



**STATE OF HAWAII**

**WIRELESS ENHANCED 911 BOARD**

January 8, 2010

Department of Accounting and General Services  
Comptroller's Conference Room 410  
Kalanimoku Building  
1151 Punchbowl Street  
Honolulu, Hawaii 96813

Minutes

Board Members in attendance: Russ Saito – Chair (Comptroller), Gordon Bruce (Oahu PSAPs), Deputy Chief Paul Ferreira (Hawaii PSAP), Russell Lundberg (Wireless Carrier – Mobi PCS), Captain Victor Ramos (Molokai PSAP), Deputy Chief Clayton Tom (Maui PSAP), Cedric Apaka (Wireless Carrier – Verizon), Goldie Cross (Wireless Carrier – AT&T), James LaClair (Hawaiian Telcom)

Staff in attendance: Glenn Roach – Executive Director, Courtney Tagupa, Kerry Yoneshige (DAGS ASO), Patricia Ohara (Deputy Attorney General)

Guest in attendance: Thera Bradshaw, Tony Ramirez, Clement Chan, Major Marie McCauley, Aimee Wana, Captain Scott Yagihara, Deputy Chief Kenison Tejada, Diana Chun Kevin Kuwahara, Major John Thompson, Bernice Bishop-Kanoa, Clement Chan, Lani Natividad

I. Call to order

Chair called the meeting to order at 10:06 AM

II. Introductions

III. Review and Approval of Minutes from December 11, 2009 Board Meeting.

Motion was made by Russell Lundberg to approved the minutes of the December 11, 2009 Board Meeting. The motion was seconded by James LaClair. No further discussion. The motion passed unanimously.

IV. Committee Updates by Chairs.

- a. Finance Committee – Russell had nothing to report
- b. Technical Committee – Captain Victor Ramos had nothing to report
- c. Policies and Objectives Committee – Cedric Apaka had nothing to report
- d. Administration Committee – Deputy Chief Paul Ferreira had nothing to report
- e. Public Relations Committee – Glenn Roach had nothing to report

- V. PSAP Status Updates
  - a. Kauai – Captain Scott Yagihara had nothing to report
  - b. Oahu – Gordon Bruce had nothing to report
  - c. Molokai – Captain Victor Ramos had nothing to report
  - d. Maui – Deputy Chief Clayton Tom had nothing to report
  - e. Hawaii – Deputy Chief Paul Ferreira had nothing to report

VI. Executive Director’s Report

- a. Update on transition

The Executive Director expressed his gratitude and excitement to serve the Board and then drew attention to the hand-out included in the Board packet that outlines the Staff Roles and Responsibilities as requested as requested by the Administration Committee Chair – Deputy Chief Ferreira. The Executive Director indicated that under the contract with TKC, that he had the overall responsibility and oversight as Executive Director and that Courtney Tagupa with Akimeka Technologies would continue to handle the financial aspects for the Board and Deanna Garcia with Akimeka LLC would continue to maintain and update the website

VII. Monthly Financial Report

- a. Disbursements from the Wireless Enhanced 911 Fund

VIII. Discussion, Consideration and Action Items.

- a. Change in bank signature authority related to the assignment of new Executive Director
- b. Establishment of electronic funds transfer for wireless 9-1-1 fees
- c. Execution of the FY2010 spending plan
- d. Authorization for the Executive Director to draft a 5 year strategic plan
  - i. Board and PSAP technical, operational and financial assessment

Agenda

January 8, 2010

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- e. 2010 DHS Grants
- f. Update on PSAP forum.
- g. 2010 Board Meeting Schedule
- h. Authorization to send the Executive Director to the NENA Technical Development Conference in Nashville, TN – February 7-10, 2010

IX. Announcements.

X. Next meeting date – TBD due to state furlough days

XI. Adjournment.

State of Hawaii  
Wireless Enhanced 911 Board

SUBJECT: Minutes of December 11, 2009 Meeting

Members in Attendance: Russ Saito, Catherine Awakuni, Paul Ferreira, Cedric Apaka, Eric Knutzen, Russell Lundberg, and James Laclair (attachment 1).

Members Not in Attendance: Gordon Bruce, Victor Ramos, Clayton Tom, and Goldie Cross.

Staff in Attendance: Courtney Tagupa (Interim Executive Director), Ben Goodloe (Intrado, Inc.), Kerry Yoneshige (DAGS ASO), and Patricia Ohara (Deputy Attorney General).

Guests in Attendance: Scott Yagihara (Kauai Police Department), Morris Tamanaha (RDC – Navy Region), Tony Ramirez (Akimeka LLC), Diana Chun (City & County EMS), Clement Chan (C&C DIT), Mike Cieslak (CIO – Navy Region), Bernice Bishop-Kanoa (U.S. Government – Navy Region), Michael Correa (Honolulu Police Department), Lani Natividad (HPD), Kenison Tejada (Honolulu Fire Department), Kevin Kuwahara (Hawaiian Telcom), and Justel Ungos (Recorder).

1. The chair called the meeting to order at 10:04 a.m.
2. Committee Updates by Chairs.
  - a. Finance Committee
    - i. The Statement of Cash Flows shows that the account balances for both the General Fund and the Grant Fund. End of month, November 2009 General Fund balance is \$9,871,759.13. Mr. Tagupa will discuss the Statement of Cash Flows in the Executive Director's Report.
    - ii. End of month, November 2009 Grant balance is \$0.00 (attachment 2).
    - iii. Mr. Tagupa stated that items discussed at the last Joint Technical & Finance Committee meeting will be presented in the discussion and action items and Executive Director's Report section of the agenda.
  - b. Technical Committee. Mr. Ramos stated that the items discussed at the last Joint Technical & Finance Committee meeting will be presented in the discussion and action items section of the agenda.
  - c. Policies & Objectives Committee. Nothing to Report.
  - d. Administration Committee. Nothing to Report.
  - e. Public Relations Committee. Nothing to Report.
3. PSAP Status Updates.
  - a. Kauai. Nothing to Report.
  - b. Oahu. Nothing to Report.
  - c. Molokai. Nothing to Report.
  - d. Maui. Nothing to Report.
  - e. Hawaii. Nothing to Report.

4. Executive Director's Report – (attachment 3) – Reports filed last month, and upcoming reports were highlighted.
  - a. Mr. Tagupa stated that the 1st Quarter revenue and administrative assessments were processed.
  - b. Also, on a non-recurring basis, Mr. Tagupa stated that a request was made for a supplemental budget increase for FY2011.
  - c. Mr. Tagupa stated that the biennial audit has been completed and will be discussed in the Discussion & Action Items section of the agenda.
  - d. In addition, Mr. Tagupa stated that all the outstanding disbursements that amounted to \$1.9 million for the month has been cleared. The revenue amount of \$668,000 has been collected and is on track to meet the revenue target for the current fiscal year. The total amount of expenditures to date is \$2.5 million.
  - e. Mr. Lundberg encouraged all PSAPs to send any request for reimbursement before the end of the fiscal year.
  - f. Mr. Tagupa stated that the transition for the new Executive Director has proceeded as of December 11, 2009. Accounting will be maintained by Akimeka Technologies, LLC.
  - g. **ACTION ITEM: Mr. Saito recommended to have Mr. Tagupa coordinate with the Administrative Chair, Mr. Ferreira, and oversee the transition of the new Executive Director.**

5. Discussion and Action Items.

- a. Approve Intrado's request to exercise Option Year 2 of their contract.

Both committees will review the following information prior to approval:

  - i. Accomplishments for the past year(s).
  - ii. Goals and objectives for the option year.
  - iii. Cost analysis for the option year.
    - i. Mr. Tagupa stated at the last Joint Technical and Finance Committee meeting, the Finance Committee approved the cost analysis for the option year.
    - ii. Mr. Tagupa stated that there was a significant decrease in the cost of the project. The document provided by Intrado reflects the remaining work to be done. Originally, the Finance Committee proposed for the remaining period of time, \$527,000 versus an actual estimate of \$131,000. Although Intrado has indicated that there have been no changes in the statement of work, the cost differential may indicate possible procurement issues.
    - iii. The Finance Committee will need to evaluate the procurement issues regarding the statement of work and cost.
    - iv. Mr. Goodloe clarified that there was no price change and that the handout provided by Intrado is simply the cost estimate on the work done that has been agreed upon to complete the project.
    - v. Mr. Laclair informed the Board that a number of companies are capable of Next Generation 911 and Intrado is one competitor. The Board needs to be aware that there is no conflict of interest and make sure those assurances and discussions are private.

- vi. Deputy Attorney General, Pat O'Hara indicated she saw no procurement issues since the SOW did not change.
  - vii. Mr. Knutzen made a motion to approve Intrado's request to exercise Option Year 2 of their contract for 12 months starting February 1, 2009, as described in the Intrado handout. The motion was seconded by Mr. Ferreira, and carried unanimously.
- b. Approve FY2010 Spending Plan. Mr. Tagupa stated that the Board committed to the \$9 million PSAP expenditures. Mr. Tagupa stated that no further funds are available to be approved by the Board for FY2010 unless there are some future under spending that can be utilized to fund additional expenditures for FY2010.
  - i. Also, Mr. Tagupa stated that a request was submitted for an appropriation ceiling increase for FY2011 to \$15.5 million and with that additional amount of funding, the Board will have cash available to take care of the issues. Mr. Yoneshige had indicated that the request was denied.
  - ii. Mr. Lundberg recommended for all PSAPs to submit their reimbursement requests to reach the \$9 million ceiling before the next fiscal year.
  - iii. Mr. Knutzen made a motion to approve the FY2010 Spending Plan that equals to \$9 million for FY2010 as reflected in the Budget vs. Actual handout presented at the meeting. The motion was seconded by Mr. Ferreira, and carried unanimously.
- c. Approve reimbursement for costs associated with representatives meeting to discuss Next Generation technology and current impacts on PSAPs with Telematics, VRS/IP Relay, etc. Mr. Tagupa stated the costs associated with representatives meeting to discuss Next Generation technology and current impacts on PSAPs are estimated to equal \$2,000. Mr. Ferreira made a motion to approve the estimated cost of \$2,000, which was seconded by Mr. Laclair, and carried unanimously.
- d. Approve Independent CPA audit report for FYs 2008 & 2009 Cash Receipts & Disbursements. Mr. Tagupa stated that the objective for the audit was to maintain and achieve an unqualified opinion, the auditors presents fairly the Wireless the cash receipts and disbursements of the Wireless Enhanced 911 Board, State of Hawaii for the period from July 1, 2007 to June 30, 2009. Mr. Tagupa stated that the CPA found no significant misstatements of transactions entered into by the Board during the audit period. Also, Mr. Tagupa stated that no significant difficulties were encountered with management in performing and completing the audit.
  - i. Mr. Lundberg made a motion to approve the independent CPA audit for FY 2008 & 2009 Cash Receipts and Disbursements, which was seconded by Mr. Ferreira, and carried unanimously.
- e. Review and reaffirm the Board's commitment to the RFP on Kauai's Integrated CAD replacement. Mr. Laclair made a motion to reaffirm Kauai's RFP, which was seconded by Mr. Lundberg, and carried unanimously.
  - i. Mr. Knutzen stated instead of demanding performance bonding, Kauai has decided to weigh heavily on the audited and financial statements, vendor qualifications, and references. Support of the maintenance, training and financial capacity is included in the vendor qualifications. Also, Mr.

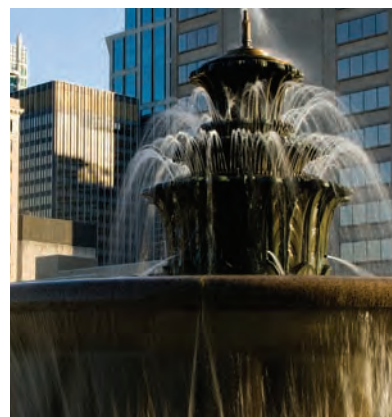
Knutzen stated that Kauai agreed to have a 10% prepayment level that will be carried by the County of Kauai and will submit reimbursement after the 30-60 day time period.

- i. Mr. Ferreira stated the Board should not be looking to approve the RFPs and that it should be up to the County's procurement office and finance department.
  - ii. As discussed in the last Joint Technical and Finance Committee meeting, both committees decided to review the RFP presented by Kauai and to have the Board commit and reaffirm the Board's position to support the upgrade of the CAD system for Kauai to the \$3.8 million in its entirety.
  - iii. Mr. Laclair excused himself from voting due to a potential conflict of interest. Due to lack of quorum, Mr. Saito stated that item e is not valid and waived item e from the agenda but reflected that discussion took place. Mr. Laclair made a motion to approve, which was seconded by Mr. Lundberg, and carried unanimously.
- a. PSAP Forum Update. Mr. Tejada stated that the PSAP forum will be a 2-day educational forum that will brief the PSAPs, lawmakers, and policy makers on new and emerging technologies. Mr. Tejada stated that the Legislative Committee would like to formally recognize Senator Inouye at the Forum for his support of the New and Emerging Technologies Act of 2008 as well as his leadership in public safety in Hawaii and the nation.
  - i. Mr. Tejada stated that the Board's role for this event will be to decide on who will sponsor this event. It is important that Board members as well as key members of neighbor island PSAPs attend this forum.
  - ii. Mr. Tejada stated that once Senator Inouye can make a statement at the event, the Investigative Committee can move forward to hosting the forum.
  - iii. **ACTION ITEM: Mr. Saito recommended for the Investigative Committee to draft a recognition letter to send to Senator Inouye's office. Mr. Saito suggested for the Investigative Committee to work with the Executive Director to provide a draft letter on the explanation of the event.**
- f. Finance Chair replacement process. Mr. Tagupa stated that the Finance Committee nominated Mr. Lundberg to be Finance Chair. Mr. Laclair proposed to close the nomination and vote Mr. Lundberg as the new Finance Chair. The motion was seconded by Mr. Ferreira, and carried unanimously.
- g. Update on new Executive Director Contract. Mr. Tagupa stated that the authority to proceed has been granted effective December 11, 2009. Mr. Yoneshige stated that the current contract with Akimeka will continue until December 31, 2009. Mr. Yoneshige stated that (2) Executive Directors will be on board during the transition period. Mr. Tagupa clarified with the Board that Akimeka Technologies LLC will be responsible for the accounting aspects of the contract.
  - i. Mr. Yoneshige suggested sending all documents to the new Executive Director, Glenn Roach, with Mr. Tagupa as back-up.

- h. Approve nominated additional Technical Committee members. Mr. Tagupa stated that the Technical Committee voted (5) nominees to the Technical Committee: Kenison Tejada, Lt. Aimee Wana, Captain Scott Yagihara, Major Marie McCauley, and Bernice Bishop-Kanoa. Mr. Ferreira made a motion to approve, which was seconded by Mr. Laclair, and carried unanimously.
  - i. Follow-up questions and/or comments regarding the proposed changes to HB1014 as submitted by the Enhanced 911 Legislative Committee. Mr. Laclair stated changes to the existing HB1014bill were to expand the scope of the Board to include all aspects of 911.
    - i. Mr. Laclair recommended having no changes to the current surcharge structure, develop a strategy for fund development for the Board that included aspects of managing the surcharge, increasing the ceiling, looking for the companies that should or not contribute, etc.
    - ii. Mr. Laclair suggested getting the Board's scope and infrastructure in place, and developing a strategy to allow the Board to fund more projects and higher budgets over time.
    - iii. Mr. Saito stated that the Investigative Committee should send the proposed changes to HB1014 to the Legislature as the Board's recommendations.
6. Announcements.
- a. Wishing everyone a safe and Happy Holidays!
7. Next meeting date and location – Friday, January 8, 2009, Comptroller's Conference Room 410, Kalanimoku Building, 1151 Punchbowl Street, Honolulu, Hawaii 96813
8. The meeting was adjourned at 11:23 a.m.

# Technical Development Conference Operations Development Conference

February 7-10, 2010 • Nashville, TN





# WELCOME

You're invited to participate in NENA's 17th Annual Technical Development Conference and 10th Annual Operations Development Conference, together known as the TDC/ODC. As we move closer to the day when full NG9-1-1 can be implemented, the work for 2010 focuses around completion of standards and definition of the migration paths to NG9-1-1, formal testing, and the education of our 9-1-1 community to support the transition of our industry to NG9-1-1.

This TDC/ODC conference will kick off with descriptions, experiences and discussions from regions and states where early adopters have been active in preparing for and implementing parts of NG9-1-1, and will continue with advancements in technology and operations that drive our industry. We will overview the NG9-1-1 project and development effort. In the two days of breakout sessions, attendees will participate in further developing plans for a prudent transitional approach that can be replicated across the country, and ensure that our technical and operational needs are consistently met.

The TDC/ODC gives you the opportunity to shape and help determine the future of your 9-1-1 community through the discussion of IP-based telecommunication for 9-1-1, and the impact on the operation of the NG9-1-1 network and system, and 9-1-1 call centers. Here you will have the opportunity to network with your peers and help shape national policy, standards and transition planning for our 9-1-1 industry.

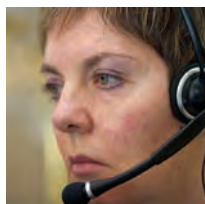
The event will also serve as a key face-to-face forum for further development of essential requirements for 9-1-1 call taker training nationwide and to coalesce various disaster planning recommendations into a cohesive plan involving 9-1-1 communications centers and various other public/private entities.

Help build our future. Join us in Nashville for the TDC/ODC from February 7-10, 2010. We look forward to seeing you there!



**Tom Breen, ENP**  
NENA Technical

**Pete Eggimann, ENP**  
NENA Operations



## Technical Lead Team

Tom Breen, ENP, Technical Committee Chair  
Tony Busam, Technical Committee Vice-Chair  
Roger Hixson, ENP, Technical Issues Director  
Barb Thornburg, ENP, Committee Resource Manager  
Ron Bloom, ENP, Executive Board Technical Liaison

### Data Technical Committee

Delaine Arnold, ENP - Chair  
Erica Aubut, ENP - Vice-Chair

### CPE Technical Committee

Mike Vislocky - Chair  
Robert Walthall - Vice-Chair

### Network Technical Committee

Anand Akundi - Chair  
John Garner, ENP - Vice-Chair

### Non-Traditional Technical Committee

Dave Irwin, ENP - Chair  
Paul McLaren - Vice-Chair

### VoIP/Packet Technical Committee

Nate Wilcox - Chair  
Roger Marshall - Vice-Chair

### Next Generation 9-1-1 Transition Planning Committee

David Jones, ENP and Bill Hinkle Co-Chairs  
Bob Sherry, ENP and Jim Goerke Co-Vice-Chairs

### Technical Committee Advisor

Bob Gojanovich, ENP

## Operations Lead Team

Pete Eggimann, ENP, Operations Committee Chair  
Wendi Lively, ENP, Operations Committee Vice-Chair  
Rick Jones, ENP, Operations Issues Director  
Barb Thornburg, ENP, Committee Resource Manager  
John Crabill, ENP, Executive Board Operations Liaison

### Accessibility Committee

Richard Ray - Chair  
Donna Platt - Vice-Chair

### PSAP Operations and Next Generation

**Integration Committee**  
Marc Berryman, ENP - Chair

### Next Generation 9-1-1 Transition Planning Committee

Bill Hinkle and David Jones, ENP Co-Chairs  
Jim Goerke and Bob Sherry, ENP Co-Vice-Chairs

### PSAP Operations Committee

Collet Crabill, ENP - Chair  
Dave Cox - Vice-Chair

### Contingency Planning Subcommittee

John Haynes, ENP - Chair  
Dave Cox - Vice-Chair

### Human Resources Subcommittee

Ed Marecki, ENP - Chair  
Collet Crabill, ENP - Vice-Chair

### Public Education and PSAP Training Subcommittee

Sonya Lopez-Clauson, ENP - Chair

### Standard Operating Procedures Subcommittee

April Heinze - Chair  
Steve Brooks, ENP - Vice-Chair

# CONFERENCE DETAILS

The 2010 TDC/ODC returns to the Music City, Nashville for an event that promises to cover a wide range of topics/concerns while providing an opportunity to move cooperatively forward, both in technical/operations interaction and in activities involving representatives from other diverse organizations.

Attendees of the two conferences will be working together throughout the event, starting with focus on lessons being learned by state, regional and local implementers of various NG9-1-1 components. Ranging from transition recommendations to interoperability issues to following open standards, guidance will be provided to both public and private industry entities involved in various aspects of NG9-1-1, including providers of various communications services to the public.

Attendees of both events will get a view of today's rapidly evolving sensor/alarm services and their roles within NG9-1-1 and in the wider space of evolving NG emergency communications.

In addition to many joint working sessions throughout the three days, there will be focus on bringing in attendees from various other public/private entities in the broader areas of emergency communications/services to assist in coordinated efforts, such as call taker training essential requirements, disaster planning, N11 interaction and other important activities.

As we move closer to the day when full NG9-1-1 can be implemented, the work for 2010 focuses on completion of standards and definition of the migration paths to NG9-1-1, formal testing, and the education of our 9-1-1 community to support the transition of our industry to NG9-1-1.

The conference will kick off with descriptions, experiences and discussions from regions and states where early adopters have been active in preparing for and implementing parts of NG9-1-1, and will continue with advancements in technology and operations that drive our industry. We will overview the NG9-1-1 project and development effort. In the two days of breakout sessions, attendees will participate in further developing plans for a transitional approach that can be replicated across the country, and ensure that our technical and operational needs are consistently met.

The TDC/ODC gives you the opportunity to shape and help determine the future of your 9-1-1 community through the discussion of IP-based telecommunication for 9-1-1, and the impact on the operation of the NG9-1-1 network and system, and 9-1-1 call centers. Here you will have the opportunity to network with your peers and help shape national policy, standards and transition planning for our 9-1-1 industry.

## Pre-Conference Courses

Sunday, February 7

8:30 AM – 4:30 PM

### Introduction to Converging 9-1-1 Technologies

It started with simply dialing "9-1-1" from a landline phone. Then, in the blink of an eye, it evolved into Enhanced 9-1-1, Wireless E9-1-1, VoIP, MLTS, Skype, NG9-1-1, and countless other public safety and telecommunications services, devices, and systems – each with their own unique benefits and challenges that affect PSAP operations. This course is designed to prepare new emergency communications professionals for the increasingly diverse and interconnected public safety landscape taking shape in front of us.

As the boundaries of what the 9-1-1 system is capable of expand outward, it is important that public safety professionals understand how this impacts the communications center. Attendees will learn about the new and emerging consumer, telecommunications industry, and public safety technologies that converge under the PSAP roof and will explore what they are, how they work, and the effect they have (or will have) on communications center operations now and in the future.

### Next Gen Employees for the Next Gen PSAP

9-1-1 is evolving and so is the makeup of communications center workforce. As PSAPs prepare for next generation technology, they must also prepare for next generation telecommunicators. Although the ability to utilize cell phones, text messaging, and the internet have created a new breed of worker who is comfortable with technology, challenges may arise when trying to communicate with these Generation Y-ers (born 1981-2000).

By preparing for them and the Millennials (born after 2000), we can determine how they will affect the inter-employee dynamic within the PSAP. By learning about the work ethics, motivations, and values held by the younger generations, PSAP managers can engender better communications, improve morale, and create a new generation of leaders. Through attending this course, 9-1-1 professionals – from the manager to the telecommunicator – will obtain a better understanding of their co-workers and learn to promote better social dynamics in the PSAP.

## About the National Emergency Number Association (NENA)

NENA is The Voice of 9-1-1™. NENA promotes implementation and awareness of 9-1-1 as North America's universal emergency number. NENA is the leading professional non-profit organization dedicated solely to 9-1-1 emergency communications issues. NENA serves its nearly 7,000 members in 48 chapters across the U.S., Canada and Mexico through policy advocacy, establishment of technical and operational standards, certification programs and a broad spectrum of educational offerings. Find out more at [www.nena.org](http://www.nena.org).

Questions? Visit [www.nena.org/2010-tdc-odc](http://www.nena.org/2010-tdc-odc) or call 1-800-332-3911 for more information.

# AGENDA

*Tentative agenda and subject to change*

## Sunday, February 7

- 7:30 AM – 5:00 PM**      **Registration**  
**8:30 AM – 4:30 PM**      **Pre-Conference Courses**
- Introduction to Converging 9-1-1 Technologies
  - Next Gen Employees for the Next Gen PSAP
- 5:30 PM – 6:30 PM**      **Welcome Reception**

## Monday, February 8

- 7:30 AM – 5:00 PM**      **Registration**  
**8:30 AM – 10:00 AM**      **Opening Session**
- Presentations and discussion of NG9-1-1 related work by early adopter states and regions, including transition considerations
- This session will include overviews of NG9-1-1 such as planning and implementations by states and regions which have already moved toward NG9-1-1 systems. Readouts will cover what parts of NG9-1-1 have been put in place and are in use, experiences with operations to date, problems encountered, interoperability issues, and needs for content in Standards and Information Documents. Transition issues will involve interaction with and discussion by the NENA NG9-1-1 Transition Planning Committee.

- 10:00 AM – 10:15 AM**      **Break**  
**10:15 AM – 12:00 PM**      **Opening Session continues**
- NG9-1-1 Project Update and 2010 completion activities.
- This session will highlight what we have accomplished so far, what is yet to complete, priorities, and timeline relationships in 2010.

- 12:00 PM – 1:15 PM**      **Lunch Provided**  
**1:15 PM – 3:00 PM**      **Sensor Environment and Impacts on NG9-1-1 and Emergency Communications**
- This session will include coverage by sensor/alarm providers, standards representatives, and telecommunications providers which are targeting data messaging to increase business opportunities. There will be an overview of the types and purposes of sensors in use or planned, and how they will impact NG9-1-1 and emergency entities (PSAPs and others).

- 3:00 PM – 3:15 PM**      **Break**  
**3:15 PM – 5:00 PM**      **Topic Sessions**
- Review of opening sessions' information and impacts
  - Analysis of possible additions/adjustments to national work based on early adopter experiences and needs
  - Review of in-progress and planned NENA NG9-1-1 Project actions for 2010

## Tuesday & Wednesday Topics Include:

- NG9-1-1 educational session regarding its relationship to E9-1-1 functionality, utilizing analogies and correlations
- Readout of NG9-1-1 Industry Collaboration Events (ICE) to-date, including what has been learned in testing among multiple vendors of various NG9-1-1 components
- Purpose, plans and status of NG Safety Consortium, which includes approximately 40 organizational members, in addition to 35 9-1-1-related entities and others
- Update on call taker training essential requirements development work and seeking important input from conference attendees, to assist in finalizing this national work
- Update on N11 interaction and interoperability work in progress and utilizing attendee input to enhance and expand development process
- Coordinated disaster planning discussion and planning across multiple emergency communications/services entities and others
- Various joint technical/operations areas and others are being developed and will be added

## Tuesday, February 9

- 8:30 AM – 10:00 AM**      **Topic Sessions**  
**10:00 AM – 10:15 AM**      **Break**  
**10:15 AM – 12:00 PM**      **Topic Sessions**  
**12:00 PM – 1:15 PM**      **Lunch on your own**  
**1:15 PM – 2:30 PM**      **Topic Sessions**  
**2:30 PM – 2:45 PM**      **Break**  
**2:45 PM – 5:00 PM**      **Topic Sessions**

## Wednesday, February 10

- 8:30 AM – 10:00 AM**      **Topic Sessions**  
**10:00 AM – 10:15 AM**      **Break**  
**10:15 AM – 12:00 PM**      **Topic Sessions**  
**12:00 PM**      **TDC/ODC Adjourns**

**NOTE:** Please DO NOT make travel arrangements that require you to leave the meeting prior to 12:00 noon Wednesday.

TDC/ODC topics cover areas of importance to all NENA technical and operations committees. While some sessions cover topics related to a specific committee, many will be broader, of importance to multiple committees and joint working groups.

## Ground Rules for TDC Participation

The TDC is a working conference—an opportunity to learn through sharing issues and focusing on solutions. The following ground rules have been established to support this process:

- If this is your first TDC, please visit NENA TDC/ODC web site area, [www.nena.org/2010-tdc-odc](http://www.nena.org/2010-tdc-odc) to review a 9-1-1 tutorial and also link to approved NENA standards. The purpose of the TDC is to find technical solutions with national and international application. Solutions are developed by conference attendees, many of whom are NENA members. Please leave your affiliation at the door.
- The TDC is a working meeting that starts at 8:30 AM and continues until 5:00 PM. No other activities are allowed to conflict with the conference program. Please come prepared to work.
- Everyone is encouraged to attend topic sessions and learn about the technical aspects of 9-1-1. Feel free to network with others during free times. We encourage discussion of the topics outside the sessions.
- Please do not disrupt sessions with questions not germane to the discussion at hand or questions relevant to only your home area or organization.
- All pagers and cell phones must be turned off or set to silent mode.

# REGISTRATION FORM

Please register only one attendee per form.  
Duplicate if necessary. Print or type all information.



First Name \_\_\_\_\_ Middle Initial \_\_\_\_\_ Last Name \_\_\_\_\_

Badge Name \_\_\_\_\_ Title \_\_\_\_\_

Agency/ Company \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State/Province \_\_\_\_\_ Zip/Postal Code \_\_\_\_\_ Country \_\_\_\_\_

Daytime Phone \_\_\_\_\_ E-Mail Address \_\_\_\_\_

Please check the appropriate box: I am registering for:  TDC  ODC

Please check if this is your first time attending

Please check and specify if you have Special Needs  \_\_\_\_\_

## Registration Fee

(Includes registration materials, intensive 3-day program, welcome reception, combined group luncheon, refreshment breaks and commemorative shirt)

Please indicate shirt size:  Medium  Large  X Large  XX Large  XXX Large

	<b>Early Registration</b> (received by 12/21/09)	<b>Regular Registration</b> (received after 12/21/09)	<b>Fee Totals</b>
<b>Full Program Registration</b>	<input type="checkbox"/> \$395	<input type="checkbox"/> \$425	\$ _____
<b>ENP</b> (You must be a current/active ENP)	<input type="checkbox"/> \$375	<input type="checkbox"/> \$395	\$ _____

## Additional Events

**Pre-Conference** (Includes instruction, course materials and refreshment breaks)

**One-Day Course** – Sunday, February 7, 2010  \$195  \$225 \$ \_\_\_\_\_

Introduction to Converging 9-1-1 Technologies

Next Gen Employees for the Next Gen PSAP

**TOTAL DUE** \_\_\_\_\_

## Method of Payment

Check enclosed in the amount of \$ \_\_\_\_\_

Credit Card Payment:  MasterCard  Visa  American Express

Card #: \_\_\_\_\_ Exp. Date: \_\_\_\_\_

Name as it appears on card: \_\_\_\_\_

Signature: \_\_\_\_\_

**Send payment by mail or fax to:** NENA TDC/ODC



4350 North Fairfax Drive, Suite 750

Arlington, VA 22203

Phone: (800) 332.3911 • Fax: (703) 812.4675

## Cancellations

All cancellations must be in writing. Cancellations received before December 21, 2009, will be charged a \$25 fee. No refunds can be made after December 21, 2009.

## A Night at the Grand Ole Opry

**Saturday, February 6, 2010**

Join other attendees and guests for a night of singing and dancing in the historic Ryman Auditorium as you listen to some of country music's best performers. It promises to be an evening you won't forget! Contact Rick Jones at [rjones@nena.org](mailto:rjones@nena.org) to purchase your ticket. **Space is limited.**

## For NENA Use Only

ID: \_\_\_\_\_

Invoice #: \_\_\_\_\_

Amount Received: \_\_\_\_\_



National Emergency Number Association  
 4350 North Fairfax Drive, Suite 750  
 Arlington, VA 22203-1695

# NASHVILLE INFORMATION

## Official Conference Hotel

The Renaissance Nashville Hotel is the headquarters hotel for TDC/ODC. All TDC/ODC sessions and events will be held at the Renaissance Nashville Hotel or the adjoining Nashville Convention Center. The Renaissance Nashville Hotel is conveniently located in downtown Nashville and is a short walk away from the Historic Second Avenue District.



“The District” is the place to go for dining, live entertainment or just to unwind. You will also find the Historic Ryman Auditorium, Country Music Hall of Fame, Sommet Center, Frist Center for the Visual Arts, Tennessee Performing Arts Center & Tennessee State Museum, all just steps away from the Renaissance Nashville Hotel.

NENA has secured a discounted rate of \$169 at the Renaissance Nashville Hotel for all TDC/ODC attendees. To make your hotel reservation call 1.800.266.9432 and identify yourself as a NENA TDC/ODC attendee. Reservations can also be made online at [www.nena.org/2010-tdc-odc/housing](http://www.nena.org/2010-tdc-odc/housing).

## See Nashville & Save!

Receive a 10% Discount on any of the following tours.

- Discover Nashville
- Historic Tennessee
- The Civil War: Battle of Franklin
- Nashville Nights
- Grand Legends
- Full Day City Tour & Grand Legends
- Homes of the Stars
- Full Day City Tour & Homes of the Stars

For pricing and additional information about each tour visit <http://www.graylinenashville.com/tours.cfm>.

To book your reservation, call Ms. Utma Martin at 800.251.1864 ext. 107. You must identify yourself as a NENA TDC/ODC guest or attendee to receive the 10% discount.

**TDC/ODC Sponsor**



**HAWAII WIRELESS ENHANCED 911 BOARD**  
**STATEMENT OF CASH FLOWS**  
**For month ending 31 December 09**

**FIRST HAWAIIAN BANK ACCOUNTS:**

General Fund ITEM	Beginning Balance	Net Change	Ending Balance
<b>Cash Inflow:</b>			
Wireless Surcharge Collection	\$ 38,513,465.23	\$ 267,370.99	\$ 38,780,836.22
Interest Income	\$ 1,810,467.15	\$ 397.61	\$ 1,810,864.76
<i>Prior Period Interest Income Adjustment</i>	\$ (257,236.01)		\$ (257,236.01)
Net Interest Income	\$ 1,553,231.14	\$ 397.61	\$ 1,553,628.75
<b>Subtotal Cash Inflow</b>	<b>\$ 40,066,696.37</b>	<b>\$ 267,768.60</b>	<b>\$ 40,334,464.97</b>
<b>Cash Outflow:</b>			
Act 79 Fund Transfer to State	\$ (16,000,000.00)		\$ (16,000,000.00)
PSAP Reimbursement	\$ (9,717,984.94)	\$ (249,530.30)	\$ (9,967,515.24)
Board Member Travel Expense	\$ (53,562.80)	\$ (3,532.89)	\$ (57,095.69)
DB&F Revenue Assessments	\$ (1,905,856.26)	\$ (88,869.88)	\$ (1,994,726.14)
DB&F Administrative Expense Assessments	\$ (225,674.26)	\$ (57,230.52)	\$ (282,904.78)
WSP Reimbursement	\$ (580,450.54)		\$ (580,450.54)
Consultant-Intrado, Inc.	\$ (413,577.86)		\$ (413,577.86)
Consultant-Akimeka	\$ (1,274,208.23)	\$ (24,254.13)	\$ (1,298,462.36)
Audit Expense	\$ (21,932.50)	\$ (2,612.50)	\$ (24,545.00)
Board Strategic Planning Expenses	\$ (1,689.85)		\$ (1,689.85)
Unused PSAP Grant Fund Expenditures			\$ -
<b>Subtotal Cash Outflow</b>	<b>\$ (30,194,937.24)</b>	<b>\$ (426,030.22)</b>	<b>\$ (30,620,967.46)</b>
<b>Totals</b>	<b>\$ 9,871,759.13</b>	<b>\$ (158,261.62)</b>	<b>\$ 9,713,497.51</b>

Grant Fund ITEM	Beginning Balance	Net Change	Ending Balance
<b>Cash Inflow:</b>			
PSAP Readiness Fund	\$ 1,250,000.00		\$ 1,250,000.00
<b>Cash Outflow:</b>			
PSAP Reimbursement	\$ (916,469.19)		\$ (916,469.19)
Consulting Expense (Intrado)	\$ (131,500.00)		\$ (131,500.00)
Maui Reception Expense	\$ (2,073.64)		\$ (2,073.64)
Maui PSAP Deployment	\$ (199,957.17)		\$ (199,957.17)
<b>Subtotal Cash Outflow</b>	<b>\$ (1,250,000.00)</b>	<b>\$ -</b>	<b>\$ (1,250,000.00)</b>
<b>Totals</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**HAWAII WIRELESS ENHANCED 911 BOARD**  
**STATEMENT OF CASH FLOWS**  
**For month ending 31 December 09**

RECEIPTS & DISBURSEMENTS						
MONTH OF DECEMBER 2009						
DESCRIPTION	Kauai PSAP	Maui PSAP	Oahu PSAP	Operations	TOTAL	
<b>RECEIPTS:</b>						
Interest Inc	-	-	-	398	398	
Total Wireless Surcharge Collection	-	-	-	267,371	267,371	
<b>Total Receipts</b>	-	-	-	<b>267,769</b>	<b>267,769</b>	
<b>Expense</b>						
Audit Expense	-	-	-	2,613	2,613	
Board Member Travel	-	-	-	3,533	3,533	
<b>Consulting Expense</b>						
Akimeka, LLC	-	-	-	24,254	24,254	
<b>Total Consulting Expense</b>	-	-	-	<b>24,254</b>	<b>24,254</b>	
<b>DB&amp;F Assessments</b>						
DB&F Admin. Exp. Assess	-	-	-	57,231	57,231	
DB&F Revenue Assessment	-	-	-	88,870	88,870	
<b>Total DB&amp;F Assessments</b>	-	-	-	<b>146,100</b>	<b>146,100</b>	
<b>PSAP Expenses</b>						
Akimeka Program Mgmt	96,615	65,667	-	-	162,281	
<b>Conferences</b>						
APCO Conference	1,812	-	9,757	-	11,569	
Telematics VRS/IP Meeting	-	300	-	-	300	
<b>Total Conferences</b>	<b>1,812</b>	<b>300</b>	<b>9,757</b>	<b>-</b>	<b>11,870</b>	
<b>Hawaiian Telcom Charges</b>						
Hawaiian Telcom Trunk	38,247	37,133	-	-	75,379	
<b>Total Hawaiian Telcom Charges</b>	<b>38,247</b>	<b>37,133</b>	<b>-</b>	<b>-</b>	<b>75,379</b>	
<b>Total PSAP Expenses</b>	<b>136,674</b>	<b>103,100</b>	<b>9,757</b>	<b>-</b>	<b>249,530</b>	
<b>Total Expense</b>	<b>136,674</b>	<b>103,100</b>	<b>9,757</b>	<b>176,500</b>	<b>426,030</b>	

**HAWAII WIRELESS ENHANCED 911 BOARD**  
**STATEMENT OF CASH FLOWS**  
**For month ending 31 December 09**

BUDGET VS ACTUALS		Hawaii PSAP		Kauai PSAP		Maui PSAP		Oahu PSAP		Operations		TOTAL		
FY2010-To-DATE RECEIPTS & DISBURSEMENTS		1Jul09 - 31 Dec 09		1Jul09 - 31 Dec 09		1Jul09 - 31 Dec 09		1Jul09 - 31 Dec 09		1Jul09 - 31 Dec 09		1Jul09 - 31 Dec 09		
For 6 months ending 31 December 2009		Actuals		Actuals		Actuals		Actuals		Actuals		Actuals		
		Budget		Budget		Budget		Budget		Budget		Budget		
DESCRIPTION		Over/ (Under) Budget		Over/ (Under) Budget		Over/ (Under) Budget		Over/ (Under) Budget		Over/ (Under) Budget		Over/ (Under) Budget		
<b>Receipts:</b>														
Interest Inc	-	-	-	-	-	-	-	-	-	-	-	5,523	5,947	(424)
Wireless Surcharge Collect	-	-	-	-	-	-	-	-	-	-	-	4,254,095	4,419,120	(165,025)
<b>Total Receipts</b>	<b>444,282</b>	<b>2,035,540</b>	<b>(1,591,258)</b>	<b>328,236</b>	<b>2,204,493</b>	<b>(1,879,931)</b>	<b>328,236</b>	<b>962,765</b>	<b>1,193,506</b>	<b>2,327,476</b>	<b>(1,133,970)</b>	<b>4,259,618</b>	<b>4,425,067</b>	<b>(165,449)</b>
<b>Disbursements:</b>														
Audit Expense	-	-	-	-	-	-	-	-	-	-	-	8,883	8,900	(18)
Board Member Travel	-	-	-	-	-	-	-	-	-	-	-	8,071	26,700	(18,629)
Consulting Expense	-	-	-	-	-	-	-	-	-	-	-	290,856	586,304	(295,448)
DB&F Assessments	-	-	-	-	-	-	-	-	-	-	-	289,164	670,822	(381,658)
<b>PSAP Expenses</b>	<b>444,282</b>	<b>2,035,540</b>	<b>(1,591,258)</b>	<b>328,236</b>	<b>2,204,493</b>	<b>(1,879,931)</b>	<b>328,236</b>	<b>962,765</b>	<b>1,193,506</b>	<b>2,327,476</b>	<b>(1,133,970)</b>	<b>4,259,618</b>	<b>7,530,274</b>	<b>(5,239,689)</b>
WSP Cost Recovery	-	-	-	-	-	-	-	-	-	-	-	84,104	177,000	(92,896)
<b>Total Disbursements</b>	<b>444,282</b>	<b>2,035,540</b>	<b>(1,591,258)</b>	<b>328,236</b>	<b>2,204,493</b>	<b>(1,879,931)</b>	<b>328,236</b>	<b>962,765</b>	<b>1,193,506</b>	<b>2,327,476</b>	<b>(1,133,970)</b>	<b>681,077</b>	<b>1,469,726</b>	<b>(788,648)</b>
<b>Net Receipts/(Disbursements)</b>												<b>2,971,563</b>	<b>9,000,000</b>	<b>(6,028,337)</b>
<b>%Budget Expended</b>												<b>1,287,955</b>		
													<b>46.3%</b>	<b>33.0%</b>



**HAWAII WIRELESS ENHANCED 911 BOARD**  
**STATEMENT OF CASH FLOWS**  
**For month ending 31 December 09**

FY 2010 BUDGET VS ACTUALS

For 6 months ending 31 December 2010

DESCRIPTION	Hawaii PSAP		
	1Jul09 - 31Dec09 Actuals	Budget	Over/(Under)
<b>DISBURSEMENTS:</b>			
<b>PSAP Expenses</b>			
Akimeka Program Mgmt	105,450.21	389,006.00	(283,555.79)
<b>CAD Related Expenses</b>			
Integrgraph CAD upgrade	142,666.40	327,130.00	(184,463.60)
Motorola CAD Port @ Kapolei	-		
CAD Related Expenses - Other	-	39,343.00	(39,343.00)
<b>Total CAD Related Expenses</b>	<b>142,666.40</b>	<b>366,473.00</b>	<b>(223,806.60)</b>
<b>Conferences</b>			
APCO Conference	14,519.68	14,520.00	(0.32)
Navigator 2009	-		
Nena Conference	10,636.89	10,636.00	0.89
Telematics VRS/IP Meeting	-		
<b>Total Conferences</b>	<b>25,156.57</b>	<b>25,156.00</b>	<b>0.57</b>
<b>Hawaiian Telcom Charges</b>			
Haw Tel T1 Charges	-	35,190.00	(35,190.00)
Hawaiian Telcom Trunk	120,680.64	280,979.00	(160,298.36)
HawT Chgs for C&C, Hickam, HPD	-	31,621.00	(31,621.00)
<b>Total Hawaiian Telcom Charges</b>	<b>120,680.64</b>	<b>347,790.00</b>	<b>(227,109.36)</b>
Pictometry License Agreement	50,327.79	907,115.00	(856,787.21)
<b>Total PSAP DISBURSEMENTS</b>	<b>444,281.61</b>	<b>2,035,540.00</b>	<b>(1,591,258.39)</b>

**HAWAII WIRELESS ENHANCED 911 BOARD**  
**STATEMENT OF CASH FLOWS**  
**For month ending 31 December 09**

FY 2010 BUDGET VS ACTUALS  
For 6 months ending 31 December 2010

DESCRIPTION	Kauai PSAP		
	1Jul09 - 31Dec09 Actuals	Budget	Over/(Under)
<b>DISBURSEMENTS:</b>			
<b>PSAP Expenses</b>			
Akimeka Program Mgmt	236,694.96	265,846.00	(29,151.04)
<b>CAD Related Expenses</b>			
Integrgraph CAD upgrade	-		
Motorola CAD Port @ Kapolei	-		
CAD Related Expenses - Other	-	1,375,783.00	(1,375,783.00)
<b>Total CAD Related Expenses</b>	-	1,375,783.00	(1,375,783.00)
<b>Conferences</b>			
APCO Conference	1,812.31	3,500.00	(1,687.69)
Navigator 2009	-		
Nena Conference	-	7,000.00	(7,000.00)
Telematics VRS/IP Meeting	-		
<b>Total Conferences</b>	1,812.31	10,500.00	(8,687.69)
<b>Hawaiian Telcom Charges</b>			
Haw Tel T1 Charges	-		
Hawaiian Telcom Trunk	86,054.76	342,715.00	(256,660.24)
HawT Chgs for C&C, Hickam, HPD	-		
<b>Total Hawaiian Telcom Charges</b>	86,054.76	342,715.00	(256,660.24)
Pictometry License Agreement	-	209,649.00	(209,649.00)
<b>Software Maintenance</b>			
GeoSnap Maintenance	-		
<b>Total Software Maintenance</b>	-		
<b>Total PSAP DISBURSEMENTS</b>	<b>324,562.03</b>	<b>2,204,493.00</b>	<b>(1,879,930.97)</b>

**HAWAII WIRELESS ENHANCED 911 BOARD**  
**STATEMENT OF CASH FLOWS**  
**For month ending 31 December 09**

FY 2010 BUDGET VS ACTUALS  
 For 6 months ending 31 December 2010

DESCRIPTION	Maui PSAP		
	1Jul09 - 31Dec09 Actuals	Budget	Over/(Under)
<b>DISBURSEMENTS:</b>			
<b>PSAP Expenses</b>			
Akimeka Program Mgmt	197,000.02	373,756.00	(176,755.98)
<b>Conferences</b>			
APCO Conference	7,492.69	12,045.00	(4,552.31)
Navigator 2009	-		
Nena Conference	12,045.41	7,500.00	4,545.41
Telematics VRS/IP Meeting	300.40	300.40	-
<b>Total Conferences</b>	<b>19,838.50</b>	<b>19,845.40</b>	<b>(6.90)</b>
<b>Hawaiian Telcom Charges</b>			
Haw Tel T1 Charges	-		
Hawaiian Telcom Trunk	111,397.80	204,348.00	(92,950.20)
HawT Chgs for C&C, Hickam, HPD	-		
<b>Total Hawaiian Telcom Charges</b>	<b>111,397.80</b>	<b>204,348.00</b>	<b>(92,950.20)</b>
Pictometry License Agreement	-	364,816.00	(364,816.00)
<b>Total PSAP DISBURSEMENTS</b>	<b>328,236.32</b>	<b>962,765.40</b>	<b>(634,529.08)</b>

**HAWAII WIRELESS ENHANCED 911 BOARD**  
**STATEMENT OF CASH FLOWS**  
**For month ending 31 December 09**

FY 2010 BUDGET VS ACTUALS

For 6 months ending 31 December 2010

DESCRIPTION	Oahu PSAP		
	1Jul09 - 31Dec09 Actuals	Budget	Over/(Under)
<b>PSAP DISBURSEMENTS</b>			
CAD Related Expenses			
Integrgraph CAD upgrade	-		
Motorola CAD Port @ Kapolei	-	7,766.00	(7,766.00)
CAD Related Expenses - Other	-	91,719.00	(91,719.00)
<b>Total CAD Related Expenses</b>	-	99,485.00	(99,485.00)
Computers			
20 PTK Cordless	-	6,363.00	(6,363.00)
Servers DIT	-	68,789.00	(68,789.00)
<b>Total Computers</b>	-	75,152.00	(75,152.00)
Conferences			
APCO Conference	21,693.80	14,500.00	7,193.80
Navigator 2009	7,014.30	7,014.00	0.30
Nena Conference	14,508.95	21,700.00	(7,191.05)
Telematics VRS/IP Meeting	-		
<b>Total Conferences</b>	43,217.05	43,214.00	3.05
EMS Tower Equipment	-	113,972.00	(113,972.00)
Fiber Optic Cable	-	115,310.00	(115,310.00)
GeoCom Consulting	41,780.09	41,781.00	(0.91)
Hawaiian Telcom Charges			
Haw Tel T1 Charges	-		
Hawaiian Telcom Trunk	1,086,128.58	1,528,760.00	(442,631.42)
HawT Chgs for C&C, Hickam, HPD	-		
<b>Total Hawaiian Telcom Charges</b>	1,086,128.58	1,528,760.00	(442,631.42)
Overtime			
O/T GeoComm Training	-	13,758.00	(13,758.00)
O/T Pictometry Training	-	3,106.00	(3,106.00)
<b>Total Overtime</b>	-	16,864.00	(16,864.00)
Pictometry License Agreement	-	270,558.00	(270,558.00)
Software Maintenance			
GeoSnap Maintenance	22,380.00	22,380.00	-
<b>Total Software Maintenance</b>	22,380.00	22,380.00	-
<b>Total PSAP DISBURSEMENTS</b>	<b>1,193,505.72</b>	<b>2,327,476.00</b>	<b>(1,133,970.28)</b>

**HAWAII WIRELESS ENHANCED 911 BOARD**  
**STATEMENT OF CASH FLOWS**  
**For month ending 31 December 09**

FY 2010 BUDGET VS ACTUALS

For 6 months ending 31 December 2010

DESCRIPTION	Operations		
	1Jul09 - 31Dec09 Actuals	Budget	Over/(Under)
<b>Expense</b>			
Audit Expense	8,882.50	8,900.00	(17.50)
Board Member Travel	8,070.70	26,699.60	(18,628.90)
Consulting Expense			
Akimeka, LLC	168,370.29	335,000.00	(166,629.71)
Intrado, Inc	122,485.63	251,304.00	(128,818.37)
<b>Total Consulting Expense</b>	<b>290,855.92</b>	<b>586,304.00</b>	<b>(295,448.08)</b>
DB&F Assessments			
DB&F Admin. Exp. Assess	76,182.97	255,587.00	(179,404.03)
DB&F Revenue Assessment	212,980.90	415,235.00	(202,254.10)
<b>Total DB&amp;F Assessments</b>	<b>289,163.87</b>	<b>670,822.00</b>	<b>(381,658.13)</b>
WSP Cost Recovery			
Sprint/Nextel	84,104.12	177,000.00	(92,895.88)
<b>Total WSP Cost Recovery</b>	<b>84,104.12</b>	<b>177,000.00</b>	<b>(92,895.88)</b>
<b>Total Expense</b>	<b>681,077.11</b>	<b>1,469,725.60</b>	<b>(788,648.49)</b>

**HAWAII WIRELESS ENHANCED 911 BOARD**  
**STATEMENT OF CASH FLOWS**  
**For month ending 31 December 09**

BANK RECONCILIATION SUMMARY		
MONTH OF DECEMBER 2009		
DESCRIPTION		Dec 31, 09
Beginning Bank Balance 12/01/2009		\$ 11,488,970.94
Cleared Transactions		
	Checks and Payments - 13 items	\$ (1,669,765.75)
	Deposits and Credits - 11 items	\$ 267,768.60
Total Cleared Transactions		\$ (1,401,997.15)
Ending Bank Balance 12/31/2009		\$ 10,086,973.79
Uncleared Transactions		
	Checks and Payments - 12 items	\$ (373,476.28)
	Deposits and Credits - 3 items	\$ -
Total Uncleared Transactions		\$ (373,476.28)
Register Balance as of 12/31/2009		\$ 9,713,497.51

# ATTACHMENT B

Furlough Calendar for: DAGS, DOA, B&F, DBEDT, DCCA, DHHL, DOH, DHRD, DHS, DLNR, DPS, TAX, DOT, OIP \*

October 2009						
Su	M	T	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

Holiday: None

November 2009						
Su	M	T	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

Holiday: November 11 & 26  
Veterans' Day & Thanksgiving

December 2009						
Su	M	T	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

Holiday: December 25  
Christmas

January 2010						
Su	M	T	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	28	29	28	29	30
31						

Holiday: January 1 & 18  
New Year's Day & Dr. Martin Luther King, Jr. Day

February 2010						
Su	M	T	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

Holiday: February 15  
President's Day

March 2010						
Su	M	T	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

Holiday: March 26  
Prince Jonah Kuhio Kalaniana'ole Day

April 2010						
Su	M	T	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

Holiday: April 2  
Good Friday

May 2010						
Su	M	T	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Holiday: May 31  
Memorial Day

June 2010						
Su	M	T	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

Holiday: June 11  
King Kamehameha I Day

- = Furlough day when office will be closed
- = State Holiday

\* The scheduled furloughs will apply to the administrative offices and almost all staff within these departments. However a limited number of programs within a few departments will use alternate scheduled furlough days to minimize disruption of their unique public services. These programs with alternate days will be posted on each department's website.

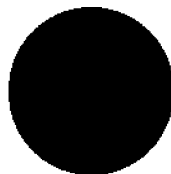


**U.S. DEPARTMENT OF HOMELAND SECURITY**

## **FY 2010 Preparedness Grant Programs Overview**

**Homeland Security Grant Program (HSGP)  
Tribal Homeland Security Grant Program (THSGP)  
UASI Nonprofit Security Grant Program (UASI NSGP)  
Emergency Management Performance Grants (EMPG)  
Interoperable Emergency Communications Grant Program (IECGP)  
Regional Catastrophic Preparedness Grant Program (RCPGP)  
Emergency Operations Center Grant Program (EOC)  
Driver's License Security Grant Program (DLSGP)  
Buffer Zone Protection Program (BZPP)  
Freight Rail Security Grant Program (FRSGP)  
Intercity Passenger Rail (Amtrak)  
Port Security Grant Program (PSGP)  
Intercity Bus Security Grant Program (IBSGP)**

**December 8, 2009**



**Grant Programs Directorate**



## Homeland Security Preparedness Grant Programs Overview

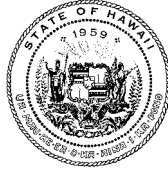
One of the core missions of the Department of Homeland Security (DHS) is to enhance the ability of state, territory, local and tribal governments to prevent, protect against, respond to and recover from terrorist attacks and other disasters. DHS's comprehensive suite of homeland security preparedness grant programs are an important part of the Administration's larger, coordinated effort to strengthen homeland security preparedness. These programs implement objectives addressed in a series of post-9/11 laws, strategy documents, plans and Homeland Security Presidential Directives (HSPDs).

Together, DHS grant programs may fund a wide range of preparedness activities, to include planning, organization, equipment purchase, training, exercises and grant management and administration costs. These programs support objectives outlined in the National Preparedness Guidelines and related national preparedness doctrine, such as the National Incident Management System, the *National Response Framework* and the *National Infrastructure Protection Plan*.

Following is a summary of the DHS grant programs which are being announced on December 8, 2009. The following pages outline greater details and background information with respect to these programs.

### Funding Distribution – FY 2009 and FY 2010

Program	FY 2009	FY 2010
<b>Homeland Security Grant Program</b>		
State Homeland Security Program	\$861,265,000	\$842,000,000
Urban Areas Security Initiative	\$798,631,250	\$832,520,000
Operation Stonegarden	\$60,000,000	\$60,000,000
Metropolitan Medical Response System	\$39,831,404	\$39,359,956
Citizen Corps Program	\$14,572,500	\$12,480,000
Tribal Homeland Security Grant Program	\$1,660,000	<=\$10,000,000
UASI Nonprofit Security Grant Program	\$15,000,000	\$19,000,000
Emergency Management Performance Grants	\$306,022,500	\$329,799,991
Interoperable Emergency Communications Grant Program	\$48,575,000	\$48,000,000
Regional Catastrophic Preparedness Grant Program	\$31,002,500	\$33,600,000
Emergency Operations Center Grant Program	\$34,002,500	\$57,600,000
Driver's License Security Grant Program	\$48,575,000	\$48,000,000
Buffer Zone Protection Program	\$48,575,000	\$48,000,000
Port Security Grant Program	\$388,600,000	\$288,000,000
Intercity Passenger Rail (Amtrak)	\$25,000,000	\$20,000,000
Freight Rail Security Grant Program	\$15,000,000	\$15,000,000
Intercity Bus Security Grant Program	\$11,658,000	\$11,520,000
Trucking Security Program	\$2,224,750	\$0
<b>TOTAL</b>	<b>\$3,098,795,404</b>	<b>\$2,714,879,947</b>



January 8, 2010

To: Wireless Enhanced 9-1-1 Board

From: Glenn Roach – Executive Director

Subject: Staff Roles and Responsibilities

Based on the Statement of Work in the RFP for Executive Director Services the following are the roles and responsibilities that will be delegated amongst the various staff members:

**Executive Director – Glenn Roach**

- Administer polices in compliance with statutes applicable to the Wireless Enhanced 911 Board.
- Recommend policies and develop procedures and practices that are required for the Board to attain its mission.
- Provide guidance to wireless carriers, public safety answering points (PSAPs) and the public on the interpretation of the Board's policies and the statutes.
- Answer media or other inquiries on behalf of the Board.
- Provide the notice, location, and the minutes for the Board meetings.
- Direct staff to fulfill operational duties and responsibilities of the Board.
- Prepare materials for Board meetings to include agenda, minutes, reports, and any related documents needed for discussions.
- Ensure that Board actions and operations comply with all statutes, rules, policies, and directives.
- Testify at Legislative hearings as required.
- Act as the Public Information Officer for the Board, to include but not limited to, preparing Public Service Announcements, Media Releases, providing recommendations and managing Wireless 911 public education, etc.
- Monitor and report to the Board, impending or proposed changes to Federal/State/County regulations that may affect Wireless E911 services, which may include wireless phone services.

- Oversee and manage consultants acquired through contracts entered into by the Board; to include providing monthly reports to the Board on project status.
- Prepare monthly reports package outlining assessments collected and reimbursement processed to provide the Board with financial information necessary to manage the operations.
- Monitor that there is an adequate amount of securities in the collateral account for deposits at designated financial institution( s).
- Process monthly assessments from wireless carriers.
- Process disbursements from the Wireless Enhanced 911 Fund (the Fund) which include PSAP, wireless carrier, and Board member reimbursements in conformance with the state procurement law and other applicable state policies and procedures.
- Establish and maintain a website for the Board and accessible to the community for information relating to Wireless 911 status and Board activities.
- Provide information and statistical data to facilitate the drafting of legislation by DAGS when necessary, prepare budget and legislative testimony, and respond to legislative requests.
- Prepare all required reports and provide information as required (see attached list); note that reports need to be submitted to Board for approval prior to submittal.
- Audit PSAPs or wireless carriers as instructed by the Board.
- Recommend auditor to the Board, to annually audit the Fund.
- Provide the Board with financial projections of the fund as it relates to ongoing recurring costs, on-going projects, proposed projects, etc.
- Conduct ad hoc analysis and research on the wireless industry, 911 services and other matters as needed by the Board
- Maintain record of policies for the Board.
- Maintain record of all contracts and agreements executed by the Board.
- Maintain file of Board meeting materials and handouts.
- Schedule Board meetings and notify members.
- File Board meeting agendas with the Office of the Lieutenant Governor complying with the Sunshine Law.
- Obtain facilities for Board meetings.
- Obtain legal opinions if necessary from the State Department of Attorney General.
- Monitor and provide status reports on Board member terms of office.
- Assist the Governor's Office in filling Board vacancies.
- Process Board member travel requests

**Finance Director – Courtney Tagupa**

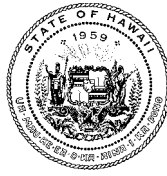
- Prepare monthly reports package outlining assessments collected and reimbursement processed to provide the Board with financial information

necessary to manage the operations. These monthly reports will be prepared from accounting records which conform to Generally Accepted Accounting Principles (GAAP), Governmental Accounting Standards Board (GASB) pronouncements and the policies and procedures contained within the State of Hawaii Accounting Manual;

- Monitor that there is an adequate amount of securities in the collateral account for deposits at designated financial institution(s);
- Process monthly assessments from wireless carriers;
- Process disbursements from the Wireless Enhanced 911 Fund (the Fund) which include PSAP, wireless carrier, contractors and Board member reimbursements in conformance with the state procurement law and other applicable state policies and procedures;
- Provide the Board with financial projections of the fund as it relates to ongoing recurring costs, on-going projects, proposed projects, etc;
- Assistance to the selected auditor in the annual audit of the Fund;
- Provide assistance to the Executive Director in providing information and preparation of all required financial reports;
- Provide Assistance to the Board and Executive Director with other Financial Accounting Services as may be required.
- Attend Meetings as may be required
- Provide State of Hawaii General Excise tax filing support to TKC, Board and Executive Director

#### **Web Services - Deanna Garcia**

- Establish and maintain the website and supporting infrastructure for the Board website, which is accessible to the public for information relating to Wireless 911 and Board activities.
- Provide Assistance to the Executive Director with other Web Maintenance Services as may be required.



January 8, 2010

To: Wireless Enhanced 9-1-1 Board, Technical and Finance Committees

From: Glenn Roach – Executive Director

Subject: Authorization to send the Executive Director to the NENA Technical Development Conference in Nashville, TN – February 7-10, 2010

The following are the estimated costs for the Executive Director to attend the NENA Technical Development Conference in Nashville, TN – February 7-10, 2010 (see included brochure)

- Airfare: \$713
- Hotel: \$845
- Per Diem \$330
  
- Total: \$1,888

Finance Committee Approval:

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Name Signature

Technical Committee Approval:

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Name Signature

Board Approval:

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Name Signature



Wireless Enhanced 911 Board

January 8, 2010

10:00 a.m.

Department of Accounting and General Services  
Comptroller's Conference Room  
1151 Punchbowl Street, Honolulu, HI 96813

Name	Agency
1. James L. Allen	HAWAIIAN TEL
2. <del>Theresa</del> Bradshaw	TKC CONSULTING
3. Courtney Thomas	FRANCIS TERRY
4. Bruce Yagihara	KAUAI PD
5. Julie Hopkins	VIPI
6. Tony Ramirez	AKIHEKA LLC
7. Pam Ferrera	HAWAII PD
8. Goldie Cross	AT&T
9. Keesia Tejada	HFD
10. Kevin Kawahara	HAWAIIAN TELECOM
11. J. Loni Natividad	HPD - COMM
12. Marie McConley	HPD - COMM
13. JANE THOMPSON	Honolulu Police Dept
14. Wade Rogers	KAUAI PD
15. CLAYTON TOM	MAUI POLICE DEPT
16. GORDON BRUCE	C&C HNL
17. KERRY YAGIHARA	DARS
18. Clement Chan	(d/c) DIT
19. Bernice Bullock-Kawa	DOM
20. PAT CHARRA	Attorney General

**Wireless Enhanced 911Board**

**January 8, 2010**

**10:00 a.m.**

**Department of Accounting and General Services  
Comptroller's Conference Room  
1151 Punchbowl Street, Honolulu, HI 96813**

Name	Agency	Phone
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