



HAWAI'I FIRE CHIEFS ASSOCIATION

636 South Street • Honolulu, Hawai'i 96813-5007

Phone: (808) 723-7102 • Fax: (808) 723-7111

January 2, 2018

Aloha!

On behalf of the Hawai'i Fire Chiefs Association (HFCA) Board of Directors, you are cordially invited to attend the HFCA's 40th Annual Training and Business Meeting on November 15 to 18, 2018.

The Annual Training and Business Meeting will be held at the Grand Hyatt Kaua'i Resort and Spa, Kōloa, Hawai'i. A stunning location on the South Shore of Kaua'i, the Garden Island, which promises picturesque scenery and breathtaking sunsets where our Fire Service Leaders can reflect on the future of our industry.

Our conference theme this year is "*Ka Wehe Ana O Ke Alaula*" which means "Opening a Pathway to Dawn, Transcending Tradition towards a New Frontier"

As an attendee or vendor at this conference, you will have the ability to network with other attendees, including the fire personnel from various departments statewide. The showcased products and educational speakers will provide everyone with invaluable information for the present and future fire service professionals. Your participation is key to the successful service we provide to the communities we serve. For past participants, thank you for your continued support of the HFCA and commitment to the fire service. For new participants, we welcome and urge you to join us for an eventful conference.

Please take the time to register for the 2018 Conference via the website at [HFCA2018.eventbrite.com](https://www.hfca2018.eventbrite.com).

Hotel reservations may be made on line at <https://aws.passkey.com/go/HFCAAnnualMeeting2018>.

Those that need to register and pay via check, may access the registration forms at

<http://hawaiiirechiefs.org>

Should you have any questions regarding registration, please contact Debby Gatioan at 808-241-4980 or via email dgatioan@kauai.gov

We look forward to seeing you in November!

Sincerely,

A handwritten signature in black ink that reads "Robert Westerman".

Robert F. Westerman

Fire Chief, Kaua'i Fire Department

HFCA Board Member, Conference Host



HAWAI'I FIRE CHIEFS ASSOCIATION
40th ANNUAL TRAINING & BUSINESS MEETING
NOVEMBER 15-18, 2018
POIPU, KAUAI, HAWAII

REGISTRATION

Please Print

Name: _____ Title: _____ Organization: _____

Address: _____ Phone number: _____

Street

City

State

Zip

Cellular: _____

Spouse/Guest name: _____ E-mail address: _____

Hotel Accommodations Please secure room reservations on-line at <https://aws.passkey.com/go/HFCAAnnualMeeting2018> or contact the Grand Hyatt Kaua'i Resort & Spa at 808-742-1234 or 888-421-1442 and ask for reservations under the *Hawai'i Fire Chief's Association*.

Reservation deadline is **September 30, 2018**. **One (1) room at the special conference rate, per registration**

Air/Ground Transportation Please make your own transportation arrangements.

Fees

1) **HFCA Membership Dues:** Conference attendees must be members and dues must be current.

Active Member: Executive Officers in the State of Hawai'i..... ☐ \$25 \$ _____

Associate Member: Other members of the fire service and supporters of the fire service..... ☐ \$15 \$ _____

Life member..... ☐

2) **Registration Fee:** Includes the icebreaker, and all meals.

Member..... ☐ \$450 \$ _____

Board Member..... ☐

Optional Events

1) **Icebreaker Reservations:** Thursday, November 15 at Po'ipū Beach Park. (**Casual attire**)

No charge for registered conference attendee and one guest.

Additional icebreaker guests: _____ x \$25 \$ _____

2) **Breakfast (guest only):** Friday, November 16
Saturday, November 17

Number of guests: _____ x \$33 \$ _____

Number of guests: _____ x \$33 \$ _____

3) **Lunch (guest only):** Friday, November 16
Saturday, November 17

Number of guests: _____ x \$45 \$ _____

Number of guests: _____ x \$45 \$ _____

4) **Dinner (guest only):** Friday, November 16 (**Aloha Wear**)

Number attending: _____ x \$50 \$ _____

Toys for Tots (**Please bring an unwrapped toy valued up to \$25**)

Saturday, November 17 (**Sports Night**) Number attending: _____ x \$50 \$ _____

Kaua'i Independent Food Bank (**Please bring canned or non-perishable food**)

Total remittance: \$ _____

Please make checks payable to: Hawai'i Fire Chiefs Association

Please mail conference forms and payment to: Kauai Fire Department, 4444 Rice Street, Suite 315, Lihue, Hawai'i 96766.

Payment must be received no later than Friday, October 5, 2018.

Should you have any questions, please call *Debby Gatioan* at (808) 241-4980 or e-mail <mailto:dgatioan@kauai.gov>

Door prizes and donations will be accepted and distributed throughout the conference.



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January 2, 2018

Aloha Supporters:

The Hawai'i Fire Chiefs Association (HFCA) is comprised of over 300 members, that includes the various fire departments throughout the State of Hawai'i (Honolulu, Hawai'i, Maui and Kaua'i Counties; State Crash and Rescue; Federal Fire; Hickam Fire; Barking Sands Fire; Chevron Fire; State Forestry; Army Fire Departments).

The HFCA's Board of Directors and membership appreciate your continued support of our organization. Now in its 40th year, the HFCA is a Hawai'i nonprofit corporation, organized exclusively for charitable purposes under Section 501(c) (3) of the Internal Revenue Code.

Through your continued support, we have been able to sustain the high quality of our annual conference. Through our networking, we have attracted top-notch speakers as well as a growing number of vendor participants

Our goals are to continue to expand and strengthen the support role and initiatives of the HFCA support training and educational needs of our member departments. We are continuing our efforts to partner with the Western Fire Chiefs Association.

To achieve our goals and initiatives, we are requesting your support of the HFCA through our "Sponsorship Program". This program is strictly voluntary and your contribution or lack thereof will have no bearing on the services or products provided or offered by you to any fire jurisdiction throughout the State of Hawai'i.

The "Sponsorship Program" will be associated with our annual conferences and all contributors shall be recognized for their support during our conferences. We have enclosed the HFCA Sponsorship Program Contribution Form in this packet. Should you have any questions, please feel free to contact Deputy Chief Kilipaki Vaughan at 808-241-4980 or via email kvaughan@kauai.gov

Sincerely,

A handwritten signature in black ink that reads "Robert Westerman". The signature is written in a cursive style with a large, sweeping "R" and a long, horizontal stroke at the end.

Robert F. Westerman
Fire Chief, Kaua'i Fire Department
HFCA Board Member, Conference Host



**BECOME A
HAWAI'I FIRE CHIEFS ASSOCIATION
SPONSOR**

Your sponsorship will allow us to cultivate a closer fraternal fellowship between branches of the Fire service throughout the State of Hawai'i and to conduct research and study of major problems, develop and effectuate programs, and serve as the recognized organization for the exchange of ideas, information, knowledge, and experience in areas affecting the safety of life and property.

Your participation or nonparticipation in this Sponsorship Program is strictly voluntary and will have no bearing on the services or products provided or offered by you or your organization to any fire jurisdiction throughout the State of Hawai'i

The sponsorship levels are as follows:

PLATNIUM	\$5,000+
GOLD	\$3,000
SILVER	\$2,000
BRONZE	\$1,000
CONTRIBUTOR	Up to \$500

Sponsors will be acknowledged during our annual conference.

If you wish to become a sponsor, please complete the following:

Organization/individual: _____

Contact Name: _____ Title: _____

Mailing Address: _____

Telephone No: _____ Fax No: _____

Email address: _____

Sponsorship Level: _____ Amount: _____

Make checks payable to: Hawai'i Fire Chiefs Association

Mail the completed form to: Kaua'i Fire Department
4444 Rice Street, Suite 315
Lihu'e, HI 96766

GRAND | HYATT®

KAUA'I RESORT & SPA

HOTEL INFORMATION SHEET

AIRPORT TRANSPORTATION

Approximate travel time from the airport is 30 minutes. Transportation via limousine from the airport is approximately \$250.00 one way (\$500.00 round trip). Taxi service from Lihue Airport is approximately \$50.00 one way (\$100.00 round trip). Group transfers may be arranged.

ANARA SPA

Full Spa usage, inclusive of fitness classes and activities, is \$30.00 per person, per day for resort guests. All treatments include full Spa access.

BANNERS AND SIGNS

Signage and banners may be created by our in-house Business Center. The Grand Hyatt Kaua'i Resort & Spa will not allow the use of flipcharts, bulletin boards or any handwritten materials to be set in any of our public areas. The charge for hanging and dismantling banners is \$75.00 per hour, with a one hour minimum, per banner.

BOXES

A handling fee of \$5.00 per box for all groups will apply for all incoming and outgoing boxes.

CHECK-IN/CHECK-OUT

Check-in time is 4:00PM.

Check-out time is 11:00AM. If a late check-out is requested, a charge of 50% of the group rate will be assessed. Late check-out after 6:00PM will be charged a full day's rate.

DELIVERIES

Guest room deliveries may be arranged for your group at \$2.70 for first (2) items and \$.50 for each additional item. Maximum limit \$5.20 for delivery per room under the door or where Bell help are required to open door. Any letter or card delivered in conjunction with another item (hats, skirt, towels, etc.) will **NOT** be considered an item. A card or letter delivered by itself will be considered an item.

FUNCTION NOISE LEVEL

Outdoor functions have a maximum noise level of 95 decibels. This will be monitored by Banquet staff.

GOLF – POIPU BAY RESORT

Tournament arrangements and group lessons may be made directly through the Director of Golf at the Poipu Bay Resort (808-742-8711). Year-round hours are 6:30AM – 6:00PM. Current green fee for resort guests is \$195.00.

INTERNET

Complimentary Wi-Fi is available in resort guest rooms and social spaces, excluding meeting room areas.

OUTDOOR FUNCTIONS

The Grand Hyatt Kaua'i will provide suitable back-up space indoors for all functions planned outdoors. A 10:00PM curfew is enforced for all outdoor banquet functions.

PARKING

Self-parking is included in Resort Fee. Valet parking is available at a daily rate of \$25.00. Gratuities are suggested. Valet staff may be utilized for road rallies at a charge of \$3.00 per car, round trip.

PORTERAGE

Porterage charges are mandatory per the Hotel's union contract for all groups, and are currently established at \$11.50 per person, round trip, plus 4.166% state tax, subject to change. This rate is based on two (2) bags per person.

(continued)

RESORT SERVICES PROGRAM (subject to change), Fee \$30.00 + tax (4.166%) per room, per day

Self-parking	Welcome lei greeting
Two complimentary reusable water bottles	Guided sunrise walk - Monday-Saturday
Coffee maker in room with Hawaiian coffee and tea	Hawaiian crafters - Daily in lobby
Self-service washer, dryer and detergent	Entertainment and hula – Seaview Terrace
Boarding pass and incoming fax printing	Late-night entertainment – Stevenson's Sushi & Spirits
Unlimited local and toll-free calls	Torch lighting ceremony – Three times per week
In-room safe	Ukulele, lei-making and hula lessons
Reusable logo tote bag	Koi fish feeding and parrot talk
Access to 24 hour Anara Spa fitness center	Sunscreen samples – At pool recreation desk
Fitness and yoga classes at Anara Spa	One hour tennis court time daily – Reservations required, Equipment rental available.

TAXES

The following are applicable taxes:

- 4.166% Hawaii Excise Tax applied to all services (food, beverages, rentals and gratuity)
- 13.416% Room Tax (4.166% excise tax and 9.25% occupancy) applied to all occupied rooms
- 25% Service Charge* for all food and beverage planned functions, taxable at 4.166%
- 18% Gratuity in all food and beverage outlets (optional)
- 21% Service Charge* for room service, plus \$4.00 delivery charge

(*A portion of the Service Charge is being used to pay for costs or expenses other than wages and tips of employees)

TELEPHONES

House phones have in-house dialing access only. The first line is complimentary; \$35.00 for each additional line per day.

TENNIS

Group tournament arrangements can be made with your Convention Services Manager. Court fees: \$30.00 per hour, subject to change.

(Prices are not inclusive of tax or gratuity unless noted otherwise, and are subject to change without notice)

(01/2017)