



STATE OF HAWAII

**Enhanced 911 Board Meeting
(Combined Meeting)
Thursday, February 11, 2016
Kalanimoku Bldg., Room 322B
1151 Punchbowl St., Honolulu
10:00 am to 12:00 pm**

Board members present: Paul Ferreira (Chair), Mark Begley, Thalia Burns, Lisa Hiraoka (Consumer Advocate designee), Roy Irei, John Jakubczak, Steven Schutte, Mark Wong, Arnold Kishi (CIO Designee), Kiman Wong, Ryan Freitas, Dean Rickard and Jeff Riewer.

Board members absent: None.

Staff members present: Courtney Tagupa, Kerry Yoneshige and Stella Kam.

Guests: Victoria Garcia (DoD), Bonnie Young (MPD), Antonio Ramirez (Akimeka), Davlynn Racadio (MPD), Marshall Kanehailua (HiPD), Gary Lum (HFD), Randy Macadangdang (HPD), Travis Ing (HiPD), Diana Chun (ESD), Eleni Papakiristis (HT), Clement Chan (DIT), Annette Rausch (WEST), Agnes Lee (WEST), Mark Moran (WEST), Ah Lan Leong (HPD), Allan Nagata (HPD), Wayne Hirasu (SIC), David Miyasaki (KPD), Lavina Taovao (KPD), Rob Gausepohl (KPD) and Ben Morgan (HT).

Meeting Minutes

- I. **Call to Order, Public Notice, Quorum**
 - a. The meeting was called to order at 11:02 am.
 - b. Public notice has been issued.
 - c. Quorum was present.
- II. **Public testimony on all agenda items**
 - a. None
- III. **Introductions**
 - a. Introductions were made by everyone present at the request of Board Chair Paul Ferreira.
- IV. **Review and Approval of Last Month's Meeting Minutes**
 - a. Mr. Mark Wong motioned to approve the January 2016 meeting minutes. The motion was seconded and approved by voice vote by all Board members present.
- V. **Committee Updates by Committee Chairs**
 - a. Communications Committee – Steven Schutte

- i. ***The Committee Chair acknowledged that there were no updates to what was presented at the Joint Committee meeting.***
 - ii. 2016 Legislative Investigative Committee update – Paul Ferreira
 - 1. ***The Committee Chair acknowledged that there were no updates to what was presented at the Joint Committee meeting.***
- b. Technical Committee – Thalia Burns
- i. Investigative Regulatory Committee – Marshall Kanehailua
 - 1. ***The Committee Chair acknowledged that there were no updates to what was presented at the Joint Committee meeting.***
 - ii. FCC update
 - 1. ***The Committee Chair acknowledged that there were no updates to what was presented at the Joint Committee meeting.***
 - iii. Text-to-911 update
 - 1. ***The Committee Chair acknowledged that there were no updates to what was presented at the Joint Committee meeting.***
 - iv. Others
 - 1. There were no other items for discussion.
- c. Finance Committee – Kiman Wong
- i. Review of Monthly Cash Flow & Budget Financial reports.
 - 1. ***The Committee Chair acknowledged that there were no updates to what was presented at the Joint Committee meeting.***
 - ii. Review of response from CPA auditor on amendment of signatory requirement for checks made payable to the State of Hawaii.
 - 1. The Board Chair did clarify for the record that the signatory requirement for checks payable to the State of Hawaii under \$10,000 will remain as one signatory. Checks made payable to payees other than the State of Hawaii will still require two signatories. There are presently three signatories, Mr. Ryan Freitas, Mr. Jeffrey Ono and Mr. Kiman Wong. The Board Chair stated if additional signatories are needed in the future, we may put this item on the agenda.
 - iii. Others.
 - 1. There were no additional items for discussion.

VI. PSAP Status Updates

- a. Kauai – Mark Begley
 - 1. ***The PSAP Representative acknowledged that there were no updates to what was presented at the Joint Committee meeting.***

- b. Oahu – Allan Nagata
 - 1. ***The PSAP Representative acknowledged that there were no updates to what was presented at the Joint Committee meeting.***
- c. Molokai – Dean Rickard
 - 1. ***The PSAP Representative acknowledged that there were no updates to what was presented at the Joint Committee meeting.***
- d. Maui – John Jakubczak
 - 1. ***The PSAP Representative acknowledged that there were no updates to what was presented at the Joint Committee meeting.***
- e. Hawaii – Paul Ferreira
 - 1. ***The PSAP Representative acknowledged that there were no updates to what was presented at the Joint Committee meeting.***

Announcements:

Hawaii Police Department Acting Lieutenant Travis Ing had an announcement regarding National Public Safety Telecommunicators Week which is taking place from April 10-16, 2016. He mentioned they will be hosting a luncheon for their dispatchers during that week.

Ms. Thalia Burns announced that Governor Ige will be signing the proclamation for the State. After the April 12, 2016 Board meeting, everyone is invited to be in attendance at Ceremonial Room at the Capitol Building at 1:00 pm. Ms. Burns requested those who will be in attendance to please send her your name and position titles as soon as possible to relay to the Governor.

VII. Executive Director's Report

- a. The ED will provide updates on the following items:
 - i. Website timeline of human interest success stories update
 - 1. The Administrative Services Assistant sought permissions in order to reproduce articles and host links on our site per DAGS Systems & Procedures. Permissions have been received from the Star Advertiser U.S. Army Weekly with more articles to be posted as permissions are received. The ASA also made an announcement that three new sections have been added to our agency home page for quick access that highlights our transparency to our financial reports, legislative reports and audit reports during this legislative session.
 - ii. Selection committee for Administrative Services Assistant position.
 - 1. Upon receipt of any approved individuals for the position, the Executive Director will contact the Board and advise them on the selection process recommended by DAGS Human

Resources Department. You will have the option of going through an unstructured or structured applicant selection process if only one DHRD approved candidate is selected.

iii. Investigated strategies for earning higher interest on the E911 Fund.

1. The Executive Director stated if the details of the financial reports are analyzed, there was a spike in the interest earned which can be attributed to the Federal Reserve's recent increase in interest rates. With that in mind, the Executive Director did inquire into other avenues to increase our returns. He held a meeting with the Division of Budget and Finance to inquire how they were able to increase their returns, seeing that they manage hundreds of millions of dollars. Our contact at the Attorney General's office explained that we are unfortunately bound by HRS § 138 in that we are limited to holding the funds in an interest bearing account, so that eliminated the more sophisticated investment strategies that DB&F can do with their funds that we may not. We are limited to the interest rate we earn and/or Certificates of Deposits. His calculation of the benefits of both did not amount to any significant changes. He recommends no changes at this time and to continue with business as usual.

iv. Performance Appraisal Systems (PAS) Training.

1. The Executive Director participated in this training in order to evaluate the performance of individuals who report directly to him and feels it was a training that provided great future benefit.

v. Prepaid legislation

1. The Executive Director congratulated the Board Chair and Mr. Kerry Yoneshige of DAGS on their excellent presentation to the Committee this morning. The Board Chair reminded everyone to please discuss the legislation with any contacts you may have in the legislature and if you should require talking points, to please reach out to him, the Executive Director.

VIII. Items for Discussion, Consideration and Action

a. 911 Timeline update.

- i. The Board Chair requested that the PSAPs report any timeline updates to be posted on the 911 website to the Executive Director.

b. Financial Disclosure Forms for Board Members.

- i. The Executive Director stated that the Hawaii State Ethics Department requires these forms to be completed by May 31, 2016 and recommends starting on it as quickly as possible to meet the deadline. Alternating even and odd years require either short form or a long form. This year is an even year and requires

a long form. Information and the forms are hosted on their website.

c. Request for Approval:

i. **HPD (2) - Smart911 Summit and Training; Boston, MA, May 9-12, 2016. \$5,200.**

1. Mr. Roy Irei made a motion to approve the two personnel from HPD to attend the Smart911 Summit and Training in Boston. The motion was seconded and approved by voice vote by all Board members present.

ii. **Board member (1) - IWCE Conference, Las Vegas, NV, March 21-25, 2016 - \$2,500.**

1. Mr. Mark Wong made a motion to approve one Board member to attend the IWCE Conference in Las Vegas. The motion was seconded and approved by voice vote by all Board members present.

d. Others

i. There were no additional items for discussion.

IX. Announcements

a. **Future meeting dates (10am – 12 noon).**

- i. Thursday, March 10, 2016 (Combined meeting) – **DLNR Board Room 132**
- ii. **Tuesday**, April 12, 2016 (Combined meeting)
- iii. Thursday, May 12, 2016 (Combined meeting)
- iv. Thursday, June 9, 2016 (Combined meeting)

b. **FirstNet update – Victoria Garcia**

i. The Board Chair acknowledged that there were no updates to what was presented at the Joint Committee meeting.

X. Executive Session: HRS 92-5(a)(2) Review of performance evaluation for Executive Director.

i. This item has been deferred until the March 10, 2016 Board meeting.

XI. Open Forum: Public comment on issues not on the agenda for consideration for Board agenda at the next meeting.

i. The Board Chair asked if there was anyone who wishes to comment on issues not on the agenda for consideration for the agenda at the next board meeting to please come forward. No one responded.

XII. Adjournment

i. The Board meeting was adjourned at 11:17 am by voice vote of all Board members in attendance.