



## STATE OF HAWAII

### Enhanced 911 Board Meeting

**(Combined Meeting)**  
**Thursday, August 13, 2015**  
**Kalanimoku Bldg., Room 322B**  
**1151 Punchbowl St., Honolulu**  
**10:00 am to 12:00 noon**

**Board members present:** Paul Ferreira (Chair), Roy Irei, John Jakubczak, Kiman Wong, Lisa Hiraoka (Consumer Advocate Designee), Mark Begley, Thalia Burns, Ryan Freitas, Michael Otsuji (CIO Designee), and Steven Schutte.

**Board members absent:** Jeff Riewer and Mark Wong.

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

**Guests:** Travis Ing (HawPD), Davlynn Racadio (MPD), Dean Rickard (MPD), Bonnie Young (MPD), Lavina Taovao (KPD), Rob Gausepohl (KPD), Victoria Garcia (DoD SWIC), Tim Jenkins (Intrado), Eric Guerrero (Intrado), Tony Ramirez (Akimeka), Randy Macadangdang (HPD), Alan Nagata (HPD), Ben Morgan (HT), Wayne Hirasa (SIC), Eleni Papakiristis (HT), Ahlan Leong (HPD), Diana Chun (ESD), Dave Beck (Pictometry) and Clement Chan (DIT).

### Meeting Minutes

#### **I. Call to Order, Public Notice, Quorum**

- a. The meeting was called to order by the Board Chair at 11:30 am.
- b. Quorum was present.

#### **II. Public testimony on all agenda items**

- a. The Board Chair requested of those in attendance if anyone wishes to testify on any of agenda items to please come forward; no one came forward.

#### **III. Introductions**

- a. The Board Chair requested of those in attendance to please introduce themselves.

#### **IV. Review and Approval of Last Month's Meeting Minutes**

- a. The Board Chair requested that the board members review the meeting minutes of the July 9, 2015 meeting.

- b. Mr. Roy Irei motioned to approve the minutes of the July 9 meeting. The motion was seconded and approved by voice vote by all the board members present.

## V. Committee Updates by Committee Chairs

- a. Communications Committee – Steven Schutte
  - i. ***There were no additional updates from what was previously discussed during the communications committee meeting.***
  - ii. Formation of Executive Director Performance Evaluation committee-S.Schutte
  - iii. 2015 Legislative Investigative Committee update – Paul Ferreira
- b. Technical Committee – Thalia Burns
  - i. ***There were no additional updates from what was previously discussed during the communications committee meeting.***
  - ii. Investigative Regulatory Committee – Marshall Kanehailua
  - iii. FCC
    - 1. Comments on Chairman Wheeler’s Testimony.
    - 2. FCC 15-9 Location Accuracy Requirements Presentation – T. Ramirez.
  - iv. Text-2-911 update
  - v. Others
- c. Finance Committee – Kiman Wong
  - i. Mr. Kiman Wong congratulated the board and committee members for their continued support in maintaining spending within budgetary limits for FY 2015.
  - ii. ***There were no additional updates from what was previously discussed during the finance committee meeting.***
  - iii. Acknowledgement of new & returning committee members.
  - iv. Review of Monthly Cash Flow & Budget Financial report
    - 1. FY 2015 Final June 2015
    - 2. FY 2016 July 2015
  - v. Others.

## VI. Executive Director’s Report

- a. The Executive Director summarized the tasks that have been completed, started and planned. The major tasks completed included the:
  - i. Transition from TKC to state employees for Board administrative staff.
  - ii. Search underway for Administrative Assistant.
  - iii. Completion of FCC Annual Report.
  - iv. Successful accounting close for FY 2015.
  - v. NASNA/NENA Conferences
  - vi. Transition of e911 website from AKIMEKA to DAGS.

- b. Tasks that have been started include:
  - i. FY 2015 Independent CPA audit completion.
  - ii. Continuation of the Administrative Assistant search.
  - iii. Prepaid legislation committee support.
- c. Planned tasks include:
  - i. Website timeline of human interest success stories.
  - ii. Annual Report to the Legislature.
  - iii. Update of Bylaws.
  - iv. NENA interim Conference networking

## **VII. PSAP Status Updates**

- a. Kauai – Mark Begley – No updates
- b. Oahu – Alan Nagata - No updates
- c. Molokai – Dean Rickard – No updates
- d. Maui – John Jakubczak – No updates
- e. Hawaii – Paul Ferreira – No updates from what was previously discussed during the Joint Committee meeting.

## **VIII. Items for Discussion, Consideration and Action**

- a. 911 Timeline update – no updates at this time.
- b. Request for approval:
  - i. HPD requests modification of its FY 2016 approved workstation budget of \$65k to be partially expended for electrical & relocation of Viper equipment. The remainder of the unexpended budget will be applied toward the purchase of the originally budgeted workstations so as NTE the \$65k approved budget.
    - 1. No board approval was required.
  - ii. MPD (1) - NENA Development Conference and Critical Issues Forum Training (Oct. 4-8, Austin, TX)-\$3,500.
    - 1. Mr. Roy Irei motioned to approve the attendance at the NENA Dev. Conf. and Critical Issues Forum Training for one MPD member in the amount of \$3,500. The motion was seconded and approved by voice vote by all board members in attendance.
- c. Others – Request approval for pCard usage for office supplies.

- i. Mr. Roy Irei motioned to approve the pCard usage by the Executive Director for a maximum limit of \$10,000 per month with the stipulation that the Board be advised of all purchases made with the pCard. The motion was seconded and approved by voice vote by all board members in attendance.

**IX. Announcements**

a. Meeting dates (10am – 12noon).

- i. Thursday, September 10, 2015 (Combined meeting)
- ii. Thursday, October 8, 2015 (Combined meeting)
- iii. Thursday, November 12, 2015 (Combined meeting)
- iv. Thursday, December 10, 2015 (Combined meeting)

- 1. The Board Chair acknowledged that the board meeting scheduled for November 12 follows a state holiday on November 11. If anyone feels this may prevent attendance, please let the Executive Director know so possible rescheduling may be done.

b. Others - none

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

- a. The Board Chair asked if anyone in attendance who wishes to comment on issues not on the agenda for consideration for the Board meeting agenda at the next meeting to please come forward; no one came forward.

**XI. Executive Session: HRS 92-5(a)(4) and HRS 92F(a)(2) to consult with the board's attorney on questions and issues pertaining to the board's powers, duties, privileges, immunities, and liabilities.**

- a. Executive session was not required.

**XII. Adjournment:** The meeting was adjourned by voice vote at 11:50am