate, participates as required in hearings and grievance proceedings, and ensures proper documentation of all such matters.

16. Conducts performance evaluations of direct subordinates and, through the Operations Manager, oversees and ensures OSB compliance with the county's performance evaluation program.
 17. Manages the OSB headquarters/administrative offices.
 18. Oversees, through the Operations Manager and Training Division, the development and delivery of the OSB's recruit and in-service training programs to ensure those programs and operational performance are in line with established best practices state- and nation-wide.
 19. In conjunction with the Fire Administration establishes performance measures for the Ocean Safety Bureau, tracks their completion and reports on progress as directed. Submits other regular reports on OSB activities as required.
 20. Participates in the development of MOAs and MOUs relevant to the Ocean Safety Bureau and maintains an annual review of such.
 21. Reviews the record-keeping practices of the OSB, ensuring the establishment and execution of a functional records-keeping system that is in compliance with applicable laws and county/department policies.
 22. In conjunction with the Fire Administration and the Department of Personnel Services, provides input into the hiring and promotional process for OSB personnel, producing examination and interview content and participating in interviews and examinations as required.
 23. Reviews and recommends changes as appropriate to established MQs and PDs for OSB personnel.
 24. Ensures OSB operations and administrative actions are in compliance with the CBA and applicable labor laws. Coordinates as required with union officials on matters requiring consultation and negotiation. May represent the OSB and the Fire Administration in the collective bargaining process.
 25. In coordination with the Fire Administration and Operations Manager, administers the MSA program for OSB personnel.
- B. Operational Oversight
1. Conducts post-incident analyses and/or investigations into major incidents involving OSB personnel, identifies lessons learned, and makes recommendations for proposed changes to operational procedures, training, and equipment to effect improvements in operational efficiency and safety.

2. Directs the research and development program to help ensure OSB personnel are using the best and most appropriate equipment available for their operations.
3. Reviews the staffing and organizational structure of the OSB in relation to existing and projected conditions and makes recommendations to the Fire Chief's Office.
4. With the Operations Manager, continually reviews operations to ensure the adequacy and timeliness of services rendered and makes adjustments as necessary.
5. In conjunction with the Operations Manager keeps abreast of new methods, techniques and equipment in the ocean safety field.
6. In and through the Operations Manager, directs and oversees the functioning of OSB personnel during disasters, ensuring safe, effective and timely response in conjunction with personnel from other divisions and agencies.
7. In conjunction with the Operations Manager, oversees and coordinates post-disaster assessments.
8. Coordinates with DLNR and fire resources regarding beach closures and hazard assessment (e.g., shark patrols).

C. Public Education and Liaison

1. Represents the Ocean Safety Bureau on committees and at conferences and workshops relating to ocean safety.
2. In conjunction with the Training Division, oversees the OSB's public education programs and its participation in public education events.
3. As designated by the Fire Chief, serves as the public face of the Ocean Safety Bureau, representing the OSB to the media, community groups and governmental agencies on matters related to ocean safety and the operations of the OSB.
4. Represents the OSB in the department's strategic planning process and on other department committees as required.
5. Establishes and maintains relationships with pertinent professional organizations for educational and informational purposes and to keep abreast of new methods, techniques and equipment in the field of ocean safety.

D. Performs other related duties as required.

FIRE AND PUBLIC SAFETY

COUNTY OF MAUI

Ocean Safety Program

Expenditures Summary by Character & Object – General Fund

CHARACTER/ OBJECT DESCRIPTION	2019 ACTUAL	2020 ACTUAL	2021 ADOPTED	2022 PROPOSED	CHANGE AMOUNT	CHANGE PERCENT
Salaries and Wages						
OTHER PREMIUM PAY	\$186,611	\$361,065	\$360,000	\$392,400	\$32,400	9.0%
WAGES & SALARIES	\$3,206,480	\$3,201,435	\$3,680,076	\$4,197,586	\$517,510	14.1%
Salaries and Wages Total	\$3,393,091	\$3,562,500	\$4,040,076	\$4,589,986	\$549,910	13.6%
Operations						
MATERIALS & SUPPLIES	\$60,712	\$87,309	\$171,928	\$171,928	\$0	N/A
OTHER COSTS	\$60,258	\$62,385	\$38,700	\$42,700	\$4,000	10.3%
SERVICES	\$83,484	\$84,830	\$52,300	\$34,800	-\$17,500	-33.5%
TRAVEL	\$13,447	\$9,594	\$6,970	\$6,970	\$0	N/A
UTILITIES	\$16,013	\$18,366	\$23,304	\$23,304	\$0	N/A
Operations Total	\$233,914	\$262,484	\$293,202	\$279,702	-\$13,500	-4.6%
Equipment						
MACHINERY & EQUIPMENT	\$87,229	\$254,901	\$71,500	\$336,000	\$264,500	369.9%
Equipment Total	\$87,229	\$254,901	\$71,500	\$336,000	\$264,500	369.9%
Program Total	\$3,714,234	\$4,079,885	\$4,404,778	\$5,205,688	\$800,910	18.2%

Equivalent Personnel Summary by Position Title – General Fund

POSITION TITLE	2019 ADOPTED	2020 ADOPTED	2021 ADOPTED	2022 PROPOSED	CHANGE AMOUNT	CHANGE PERCENT
Battalion Chief (Ocean Safety)	1.0	1.0	1.0	1.0	0.0	0.0%
Ocean Safety Officer I	1.0	5.0	5.0	5.0	0.0	0.0%
Ocean Safety Officer II	36.0	41.0	41.0	41.0	0.0	0.0%
Ocean Safety Officer III	7.0	8.0	8.0	8.0	0.0	0.0%
Ocean Safety Officer IV	4.0	5.0	5.0	5.0	0.0	0.0%
Ocean Safety Officer IV Training Captain	1.0	1.0	1.0	1.0	0.0	0.0%
Ocean Safety Operations Manager	1.0	1.0	1.0	1.0	0.0	0.0%
Personnel Assistant I	0.0	1.0	0.0	0.0	0.0	0.0%
Staff Services Assistant	1.0	1.0	1.0	1.0	0.0	0.0%
Program Total	52.0	64.0	63.0	63.0	0.0	0.0%

Continuation Budget Changes (+/- \$10,000) from FY 2021 Adopted Budget

EXPLANATION OF BUDGET CHANGES	CHANGE AMOUNT	CHANGE E/P
Salaries and Wages		
911777A-5101 Regular Wages: Increases pursuant to Executive Order 2019-01 and the Collective Bargaining Agreement; Bureau Opportunity Benefit Incentives; positions filled at higher/lower step levels; reallocated positions.	\$517,510	0.0
911777A-5215 Premium Pay: Increase pursuant to the Collective Bargaining Agreement.	\$32,400	0.0
Operations		
SERVICES:		
911777B-6138 R & M Services/Contracts: Deletion of one-time FY 2021 appropriation to repair PA systems at Baldwin & Hookipa.	-\$17,500	
Equipment		
MACHINERY & EQUIPMENT:		
911777C-7030 Communication Equipment: Delete one-time FY 2021 appropriation.	-\$13,500	
911777C-7048 Rescue Equipment: Delete one-time FY 2021 appropriation.	-\$38,000	
911780C-7055 Vessel and Marine Equipment: Delete one-time FY 2021 appropriation.	-\$20,000	

FIRE AND PUBLIC SAFETY

COUNTY OF MAUI

Ocean Safety Program

Expenditures Summary by Character & Object – General Fund

CHARACTER/ OBJECT DESCRIPTION	2019 ACTUAL	2020 ACTUAL	2021 ADOPTED	2022 ADOPTED	CHANGE AMOUNT	CHANGE PERCENT
Salaries and Wages						
OTHER PREMIUM PAY	\$186,611	\$361,065	\$360,000	\$392,400	\$32,400	9.0%
WAGES & SALARIES	\$3,206,480	\$3,201,435	\$3,680,076	\$4,162,006	\$481,930	13.1%
Salaries and Wages Total	\$3,393,091	\$3,562,500	\$4,040,076	\$4,554,406	\$514,330	12.7%
Operations						
MATERIALS & SUPPLIES	\$60,712	\$87,309	\$171,928	\$171,928	\$0	N/A
OTHER COSTS	\$60,258	\$62,385	\$38,700	\$42,700	\$4,000	10.3%
SERVICES	\$83,484	\$84,830	\$52,300	\$24,800	-\$27,500	-52.6%
TRAVEL	\$13,447	\$9,594	\$6,970	\$6,970	\$0	N/A
UTILITIES	\$16,013	\$18,366	\$23,304	\$23,304	\$0	N/A
Operations Total	\$233,914	\$262,484	\$293,202	\$269,702	-\$23,500	-8.0%
Equipment						
MACHINERY & EQUIPMENT	\$87,229	\$254,901	\$71,500	\$312,500	\$241,000	337.1%
Equipment Total	\$87,229	\$254,901	\$71,500	\$312,500	\$241,000	337.1%
Program Total	\$3,714,234	\$4,079,885	\$4,404,778	\$5,136,608	\$731,830	16.6%

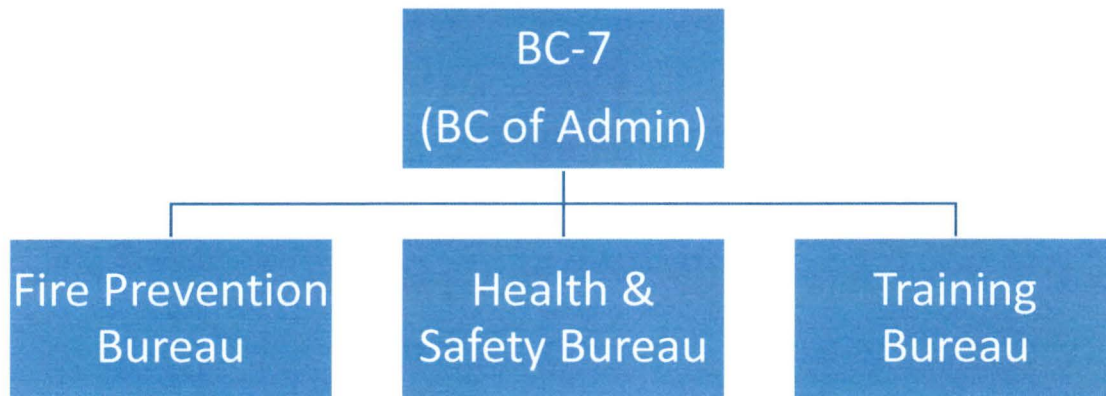
Equivalent Personnel Summary by Position Title – General Fund

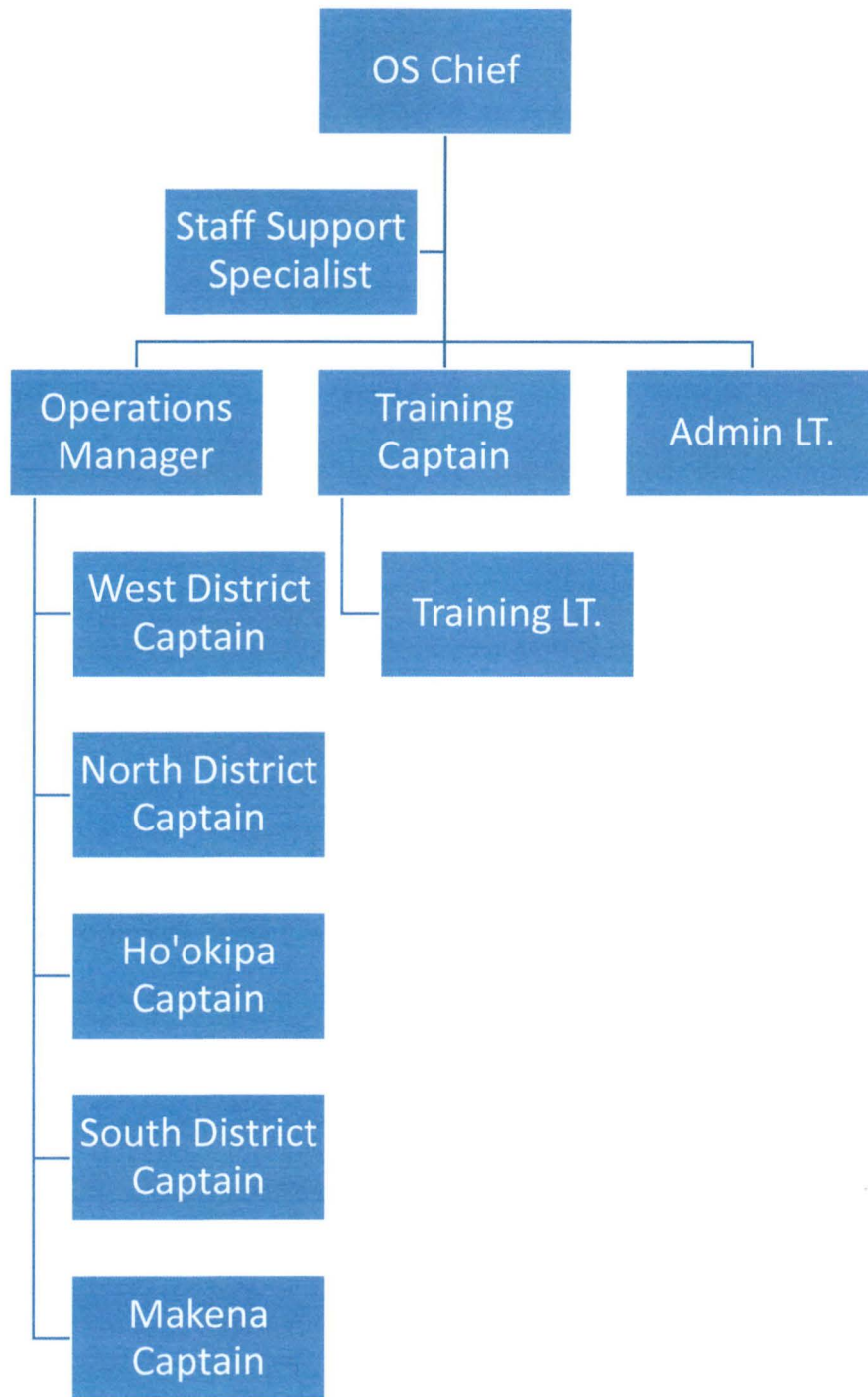
POSITION TITLE	2019 ADOPTED	2020 ADOPTED	2021 ADOPTED	2022 ADOPTED	CHANGE AMOUNT	CHANGE PERCENT
Battalion Chief (Ocean Safety)	1.0	1.0	1.0	1.0	0.0	0.0%
Ocean Safety Officer I	0.0	10.0	10.0	5.5	-4.5	-45.0%
Ocean Safety Officer II	36.0	36.0	36.0	41.5	5.5	15.3%
Ocean Safety Officer III	9.0	10.0	9.0	8.0	-1.0	-11.1%
Ocean Safety Officer IV	3.0	3.0	4.0	4.0	0.0	0.0%
Ocean Safety Officer IV Training Captain	1.0	1.0	1.0	1.0	0.0	0.0%
Ocean Safety Operations Manager	1.0	1.0	1.0	1.0	0.0	0.0%
Secretary I	1.0	2.0	0.0	0.0	0.0	0.0%
Staff Services Assistant	0.0	0.0	1.0	1.0	0.0	0.0%
Program Total	52.0	64.0	63.0	63.0	0.0	0.0%

Continuation Budget Changes (+/- \$10,000) from FY 2021 Adopted Budget

EXPLANATION OF BUDGET CHANGES	CHANGE AMOUNT	CHANGE E/P
Salaries and Wages		
911777A-5101 Regular Wages: Increases pursuant to Executive Order 2019-01 and the Collective Bargaining Agreement; Bureau Opportunity Benefit Incentives; positions filled at higher/lower step levels; reallocated positions.	\$481,930	0.0
911777A-5215 Premium Pay: Increase pursuant to the Collective Bargaining Agreement.	\$32,400	0.0
Operations		
SERVICES:		
911777B-6129 Other Services: Council reduced funding.	-\$10,000	
911777B-6138 R & M Services/Contracts: Deletion of one-time FY 2021 appropriation to repair PA systems at Baldwin & Hookipa.	-\$17,500	
Equipment		
MACHINERY & EQUIPMENT:		
911777C-7030 Communication Equipment: Delete one-time FY 2021 appropriation.	-\$13,500	
911777C-7048 Rescue Equipment: Delete one-time FY 2021 appropriation.	-\$38,000	
911780C-7055 Vessel and Marine Equipment: Delete one-time FY 2021 appropriation.	-\$20,000	

Proposed Organization Charts for OSB and BC-7

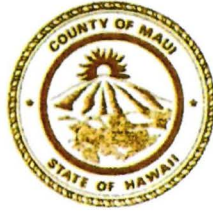




MICHAEL P. VICTORINO
Mayor

BRADFORD K. VENTURA
Fire Chief

GAVIN L.M. FUJIOKA
Deputy Fire Chief



DEPARTMENT OF FIRE & PUBLIC SAFETY

COUNTY OF MAUI
200 DAIRY ROAD
KAHULUI, HI 96732

April 11, 2022

Ms. Michele M. Yoshimura
Budget Director, County of Maui
200 South High Street
Wailuku, HI 96793

Honorable Michael P. Victorino
Mayor, County of Maui
200 South High Street
Wailuku, HI 96793

For Transmittal to:

Honorable Keani Rawlins-Fernandez
Chair, Economic Development & Budget Committee
Maui County Council
200 South High Street
Wailuku, HI 96793

Dear Chair Rawlins-Fernandez:

**SUBJECT: FISCAL YEAR (FY) 2023 BUDGET – FOLLOW UP ON APRIL 7TH
BUDGET MEETING**

The Department of Fire & Public Safety respectfully request additional funding for the mini apparatus projects for the Paia and Napili Fire Stations pursuant to our discussions at the BFED Committee Meeting on April 7, 2022. The Department is requesting additional \$30,000 per project as the cost estimates have increased since the original funding request submitted in November of 2021. Your consideration is appreciated.

Sincerely,

A handwritten signature in blue ink that reads "Brad Ventura".

BRADFORD K. VENTURA
Fire Chief

BFED Committee

From: Melissa Agtunong <Melissa.P.Agtunong@co.maui.hi.us>
Sent: Thursday, April 14, 2022 4:54 PM
To: BFED Committee
Cc: Bradford Ventura; Gavin Fujioka
Subject: FY 2023 Budget (FS-1)
Attachments: (FS-1) Response.pdf

Please see attached response from the Department of Fire and Public Safety.

Mahalo,
Melissa Jahja (Agtunong)
Office of the Mayor | County of Maui
(808)270-8263