



STATE OF HAWAII  
E911 Joint Communications, Technical and  
Finance Committee Meetings  
Kalanimoku Building, Room 322B  
1151 Punchbowl St., Honolulu  
Thursday, September 14, 2017  
10:00 a.m. – 1:00 p.m.

Minutes

Communications Committee members present: Steven Schutte, Chair (Verizon), Thalia Burns (HPD), Sherri Sakamoto (Consumer Advocate Designee), and Lavina Taovao (KPD).

Technical Committee members present: Thalia Burns, Chair (HPD), Rob Gausepohl (KPD), John Jakubczak (MPD), Shawn Kuratani (HFD), David Miyasaki (KPD), Tony Ramirez (Akimeka), Jeffrey Riewer (AT&T), Steven Schutte (Verizon), Kenison Tejada (APCO/NENA Pacific Chapter), and Tony Velasco (DIT).

Technical Committee members absent: Kimberly Kitagawa (HPD).

Finance Committee members present: Roy Irei, Chair (T-Mobile), Sherri Sakamoto (Consumer Advocate Designee), William Baldwin (HPD), Rob Gausepohl (KPD) and Dean Rickard (MPH).

Finance Committee members absent: None.

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

Guests: Karen Bugado (HiFD), Diana Chun (ESD), Leroy Contee (Remington College), Vic Freeland (RDC CNRH), Alan Kimura (HiFD), Arnold Kishi (CIO Designee), Glenn Kobashigawa (HiTel), Patrick Leddy (LCC), Ben Morgan (HiTel), Dean Rickard (MPD Molokai), Jessie Robinson (Remington College), Jason Samala (HFD), Wendy-Liz Tancayo-Mebille (MPD Molokai), Joe Wilson (Pictometry), Kiman Wong (Spectrum), Mark Wong (DIT), Jarret Yip (UHCCS), Ruth Zipfel (Pictometry), and Oscar Frondoza (Remington College).

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

- A. Chair John Jakubczak called the meeting to order at 10:01 a.m.
- B. Public Notice was posted.
- C. Quorum was present for all Committees with the exception of Finance.

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

John Jakubczak asked if anyone had testimony to submit. No one came forward to testify.

### III. Introductions

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

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

- A. John Jakubczak called for any additions/corrections to the August 10, 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.

### V. Committee Updates by Committee Chairs

- A. Communications Committee – Steven Schutte
  1. Comments from APCO Conference attendees.
    - a. William Baldwin: good to see different programs, CAD systems; attended classes on quality assurance.
    - b. Thalia Burns: HPD searching for new CAD system, spoke w/ CAD vendors at APCO; obtained insights on what is out there and what is lacking in current system, support for CAD ending in 11 months; HPD Communication's Kim Kitagawa attended NG911 classes.
    - c. Jeffrey Riewer: Obtained info on hiring consultant and RFP process.
    - d. Shawn Kuratani: CAD vendor presentations; reroute bridges; mobile/tablet solutions; classes; fine tuning Q&A process; consultants for i3; Mission Critical Partners; 911 Authority.
    - e. Davlynn Racadio sends her thanks and for 3 new ESDs being able and allowed to attend; other sites experience same issues; meet w/ vendors; classes on FCC and FirstNet.
  2. Investigative Committee – Shawn Kuratani  
Investigative Committee **should be** moved to Technical Committee, to be chaired by Shawn Kuratani and to work w/ Kiman on NextGen plan.
- B. Technical Committee – Thalia Burns
  1. Educational Investigative Committee update - Jeffrey Riewer  
Remington and UHCCS meeting following Joint & Board meetings.
  2. Request approval for one DIT Personnel to attend 911 Goes to Wash.DC. February 2018 -\$3,000.
    - a. Tony Velasco might send someone from DIT (joint fire, EMS, ocean safety, but not HPD radio network)
    - b. Tony Ramirez motioned to approve, JR seconded, passes.
  3. Motion to add Tony Ramirez's update on Spectrum audit.  
Rob Gausepohl motioned, Jeffrey Riewer seconded; motion passed.

Tony Ramirez: review of 137,000 ALI database records; all counties 98%+ verified; Akimeka working with Charter Legacy; ~100 records yet to be completed by Spectrum but should finish by end Sept.; working w/ West to correct wireless/VoIP lat/long issues in ESI network.

Thalia Burns: meeting w/ West in Denver brought up concerns about incorrect data related to updates.

Glenn Kobashigawa: HT looking at how many VoIP calls go through West; HT can possibly stop sending VoIP through West and go directly to HPD/joint.

David Miyasaki: issues w/ West continue: need a target date for an answer from West.

4. Investigative Committee – Shawn Kuratani  
Questions and comments regarding Consultants:
  - How many potential vendors?
  - What will be the scope of work?
  - How long should presentation from vendors be?
  - Mission Critical Partners & 911 Authority willing to present.

Kenison Tejada: vendors should explain what they have done for other projects, need to be advised that they are not designing potential project.

Stella Kam: follow procurement §103D, HRS; presentation comes before actual procurement; vendors cannot be involved in design of scope of work, just for exploring what is out there.

Tony Ramirez: conflict of interest if involved in exploration and bidding on potential future work; identify scope of work; procurement covered in §18, HRS.

John Jakubczak: Maui County had existing contract with consultant, didn't need to procure new vendor.

Courtney Tagupa: can get other states' info regarding state plans and consultant RFPs.

#### C. Finance Committee – Roy Irei

1. Appointment of new Finance Committee members.  
William Baldwin, Rob Gausepohl, and Dean Rickard added as members of the Finance Committee per call of Chair John Jakubczak. Sherri Sakamoto to remain as member of committee.
2. Review of Monthly Cash Flow & Budget Financial Reports.
  - \$915,212 monthly receipts
  - \$212,768 monthly disbursements
  - \$380,940 monthly net cash inflow.
  - \$21,340,569 month end cash balance.

- \$13,619,190 month end unencumbered cash balance.

Courtney Tagupa: receipts probably will not increase appreciably since cell phone users have almost equaled the population of Hawaii residents who are capable of using mobile cell phones.

3. Request funding approval for one DIT Personnel to attend 911 Goes to Wash.DC. February 2018 -\$3,000. Motion passed.

## VI. PSAP Status Updates

- A. Kauai PD – Rob Gausepohl: 1 candidate, retired fire captain from mainland; recruiting for communications manager position; 2 dispatchers went to APCO.
- B. Oahu HPD – William Baldwin: 22 candidates.
- C. Oahu HFD – Shawn Kuratani: losing 3-5 to promotions/transfers; acquiring Smart 911, wait for RQS approval.
- D. Oahu ESD – Diana Chun: short 4 dispatchers, forcing department to take from medics/field; also short road personnel.
- E. Molokai PSAP – Dean Rickard: introduced Wendy-Liz Tancayo-Mebille, who replaces Bonnie Young (retirement); Wailuku dispatcher moving back to Molokai; Molokai permanently taking over Lanai dispatch duties.
- F. Maui County – John Jakubczak: No further updates.
- G. Hawaii County PD – Alan Kimura: hired 5 dispatchers who will start October 2; training for Spillman to go live in December.
- H. Hawaii County FD – Karen Bugado: 6 new hires who will start October 2; Karen Bugado will attend Spillman Conference at the end of September.

## VII. Items for Discussion, Consideration and Action

- A. 911 Timeline update.
  1. Please continue to refer any timeline updates to the Executive Director.
- B. Other items.
 

Courtney Tagupa announced upcoming retirements of 2 DAGS employees instrumental in the operations of the Board:

  1. Kerry Yoneshige, Business Management Officer.
  2. Alvin Tamashiro, Management Analyst.

## VIII. Announcements

- A. Future Meeting dates (10:00am – 1:00pm, in Room 322B):
  1. Thursday, October 12, 2017 (Combined meeting)
  2. Thursday, November 9, 2017 (Combined meeting)
  3. Thursday, December 14, 2017 (Combined meeting)
  4. Thursday, January 11, 2018 (Combined Meeting) DLNR Board Room 132
- 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, Washington, DC.

- 3. NENA Conference: June 16-21, 2018, Nashville, TN.
- C. Others – none.

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

- A. John Jakubczak requested that any member of the public here today who wished to comment on issues not on the agenda for consideration for the Committee meeting agenda at the next meeting, please come forward to testify. No one came forward.

**X. Adjournment**

- A. Thalia Burns moved to adjourn. Roy Irei seconded the motion. Motion was carried. The meeting was adjourned at 10:54 a.m.

DRAFT