STATE OF HAWAII

Communications, Technical, and Finance Meeting
(Combined Meeting)
Thursday, December 9, 2021
9:00 am – 12:00 pm

MEETING MINUTES

Communications Committee members present Davlynn Racadio (MPD) Chair; Thalia Burns (HPD); and Lavina Taovao (KPD).
Communications Committee member absent: none

Technical Committee members present Thalia Burns (HPD) Chair; John Jakubczak (MPD); Shawn Kuratani (HFD); Kenison Tejada (FirstNet); Tony Ramirez (Akimeka); Jeffrey Riewer (AT&T) and Tony Velasco (DIT).
Technical Committee members absent: David Miyasaki (KPD)

Finance Committee members present Kiman Wong (Charter) Chair; Ken Bugado (HiPD); Edward Fujioka (EMS); Lisa Hiraoka (Consumer Advocate); Arnold Kishi (CIO Designee); Clyde Holokai (MPD); and Aaron Farias (HPD).
Finance Committee members absent: none

Staff members present Courtney Tagupa (E911) and Stella Kam (AG)

Guests: Everett Kaneshige (DoD); Corey Shaffer (Verizon); Cindy Alderete (Winbourne); Julie Heimkes (Winbourne); Liz Gregg (AT&T); Frances Alueta (HT); Kurt Lager (OSL); Natasha Reece (AMR): Patrick Leddy (LCC); John Holland (AT&T); Ruth Zipfel (EagleView); Ken Schulte (TriTech); E. Kalani Ke (KPD); Stacey Perreira (KPD); Nani Blake (T-Mobile/Sprint); Anthony Krau (MPD) and Mark Wong (DIT).

I.   **Call to Order, Public Notice**
   The E911 Joint Committee Meeting was called to order by the Board Chair. A Public Notice was given.

II. **Public testimony on all agenda items**
   No one came forth to testify on any or all agenda items.

III. **Roll Call, Quorum**
   A roll call was requested by the Board Chair, and the Communications, Technical, and Finance Committees all had a quorum.

IV. Review and approval prior meeting minutes.

John Jakubczak motioned to approve the minutes of December 9, 2021. Ken Bugado seconded the motion. A voice vote was taken, and the motion was approved by unanimous vote.

V. Winbourne Consulting, LLC Update – Andrew Reece, Cindy Alderete, Julie Heimkes:

a. ESI net Cost Overview
   i. Review delivered spreadsheet:

SOLUTION PROVIDER	ANNUAL RECURRING COSTS	NON-RECURRING COSTS	PROVIDER NOTES	WINBOURNE NOTES
Solution Provider A:	$2,675,952.00	$3,361,000.00	5 Year Period. MRCs on CHE annual costs commence on year 2.	Total for NGCS, ESInet, & CHE
ESInet	$676,224.00	$373,000.00		ESInet broken out of total
NGCS	$1,582,680.00	$1,535,000.00		NCGS broken out of total
Hosted CPE	$417,036.00	$1,453,000.00		Call handling MRE start first of 2nd year, NRC include first year of service. Broken out of total
Solution Provider B Offer 1	$3,085,468.26		Hosted in established 6 cores on Mainland. 20% margin for ROM 5 years	Includes 2 cores on Mainland, all backhaul infrastructure. Includes MPLS ESInet core. Includes database management, OSP migration, and NOC monitoring
30 Position PSAP	$323,686.90		Call handling as a service	Includes monthly for 50M bandwidth
8 Position PSAP	$107,341.77		Call handling as a service	Includes monthly for 10M bandwidth
3 Position PSAP	$51,596.00		Call handling as a service	Includes monthly for 10M bandwidth
Solution Provider B Offer 2	$6,021,420.44		Core in one state, other core one of 6 established. 20% margin for ROM 5 years.	Includes 1 cores on Mainland and other core in state, all backhaul infrastructure. Includes MPLS ESInet core. Includes database management, OSP migration, and NOC monitoring
30 Position PSAP	$366,171.70		Call handling as a service	Includes monthly for 50M bandwidth
8 Position PSAP	$124,021.77		Call handling as a service	Includes monthly for 10M bandwidth
3 Position PSAP	$68,276.12		Call handling as a service	Includes monthly for 10M bandwidth
Solution Provider C	$1,920,958.00	$250,000.00	5 year period. Based on a population of 1,455,271	Includes NGCS, GIS integration, database management, and OSP interconnection and integration.
6 Position PSAP	$46,560.00	$56,000.00		Includes monthly for 10M
30 Position PSAP w/ACD	$178,920.00	$194,000.00		Includes monthly for 50M bandwidth
Solution Provider D			5 year period. Based on a population of 1,455,271	
NGCS	$2,444,855.28	$873,162.50		Icludes routing, GIS, Database management, monitoring, OSP integration
ESInet	$180,000.00			network from core services to CPE host location
Call Handling Per Position		$14,500		
Installation Per Position		$15,000.00		Installation, Project management, training
Software Support Per Position		$13,200.00		5 years
Local Support Per Position		$17,500.00		Local site maintenance support & remote access & monitoring
Reporting Per PSAP	$450.00	$2,000.00		

ii.

b. Decision Maker Meetings
   i. Winbourne has reached out to all the PSAPs to schedule meetings with the Decision Makers, and the following is the status of those meetings:
      1. Hawaii County – Met with them on November 2.
      2. Maui County – Waiting to schedule a meeting date and time.
      3. Honolulu/Oahu County – Waiting to schedule a meeting date and time.
      4. Kauai County-Waiting to schedule a meeting date and time.
c. Legislative Discussion
   i. Goal
      1. Develop messaging for the Legislative Education Sessions to be held in February 2022.
      2. Revamping Legislative Committee
         This will be an Advisory Committee called the Legislative Advisory Committee

No more than two board members are allowed
WInbourne will ensure delivery of the one message with support from Courtney and representatives from each county.
3. Logistics Update from Courtney
4. Legislative Advisory Committee Members are as follows:
- Ah Lan Leong – Honolulu PD
- Kazuo Todd – Hawaii Fire
- Stacy Perreira – Kauai PD
- Davlynn Racadio – Maui PD
- Arnold Kishi – Board member
- Tony Ramirez – Akimeka
- Stella Kam (AG Support)
- Courtney Tagupa - E911 Board
- Shawn Kuratani – Honolulu Fire

d. Status of Deliverable 6-ESInet Implementation Plan
We need the decisions from the Decision Makers in order to complete Deliverable 6.

e. Next Steps
i. December to January – Prepare for Legislative Meetings - Meet with Board Legislative Committee to coordinate attendance, logistics, and presentation to the State Legislators.
ii. December – WInbourne will continue to reach out to the remaining counties to set up an online meeting with the county decision-makers to determine a path forward for the implementation of the ESInet, and the messaging for the Legislative meetings.
iii. January- Based on the Decisions made by the counties, finalize and present Deliverable 6 to the Board in January.
iv. February – Meet with State Legislators.

f. January 2022 911 Technical Meeting Agenda
i. Status Report on Legislative Items
ii. Summary of Decision Makers Meetings.
iii. Deliverable 6 Overview – ESInet Implementation Plan

VI. Committee Updates by Committee Chairs
a. Communications Committee – Davlynn Racadio
NENA opened the registration and hotel information, but no 911 GTW conference agenda currently. 911 Saves Act has 100 sponsors in the House (but none from Hawaii), The Senate has seven sponsors (none from Hawaii). Protect the 911 ACT is being proposed to protect telecommunicators, especially with mental health issues. There are nine sponsors but none from Hawaii. Next Generation 911 Caucus includes Hirono and Schatz as the only members from the Hawaii Congressional team. We need support from our team in Washington, and any attendees from Hawaii should spend time generating support for the related bills while in attendance at 911 Goes to Washington.
b. Technical Committee – Thalia Burns
i. Educational Investigative Committee – Jeffrey Riewer
The cost estimation for the APCO PST7 support for all county telecommunicators has been postponed for the January 2022 Committee meeting.

    ii.   Advisory Committee- Everett Kaneshige
The committee convened a meeting to discuss the following:
1. The Good Morning America Video should be made available to the county personnel departments to educate them on the issue regarding the reclassification of the telecommunicators.
2. Invite county personnel to visit their respective county call centers to educate them on the complexity of the role of the telecommunicator and the differences in county operations state-wide. Two issues surfaced from DHRD that involved changes in the job title and salary. However, the salary issue required further DHRD discussions.
3. The committee reconvened, and it was discussed that the PSAPs need to make sure that their personnel folks are well informed.

    iii. Request for approval:
1. HiPD – Replacement CAD Computer - $2,740
   Tony Ramirez motioned to approve the purchase of the CAD Computer. John Jakubczak seconded the motion. A voice vote was taken, and the motioned was approved unanimously.
2. HiPD – Additional NENA Standards and Best Practices Conference costs (2) - $1,123. Jeff Riewer motioned to approve the additional conference cost. Tony Ramirez seconded the motion. A voice vote was taken, and the motion was approved unanimously.
3. HPD – Intrado to integrate the most current Pictometry data with Mapflex feature on the Intrado call handling equipment - $1,466. John Jakubczak motioned to approve the integration cost. Tony Ramirez seconded the motion. A voice vote was taken and the motion was approved by majority vote with one abstention.

c. Finance Committee – Kiman Wong
    i. Report on Monthly and Y-T-D Cash Flow
The Finance Chair reviewed the financial activity of the E911 Fund with the committee.
    ii. Request for funding:
1. HiPD – Replacement CAD Computer - $2,740
   Arnold Kishi motioned to approve the purchase of the CAD Computer. Lisa Hiraoka seconded the motion. A voice vote was taken, and the motion was approved unanimously.
2. HiPD – Additional NENA Standards and Best Practices Conference costs (2) - $1,123. Arnold Kishi motioned to approve the additional conference cost. Lisa Hiraoka seconded the motion. A voice vote was taken, and the motion was approved unanimously.
3. HPD – Intrado to integrate the most current Pictometry data with Mapflex feature on the Intrado call handling equipment - $1,466. Arnold Kishi motioned to approve the integration cost. Lisa Hiraoka seconded the motion. A voice vote was taken, and the motion was approved unanimously.

VII. PSAP Status Updates
a. Kauai KPD – Stacey Perreira for E. Kalani Ke
Sgt. Perreira noted KPD is very close to being fully staffed. There is only one position left to fill.
Losing Lt. Rivera but will be gaining newly promoted Lt. Bankwell.
b. Oahu HPD – Aaron Farias
Staffing at 25% vacancy rate. Police Communications Officer I positions. Approval for other vacancies to fill.   The JTMC was instrumental in getting HPD through the storm.

c. Oahu HFD – Shawn Kuratani
Fully staff but are expecting vacancies due to retirement at the end of the year. We have 3 personnel undergoing training.

d. Oahu EMS – Edward Fujioka
Interviews are scheduled to fill one vacancy.

e. Maui MPD – Davlynn Racadio for John Jakubczak
Continuing contact with DPS in order to understand the role of the telecommunicators.
The Maui County Police Commissioner is giving her full support to the reclassification.
Testing is undergoing for candidates for the dispatcher center.

f. Molokai MPD –Clyde Holokai
Still experiencing personnel issues, and we are continuing to receive backup support from Maui.

g. Hawaii PD – Kenneth Bugado, Jr.
HiPD has 11 vacancies with 5 in training. We worked with our HR department and redid our telecommunications Job descriptions from Dispatcher 1 to Supervisor Police Radio Dispatcher. Police Radio Dispatcher position will be changed to Police Communications Officer. Someone from county HR came to observe the radio dispatchers and had promised to work for the upgrade in position classification.

h. Hawaii FD – Vern Hara
Short staffing is only 7 out of the 15 vacancies. We have four dispatchers in training.

VIII. Items for Discussion, Consideration, and Action
a. 911 Timeline update.
The Board Chair requested that any timeline updates be referred to the ED.
b. Others - none

IX. Announcements
a. Future Virtual Meeting dates/time (9:00 am – 12 noon):,
   i. Thursday, February 10, 2022 (Combined Meeting)
   ii. Thursday, March 10, 2022 (Combined Meeting)
   iii. Thursday, April 14, 2022 (Combined Meeting)
   iv. Thursday, May 12, 2022 (Combined Meeting)
   v. Thursday, June 9, 2022 (Combined Meeting)
   vi. Thursday, July 14, 2022 (Combined Meeting)
b. Future Conference Dates (**3 months of advanced approval required**):
   i. NENA Standards & Best Practices Conference, Jan 17-20, 2022, San Diego, CA.
   ii. E911 GTW, February 13-16, 2022, Wash. DC.
   iii. IWCE, March 21-24, 2022, Las Vegas, NV
   iv. Central Square, March 27-30, 2022, Orlando, FL
   v. Navigator Conference, April 27-29, Nashville, TN
   v. NENA Conference, June 11-16, 2022, Louisville, KY.
   vi. APCO Conference, August 7-10, 2022, Anaheim, CA
c. Others

X. Open Forum: Public comment on issues not on the agenda for the Committee meeting agenda at the next meeting.
No one came forward to testify.

XI. Adjournment.   The Board Chair adjourned the meeting at 10:47 am.