



**STATE OF HAWAII**  
Enhanced 911 Board Meeting  
Kalanimoku Building, Room 322B  
1151 Punchbowl Street, Honolulu  
Thursday, August 10, 2017  
10:00 am – 1:00 pm

Minutes

**Board members present:** Thalia Burns (HPD), Rob Gausepohl (KPD), Roy Irei (T-Mobile), John Jakubczak, Chair (MPD), Arnold Kishi (CIO Designee), Dean Rickard (MPD), Jeffrey Riewer (AT&T), Sherri Sakamoto (Consumer Advocate Designee), Steven Schutte (Verizon), and Mark Wong (DIT).

**Board members absent:** Kenneth Bugado (HiPD) and Ben Morgan (HT).

**Staff members present:** Stella Kam (AG), Courtney Tagupa (E911), Brandon Sekiya (E911).

**Guests:** William Baldwin (HPD), Diana Chun (ESD), Everett Kaneshige (DOD), Kim Kitagawa (HPD Comms), Glenn Kobashigawa (HiTel), Micah Komine (HFD), Shawn Kuratani (HFD), David Miyasaki (KPD), Etta Moiha (HPD), Sherry Murphy (HESD), Lorrin Okumura (ESD), Davlynn Racadio (MPD), Tony Ramirez (Akimeka), Wendy-Liz Tancayo-Mebille (MPD), Lavina Taovao (KPD), Kenison Tejada (NENA Pacific Chapter), Tony Velasco (DIT), and Ruth Zipfel (Pictometry).

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

- A. The meeting was called to order by Chair John Jakubczak at 11:40 am.
- B. Public Notice was issued.
- C. Quorum was present for all Committees with the exception of Finance.

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

John Jakubczak asked if anyone wishes to provide testimony on any agenda item, to please come forward. No one came forward to testify.

**III. Introductions**

Introductions were made by everyone present at the request of John Jakubczak.

#### **IV. Nominations and election of Board Vice Chair.**

Kenneth Bugado and Steven Schutte were nominated for Board Chair. Voting was done by secret ballot as required. Kenneth Bugado was elected Board Vice Chair.

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

John Jakubczak called for any additions/corrections to the July 13, 2017 meeting minutes. None were offered. Thalia Burns moved to adopt and Jeffrey Riewer seconded. The motion was approved by voice vote by all Committee Members present.

#### **VI. Committee Updates by Committee Chairs**

- A. Communications Committee – Steven Schutte  
Nothing further.
  - 1. 2018 Legislative Investigative Committee update – Courtney Tagupa  
Nothing further.
  - 2. Others
  
- B. Technical Committee – Thalia Burns
  - 1. Discussion on new member of the Technical Committee.  
Nothing further.
  - 2. Discussion on July 19, 2017 911 outage.  
Nothing further.
  - 3. NG911 & i3 and How it Impacts Hawaii 9-1-1 – Tony Ramirez  
Nothing further.
  - 4. Educational Investigative Committee update – Jeffrey Riewer  
Nothing further.
  - 5. FCC update – Courtney Tagupa  
Nothing further.
  
- C. Finance Committee – Roy Irei
  - 1. Appointment of new Finance Committee members.  
Nominated Dean Rickard, Rob Gausepohl, and William Baldwin with Sherri Sakamoto continuing as a member of the Committee.
  - 2. Review of Monthly Cash Flow & Budget Financial reports.  
Nothing further.

#### **VII. PSAP Status Updates**

Kauai – Rob Gausepohl: none  
Oahu HPD – William Baldwin: none  
Oahu HFD – Shawn Kuratani: none  
Molokai – Davlynn Racadio: none  
Maui - Davlynn Racadio: none  
(Hawaii County PD – Alan Kimura: none)  
(Hawaii County FD – Karen Bugado: none)

#### **VIII. Executive Director's Report**

- A. CPA Audit preparation underway (audit report due to Board on Nov 9, 2017).  
Due at end of month  
Request all reimbursement request for FY 2017
- B. FirstNet Response from the Board (Aug 2017)
- C. Annual report to the State Legislature (Oct 2017)
- D. Initiate procurement of CPA firm to perform annual audit (Dec 2017)
- E. Tracking NG911 costs:  
Our accounting system will be modified to allow tracking of NG911 costs with the assistance of the PSAPs in identifying those costs.

## IX. Items for Discussion, Consideration and Action

- A. Reminder for PSAPs to update their 911 Timelines.
- B. FirstNet Update – Everett Kaneshige  
Aug 4: comments due to FirstNet  
After release of final state plans by FirstNET (~September), the Governor will have 90 days to opt in or out.  
Training/classes for radio operators at HFD  
Communications/technicians @ Hon EMS  
Communications leader class Nov. @ HFD  
Encourage signing up and attending
- C. Others

## X. Announcements

- A. Future meeting dates (10 a.m. – 1 p.m. in Room 322B)
  1. Thursday, September 14, 2017 (Combined meeting)
  2. Thursday, October 12, 2017 (Combined meeting)
  3. Thursday, November 9, 2017 (Combined meeting)
  4. Thursday, December 14, 2017 (Combined meeting)
- B. Future Conference Dates (**3 months advanced approval required**):
  1. Spillman Conference, September 27-30, 2017, Park City, UT
  2. 911 Goes to Wash.DC, February 17-21, 2018
  3. NENA Conference, June 16-21, 2018, Nashville, TN

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

None.

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

Tony Ramirez recommended that future discussions take place regarding the technical and MSAG issues relating to possible passage of federal legislation on what is commonly known as Karri's Law.

Board Chair Jakubczak recommended the formation of an investigative committee to consist of Kiman Wong, Chair, and committee members Jeffrey Riewer, Davlynn Racadio, Shawn Kuratani and Kenison Tejada.

### **XIII. Adjournment**

There being no further business, Chair John Jakubczak requested adjournment. Jeffrey Riewer motioned. The motion passed and meeting was adjourned at 12:03 p.m.

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