



STATE OF HAWAII

Enhanced 911 Board Meeting Kalanimoku Bldg., Room 322B 1151 Punchbowl St., Honolulu Thursday, August 11, 2016 10:00 am - 12:00 pm

Meeting Minutes

Board members present: Paul Ferreira (Chair), Roy Irei (T-Mobile), Thalia Burns (HPD), Michael Contrades (KPD), Lisa Hiraoka (Consumer Advocate Designee), John Jakubczak (MPD), Arnold Kishi (CIO Designee), Dean Rickard (MPD), Jeff Riewer (AT&T), Steven Schutte (Verizon), Kiman Wong (Charter Com), Ben Morgan (HT) and Mark Wong (DIT).

Board members absent: None

Staff members present: Stella Kam (AG), Courtney Tagupa (E911), Kerry Yoneshige (DAGS) and Kellie Rose (E911).

Guests: Clement Chan (DIT), Robert Gausepohl (KPD), Roy Halterman (WEST), Darren Horio (HiPD), , Randy Macadangdang (HPD), David Miyasaki (Kauai County), Allan Nagata (HPD), Andy Nielsen (WEST), Davlynn Racadio (MPD), Marshall Kanehailua (HiPD), Lavina Taovao (KPD), Gary Lum (HFD), Tony Velasco (DIT), Tony Ramirez (Akimeka), Audrey Hidano (DAGS), Diana Chun (ESD), and Bonnie Young (MPD).

I. Call to Order, Public Notice, Quorum

- a. The meeting was called to order at 10:00am by the Board Chair.
- b. Public notice has been posted.
- c. Quorum was present for the Board meeting.

II. Public testimony on all agenda items

- a. Chair Ferreira asked if anyone who wishes to provide testimony on any agenda item to please come forward. No one came forward to testify.

III. Introductions

- a. Introductions were made by everyone present at the request of the Board Chair.

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

- a. The Board Chair requested a motion to approve the meeting minutes of the July 14, 2016 meeting.
- b. Mr. Roy Irei made a motion to approve the minutes of the July 14, 2016 Board meeting. The motion was seconded by Mr. Steven Schutte and was approved by voice vote by all the board members present.

V. Committee Updates by Committee Chairs

a. Communications Committee – Steven Schutte

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

i. 2017 Legislative Investigative Committee update – Paul Ferreira

1. The LIC Chair Paul Ferreira requested a motion to amend the agenda to request an approval by the Board to move forward with the prepaid legislation to DAGS for review and submittal.
2. Mr. Steven Schutte made a motion to approve the amendment to the agenda to include a request for approval by the Board to move forward with the prepaid legislation to DAGS for review and submittal. The motion was seconded by A/C Jakubczak and it was approved by voice vote by all Board members present.
3. The LIC Chair Ferreira requested approval by the Board to forward the prepaid legislation to DAGS for review and submittal.
4. Mr. Steven Schutte made a motion to approve the submittal of the prepaid legislation to DAGS for review and submittal. The motion was seconded by A/C Jakubczak and approved by voice vote by all Board members present.

ii. Others.

1. Chair Schutte acknowledged that there were no other items for discussion.

b. Technical Committee – Thalia Burns

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

i. Investigative Regulatory Committee – Davlynn Racadio

- ii. FCC update
- iii. Text-to-911 update
- iv. Others

1. The Committee Chair acknowledged that there were no other items for discussion.

c. Finance Committee – Kiman Wong

i. Review of Monthly Cash Flow & Budget Financial reports.

Finance Committee Chair Kiman Wong acknowledged that there were no updates to what was presented at the Joint Committee meeting.

ii. Others.

1. Chair Kiman Wong thanked everyone for a great job with the budgeting process and submitting their requests for reimbursement for the 2016 fiscal year.

VI. PSAP Status Updates

a. Kauai – Michael Contrades

- i. The PSAP representative acknowledged that there were no updates to what was presented at the joint Committee meeting.

- b. Oahu HPD – Allan Nagata
 - i. The PSAP representative acknowledged that there were no updates to what was presented at the joint Committee meeting.
- c. Oahu HFD – Gary Lum
 - i. The PSAP representative acknowledged that there were no updates to what was presented at the joint Committee meeting.
- d. Molokai – Dean Rickard
 - i. The PSAP representative acknowledged that there were no updates to what was presented at the joint Committee meeting.
- e. Maui – John Jakubczak
 - i. The PSAP representative acknowledged that there were no updates to what was presented at the joint Committee meeting.
- f. Hawaii – Paul Ferreira
 - i. The PSAP representative acknowledged that there were no updates to what was presented at the joint Committee meeting.

VII. Executive Director's Report

- a. The ED provided updates on the following items:
 - i. FY2016 Independent CPA Audit Progress Report
 - 1. The ED provided a summary of the progress of the CPA audit by stating that the required input to the CPA will include the financial statements and all related documents to be submitted to the CPA for review by August 31. The ED stated that we are on track to complete the audit by the November 10, 2016 Board meeting.
 - ii. 911.Gov PSAP NG911 Migration Assessment Opportunity
 - 1. The ED provided a brief summary of a service available for PSAPs at a nominal cost that will provide peer feedback on the operational capabilities of a statewide 911 system based on a set of objective benchmarks.
 - iii. FCC Deputy Chief Debra Jordan's Oahu PSAP Visit
 - 1. The ED along with Thalia Burns and Mark Wong provided a review of FCC Deputy Chief Debra Jordan's visit to HPD and DIT.
 - 2. Ms. Jordan was born and raised in Hawaii and graduated from Roosevelt High School. She spent several years working for the Navy on Oahu before moving to her present position with the FCC. She hopes that her visit will establish a closer relationship between the Hickam-Pearl Harbor RDC and the Oahu PSAP.
 - iv. Preparation for Text-to-911 Deployment
 - 1. The ED and staff will be facilitating a meeting on Thursday, September 15 following the Board meeting to begin the planning process for the launch of text-to-911.
 - v. Update of office move of ED & staff
 - 1. The ED expressed his appreciation to Public Works for coordinating the use of DOE's furniture and cubicles at our current location.

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. Request approval for MPD Equipment to complete Kihei Comm Center - \$466,438.
 - i. Mr. Roy Irei made the motion to approve the MPD Equipment request to complete the Kihei Comm Center in the amount of \$466,438. The motion was seconded by Ms. Thalia Burns and was approved by voice vote by all the Board members present.
- c. Request to amend the Board agenda to include the request to reduce the Board approved FY2017 MPD CAD upgrade budget of \$1,500,000 by \$466,438.
 - i. Mr. Roy Irei made the motion to approve the reduction of the Board approved FY2017 MPD CAD upgrade budget of \$1,500,000 by \$466,438. The motion was seconded by D/C M. Contrades and approved by voice vote by all Board members present.
- d. Jeffrey Riewer: Educational subcommittee (continued discussion from June Meeting)
 - i. Mr. Jeffrey Riewer reiterated his interest in the creation of an educational subcommittee since other 911 Boards nationwide are offering classes for first responders and call takers. Mr. Riewer ask the following questions:
 1. Where do we stand with the PSAPs locally in terms of educational opportunities?
 2. How can we serve the community and how can we show that we are spend our funds efficiently?
 3. What can we offer the other public safety individuals in terms of continuing education?
 - ii. The Board Chair requested a motion to form an Educational Investigative Committee to be chaired by Jeffrey Riewer.
 1. Ms. Thalia Burns made the motion to form an Educational Investigative Committee with Mr. Jeffrey Riewer as its Chair. The motion was seconded by Mr. Roy Irei and approved by voice vote by all the Board members present.
- e. Others:
 - i. Ms. Lisa Hiraoka notified the Board that board member Jeffrey Ono will leave his position as Executive Director of the Division of Consumer Affairs. Mr. Dean Nishina will be the interim Executive Director. Ms. Hiraoka's status on the Board will be determined by the acting or the permanent executive director.
 - ii. Mr. Tony Ramirez informed the wireless connection service providers that because of the suspension of the Mapflex program updates, testing can continue but please coordinate any testing with Akimeka.
 - iii. Ms. Thalia Burns announced that the Attorney General's office would like to meet with the counties to hear their concerns regarding the JJIS.

IX. Announcements

- a. Future meeting dates (10am – 12 noon).
 - i. Thursday, September 15, 2016 (Combined meeting)(date change)
 - ii. Thursday, October 13, 2016 (Combined meeting)
 - iii. Thursday, November 10, 2016 (Combined meeting)(2 holidays, same week)

iv. Thursday, December 8, 2016 (Combined meeting)

X. 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.

- a. Jeffrey Riewer made a motion to convene into executive session with all Board members to consult with the board's attorney on questions and issues pertaining to the board's powers, duties, privileges, immunities, liabilities and personnel. The motion was seconded by Mr. Arnold Kishi and approved by voice vote by all board members present.
- b. The Board meeting was reconvened.

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

- a. The Board Chair requested if there was anyone in attendance who wishes to comment on issues not on the agenda for consideration for the agenda at the next Committee meeting to please come forward. No one came forward to testify.

XII. Adjournment: The meeting was adjourned at 11:45am.