

Friends Of Kauai Fire Department

Meeting Minutes

04/05/2017

I. Call to order

II.

A. President Robert Westerman called to order the quarterly meeting of the Friends Of Kauai Fire Department at 0800 on April 5, 2017 at Lihue BBQ Inn.

B.

III. Roll call

IV.

A. President Westerman conducted a roll call.

B. The following persons were present: President Robert Westerman, Vice President Kilipaki Vaughan, Treasurer Sal Hernandez, Secretary Ray C. Keahi, Milo Spindt (Member/Fall Prevention), Andrew Oda (Member), Curtis Langstaff, Justin Shinn, Devin Medeiros, and Jeremy Cole.

C. Review and Approval of last Meeting Minutes

D. Motion to Approve last Meeting Minutes

E.

V. New Items

A. Dupont Pioneer Giving Grant

1. Dupont donated \$500 for community betterment (Fall Prevention Program)

2. Press Release Announcement of grant funds received

a. Justin, Milo, and Ray work on a roughdraft for submittal

b. President Westerman to review Press Release draft

B. Civilians (non-fire personnel) on FOKFD Board as Plank members

1. Paki wants to transition FOKFD Board to non-fire personnel

2. Paki assigned everyone a task of finding someone to join the board.

3. At the next meeting, everyone to submit their candidate

C. FOKFD & Community Health (Fall Prevention Program)

1. Suggested by FOKFD to contract a registered nurse (privatized) to assist KFD with Community Health side of KFD Fall Prevention

2. There is some concern about the ramifications with AMR if this does happen. Essentially paying a paramedic to help us when AMR is donating their time, also AMR started the Community Wellness program with Elderly Affairs.

A.

I. Open Items

II.

A. Fall Prevention Program

1. Kekaha Grant
 - a. Balance for Kekaha grant: \$8,500 (as of 04/05/2017)
 - b. Justin S. is procuring brochures for station(s) and Fall Prevention Banner
 - c. AMR is donating their time (40hr basis donation in kind)
 - d. Everyone to get a copy of Kekaha Grant Report
2. Other Donor(s): Department of Health – Injury Prevention Branch
 - a. They want to donate \$3,700 to FOKFD for next Fiscal Year
 - b. Milo S. is coordinating with Stan Michaels
3. Ford Dealership Partnership
 - a. Fall Prevention, with the help of Ford Dealership would help fund a Fall Prevention vehicle for transportation and advertising.
 - Concerns:
 - Q: How much FOKFD willing to pay vs Kuhio Motors Donation (60/40, 50/50)? A: 50/50 split
 - Q: How long is lease (2 years)? What happens at the end of lease? A: At the end of lease, FOKFD hands the keys over to Ford Dealership
 - Q: Is there a buy out? A: No
 - Q: Insurance and Maintenance (Who takes care of this)? A: FOKFD in charge of Insurance, maintenance is covered by Ford Dealership (oil changes, tire rotations..)
 - Ford Dealership will be responsible for vehicle wrap advertising install and removal.
 - Everyone has input on what goes on the vehicle wrap
 - Milo S. will get a contract proposal from Ford Dealership
 - Ray K. got a vehicle quote from State Farm Insurance
 - Funds will be from FOKFD account.

B. CERT Program Partnership (ongoing)

C. Funding From Private Donors/Grants

1. Motorola Grant
 - a. Devin will follow-up (04/05/17)
2. HMSA Grant (Funding was approved)
 - a. Devin and Dodd Apao assigned (11/23/16)
 - b. \$30,000 request: mannequins, AED's, hands only CPR Training
 - c. Devin is waiting for HMSA to send the check (04/05/17)
3. Amazon Smile (Assignment Complete)
 - a. Andrew Oda assigned (11/23/16)

- b. FOKFD is registered with Amazon
 - c. FOKFD should contact HFFA to issue a news release that Amazon smile can be used to donate to organization.
 - D. FOKFD Business Insurance
 - 1. FOKFD will need Business Insurance at some point to protect itself from E&O (Errors & Omissions). (11/23/16)
 - 2. R. Keahi secured Insurance quotes from Pyramid Insurance and Punua Insurance agency
 - E. FOKFD Webpage & Social Media
 - 1. Andrew Oda has made some changes to FOKFD Webpage
 - 2. Webpage includes:
 - a. Donor List
 - b. Photo Gallery
 - c. Press Release Section
 - d. Grant Donation Information (ie: HMSA Grant)
 - 3. FOKFD Username
 - a. FOKFD will purchase “FriendsofKauaiFireDepartment.org” domain name
 - 4.

III. Motions

- A. Approve Meeting Minutes
 - 1. Paki V. motion
 - 2. Milo S. second
- B. Purchase Domain Name “FriendsofKauaiFireDepartment.org”
 - 1. Milo S. motion
 - 2. Paki V. second
- C. FOKFD Filing of IRS Form 990
 - 1. Sal H. motion
 - 2. Milo S second
- D. Meal for Member Meeting
 - 1. Milo S. motion
 - 2. Paki V. second
- E. Adjourn meeting
 - 1. Milo S. motion
 - 2. Andrew O. second
 - 3.

IV. Adjournment

- A. Meeting adjourned at 1000hrs
- B. Next Meeting
 - 1. June 14, 2017, 0800 hrs at Lihue BBQ Inn on Kress street
- C.

V. Minutes submitted by: Raymond Keahi (Secretary)

VI.

VII. Minutes approved by: Robert Westerman (President)