



STATE OF HAWAII
Enhanced 911 Board Meeting
Kalanimoku Building, Room 322B
1151 Punchbowl Street, Honolulu
Thursday, April 12, 2018
10:00 a.m. – 1:00 p.m.

Minutes

Board members present: John Jakubczak (MPD), Chair; Kenneth Bugado (HiPD); Thalia Burns (HPD); Rob Gausepohl (KPD); Arnold Kishi (CIO Designee); Ben Morgan (HiTel); Dean Rickard (MPD); Jeffrey Riewer (AT&T); Sherri Sakamoto (Consumer Advocate); Corey Shaffer (Verizon); and Mark Wong (DIT).

Board members absent: none.

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

Guests: Kevin Chan (DIT), Kristina Donovan (TEK Systems), Edward Fujioka (Honolulu ESD), Liz Gregg (AT&T), Byron Higa (Spectrum), Jim Howe (HESD), Everett Kaneshige (SWIC, DOD), Gerald Kaneshiro (HPD), Alan Kimura (HiFD), Kim Kitagawa (HPD), Glenn Kobashigawa (HawTel), Walter Kuong (DIT), Patrick Leddy (Leeward CC), David Miyasaki (KPD), Etta Moiha (HPD), Lorrin Okumura (Honolulu ESD), Stacy Perreira (KPD), Davlynn Racadio, Chair (MPD), Tony Ramirez (Akimeka), Jason Samala (HFD), Corey Shaffer (Verizon), Geoffrey Shon (HFD), Wendy-Liz Tancayo-Mebille (MPD), Kenison Tejada (APCO/NENA Pacific Chapter), Tony Velasco (DIT), Nancy Vo (DIT), Kiman Wong (Spectrum), Mark Wong (DIT), and Andy Yip (DIT).

I. Call to Order, Public Notice, Quorum

- A. The meeting was called to order by Chair John Jakubczak at 11:05 a.m.
- B. Public Notice was issued.
- C. Quorum was present for all Committees.

II. Public testimony on all agenda items

John Jakubczak asked if anyone wished 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. Jim Howe, new Director for EMS Honolulu, was introduced.

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

John Jakubczak called for any additions/corrections to the March 8, 2018 meeting minutes. Corey Shaffer's name will be corrected. Mark Wong motioned to adopt. Thalia Burns seconded. The motion was approved by voice vote by all Committee Members present.

V. Committee Updates by Committee Chairs

- A. Communications Committee – Davlynn Racadio
Senator Brian Schatz sent letters of recognition to Chiefs of Police and Fire Departments.
- B. Technical Committee – Thalia Burns
Nothing further.
- C. Finance Committee – Sherri Sakamoto
Nothing further.

VI. PSAP Status Updates

- A. Kauai – Rob Gausepohl:
 - Wednesday April 11 event with Kauai mayor, County Council, Governor's office representative to recognize emergency personnel
 - David Miyasaki
 - attended APCO Western conference
 - attended break-out session about certification for dispatchers
 - critical due to difficulty and technicality
- B. Oahu HPD – Gerald Kaneshiro:
Nothing further.
- C. Oahu HFD – Jason Samala:
Nothing further.
- D. Oahu EMS: Edward Fujjoka:
Nothing further.
- E. Molokai – Dean Rickard:
Nothing further.
- F. Maui – John Jakubczak:
Nothing further.
- G. Hawaii County PD – Kenneth Bugado:
Nothing further.
- H. Hawaii County FD – (not present)

VII. Executive Director's Report

- A. Strategic Budget Planning.
 - on track for approval in June
- B. Review of Conference Travel Policy.
 - After Board meeting

- C. E911 Administrative Office Move Completed.
 - "Open House" in June
- D. National Public Safety Telecommunicators Week, April 8 – 14, 2018.
- E. Board of Directors Vacancy.
 - 2 vacancies
 - Trying to enlist board applicant from Sprint.
 - Kiman eligible for interim appointment beginning of May 5, 2018

VIII. Items for Discussion, Consideration and Action

- A. Reminder for PSAPs to update their 911 Timelines.
- B. Request for approval:
 1. Request approval for EMS 1 Voice Recorder - \$14,233.84.
Not necessary. Addressed in March.
 2. Request approval for 2 year extension of Legal (Spiegel & McDiarmid, LLP) contract - \$25,000.
Jeffrey Riewer motioned to approve. Thalia Burns seconded. Motion passed.

IX. Announcements

- A. Future meeting dates:
All meetings in Kalanimoku Building, Room 322B from 10:00 a.m. to 1:00 p.m. unless specified.
 1. Thursday, May 10, 2017 (Combined meeting)
 2. Thursday, June 14, 2018 (Combined meeting)
 3. Thursday, July 12, 2018 (Combined meeting)
- B. Future Conference Dates (3 months advanced approval required):
 1. Rave Summit, April 16-18, 2018, Denver, CO.
 2. Navigator Conference, April 24-26, 2018, Las Vegas, NV.
 3. HxGN Live Conference, June 12-15, 2018, Las Vegas, NV.
 4. NENA Conference, June 16-21, 2018, Nashville, TN.
 5. FutureView 2018 Conference, Aug 27-30, 2018, Austin, TX.
- C. Others
None.

- 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.**
Not necessary.

- XI. **Open Forum: Public comment on issues not on the agenda for consideration for Board agenda at the next meeting.**
None.

XII. Adjournment

There being no further business, Chair John Jakubczak requested adjournment. Thalia Burns motioned. Mark Wong seconded. The motion passed and meeting was adjourned at 11:21 a.m.

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