

Friends Of Kauai Fire Department

Meeting Minutes

06/14/2017

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 June 14, 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, Treasurer Sal Hernandez, Secretary Ray C. Keahi, Andrew Oda (Member), Curtis Langstaff, Justin Shinn, Devin Medeiros, Micah Contrades (Member) .
- C. Review and Approval of last Meeting Minutes
- D. Guest Speaker(s): Cort Walter (Hokuala) & Fran Roach (Hokuala)
- E. Motion to Approve last Meeting Minutes
- F.

V. New Items

- A. Kauai County Farm Fair Bureau
 - 1. FOKFD to get a booth this year
 - 2. FOKFD to promote Fall Prevention Program
- B. AED outside County Building
 - 1. FOKFD used State DOH funds to purchase and install AED.
 - 2. President Westerman and Justin S. to work on a press release for AED

A.

I. Ongoing Items

II.

- A. Fall Prevention Program
 - 1. Hiring Certified Nurses to assist KFD with Home visits
 - a. Maybe DOH can assist KFD
 - b. Marty ?
 - c. Bayada nurses aid (need a POC)
 - d. or Possibly a Pharmacist to assist with home visits
 - 2. Fall Prevention Program on County Website
 - Mandy (County IT). Can she put a Fall Prevention

widget on county website. People can then click on it to sign-up for services.

- **Action Item:** FOKFD needs to get a list of Point of Contacts (POC) with all the different Agencies on Kauai. Then, when KFD respond to “Frequent Flyers”, they can refer them to Fall Prevention
- **Memo:** Chief and Justin to work on a memo to remind Firefighter personnel to get “frequent flyer” emergency patient(s) to register with elderly affairs or the county for home visits.

3. Kekaha Grant

- a. Progress Report: Justin S. submitted a progress report to the FOKFD Board.
- b. Grant Update: Sal H. submitted an account balance to KOKFD Board
- c. Brochures: 500 brochures ordered and delivered.
- d. Banner: 4'x6' banner ordered and delivered. Banner will be hung in Kekaha and Waimea Fire Station.

4. Ford Dealership Partnership

- a. Fall Prevention, with the help of Ford Dealership would help fund a Fall Prevention vehicle for transportation and advertising.
 - ~~Milo S. will get a contract proposal from Ford Dealership~~
 - Ray K. got a vehicle quote from State Farm Insurance
 - Funds will be from Kekaha Grant and FOKFD account.

B. CERT Program Partnership (ongoing)

1. No new to report

C. 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

D. FOKFD Webpage & Social Media

1. Andrew Oda has made some changes to FOKFD Webpage
2. FOKFD Username
 - a. FOKFD will purchase “FriendsofKauaiFireDepartment.org” and “friendsofkauaifiredepartment.com” domain name.
 - b. Cost: \$130 for 5 years.

E. FOKFD Plank Members

1. Non-fire personnel on FOKFD Board
2. Paki assigned all members to find replacement members

I. Action Items

- A. Farm Bureau
 - 1. Ray: Sign-up for Booth
 - 2. Devin: procure bags from Sol
 - 3. Curtis: FOKFD stickers
 - 4. Andy: T-shirt orders & quotes
 - 5. Table cloth?
 - 6.

II. Motions

- A. Approve Meeting Minutes
 - 1. President Westerman motions
 - 2. Ray K. seconds
- B. FOKFD to issue press release about AED being purchase and installed using State DOH funds
 - 1. Justin S. motions
 - 2. President Westerman seconds
- C. Andy to purchase “Friendsofkauaifiredepartment.com” & “friendsofkauaifiredepartment.gov”
 - 1. Ray K. motions
 - 2. Andy O. seconds
- D. Upgrade FOKFD banking account to ebanking account
 - 1. Sal H. motions
 - 2. Curtis L. seconds
- E. FOKFD to accept Treasury Report
 - 1. President Westerman motions
 - 2. Ray K. seconds
- F. Meal for Member Meeting
 - 1. Ray K. motions
 - 2. Sal H. seconds
- G. Adjourn meeting
 - 1. President Westerman motions
 - 2. Andrew O. seconds
 - 3.

III. Adjournment

- A. Meeting adjourned at 1000hrs
- B. Next Meeting
 - 1. July 20, 2017, 0800 hrs at Lihue BBQ Inn on Kress street
- C.

IV. Minutes submitted by: Raymond Keahi (Secretary)

V.

VI. Minutes approved by: Robert Westerman (President)