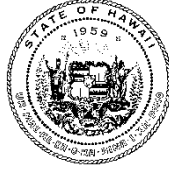


DAVID Y. IGE
GOVERNOR



RODERICK K. BECKER
Comptroller

AUDREY HIDANO
Deputy Comptroller

STATE OF HAWAII
E911 Joint Communications, Technical
and Finance Committee Meetings
Kalanimoku Building, Room 426
1151 Punchbowl St., Honolulu
Wednesday, August 15, 2018
10:00 a.m. – 1:00 p.m.

Minutes

Communications Committee members present: Davlynn Racadio, Chair (MPD); Thalia Burns (HPD); and Lavina Taovao (KPD).

Communications Committee members absent: None.

Technical Committee members present: Thalia Burns, Chair (HPD); Rob Gausepohl (KPD); John Jakubczak (MPD); David Miyasaki (KPD); Tony Ramirez (Akimeka); Kenison Tejada (APCO/NENA Pacific Chapter); and Tony Velasco (DIT).

Technical Committee members absent: Kim Kitagawa (HPD), Shawn Kuratani (HFD), and Jeffrey Riewer (AT&T).

Finance Committee members present: Kiman Wong, Chair (Spectrum); Kenneth Bugado, Jr. (HiPD); Rob Gausepohl (KPD); Gerald Kaneshiro (HPD); Arnold Kishi (ETS); and Dean Rickard (MPD Molokai).

Finance Committee members absent: None.

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

Guests: Francis Alueta (HawTel), Karen Bugado (HiFD), Vic Freeland (RDC CNRH), Edward Fujioka (HESD), Liz Gregg (AT&T), Wayne Hirasa (Hookui Solutions); Everett Kaneshige (SWIC, DOD), Kalani Ke (KPD), Alan Kimura (HiFD), Arnold Kishi (CIO), Sterling Kiyota (MPD), Glenn Kobashigawa (HawTel), Tom Lawless (Homeland Security), Etta Moiha (HPD), Steve Noel (Homeland Security), Lorrin Okumura (HESD), Corey Shaffer (Verizon), Geoffrey Shon (HESD), Wendy-Liz Tancayo-Mebille (MPD), Keith Viveiros (RapidSOS), and Mark Wong (DIT).

I. Call to Order, Public Notice, Quorum

- A. Chair John Jakubczak called the meeting to order at 10:02 a.m.
- B. Public Notice was posted.
- C. Quorum was present for all Committees.

II. Public testimony on all agenda items

Chair 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 Chair John Jakubczak.

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

Chair John Jakubczak called for any additions/corrections to the July 12, 2018 meeting minutes. None were offered. Thalia Burns motioned to adopt. Dean Rickard seconded. The motion was approved by voice vote by all Committee Members present.

V. Committee Updates by Committee Chairs

A. Communications Committee – Davlynn Racadio

Thanks to Board for supporting staff travel to conferences like APCO

1. Comments from attendees of the APCO Conference.

Thalia Burns:

- Increase in popularity of classes on behavior and burnout in dispatch centers.
- Meeting with Tri-Tech regarding CAD RMS system just approved.
- 5 HPD staff members paid their own pay to attend APCO.

Geoffrey Shon:

- Good breakout sessions, notably on FirstNet.
- Meeting with West Safety and Hawaiian Telcom.

Lorin Okumura:

- Meeting with Hawaiian Telcom was very productive
- Rave mentioned that Governor Ige is interested in using their products and services in DOE schools.

Eddie Fujioka:

- Networking with vendors (Tri-Tech, West, Catalyst) was great
- Great to see product demonstrations.

Lavina Taovao:

- Las Vegas mass shooting and Puerto Rico hurricane case studies were informative.
- 1 KPD staff member paid her own way to attend.

Kenison Tejada:

- Executive Council working with FCC and carriers on location accuracy.
- PSAP now referred to as Emergency Communications Center (ECC).

- Standardizing NG911 language and definitions.
- New initiative to form new Committee comprised of staff from locations which experience mass tragedies.

Gerald Kaneshiro:

- Overwhelming amount of new technologies.
- Informative sessions on hiring, training, and retaining employees.
- Hiring practices and processes are different from even 5 years ago.

B. Technical Committee – Thalia Burns

Nothing.

1. Educational Investigative Committee update – Jeffrey Riewer
Nothing.
2. Investigative Committee – Everett Kaneshige.
 - Resource and information gathering phase completed
 - Take time to assess where the Board is in the RFP process
3. Request Approval for Network connection between Hilo PD and Hilo Fire:

OPTION 1 (ONE)				ANNUAL COSTS	
EIPDS	1 Year MRC	3 year MRC	NRC	1 Year Rate	3 year Rate
349 Kapiolani St., Hilo, HI					
5 MPS	\$ 700.00	\$ 581.25	0	\$ 8,400.00	6,975.00
10 MPS	877.50	749.00	0	\$ 10,530.00	8,988.00
				ANNUAL COSTS	
EIPDS	1 Year MRC	3 year MRC	NRC	1 Year Rate	3 year Rate
466 Kinoole St, Hilo, HI					
5 MPS	\$ 700.00	\$ 581.25	0	\$ 8,400.00	6,975.00
10 MPS	877.50	749.00	0	\$ 10,530.00	8,988.00
OPTION 1 (ONE) Summary				ANNUAL COSTS	
EIPDS	1 Year MRC	3 year MRC	NRC	1 Year Rate	3 Year Rate
5 MPS	\$ 1,400.00	\$ 1,162.50	0	\$ 16,800.00	13,950.00
10 MPS	1,755.00	1,498.00	0	\$ 21,060.00	17,976.00
OPTION 2 (TWO)				ANNUAL COSTS	
Ethernet Private Line between 349 Kapiolani St. Hilo to 466 Kinoole St., Hilo					
	3 year MRC	5 year MRC	NRC	3 year Rate	5 year Rate
PTP Ethernet 5 Mbps	\$ 5,157.57	\$ 3,907.06	0	\$ 61,890.84	\$ 46,884.72
PTP Ethernet 10 Mbps	5,355.94	4,057.33	0	\$ 64,271.28	\$ 48,687.96

Kenneth Bugado, Jr.:

Postpone to a future meeting.

C. Finance Committee – Kiman Wong

1. Nominations for Finance Committee member(s).
Eddie Fujioka (HESD)
Arnold Kishi (CIO)

In addition to:

Kenneth Bugado, Jr. (HiPD)
Rob Gausepohl (KPD)
Gerald Kaneshiro (HPD)
Kiman Wong (Spectrum)

Dean Rickard motioned to appoint Eddie Fujioka and Arnold Kishi to the Finance Committee. Kenneth Bugado, Jr. seconded. Motion passed.

2. Review of Monthly Cash Flow & Budget Financial Reports.

Enhanced 911 Surcharge Collection	947,054
Interest Income	31,819
New & Emerging Tech. Training	(450,673)
Non-Recurring Expenses	(3,266,687)
Recurring Expenses: Administration	(1,345,037)
Maintenance	(1,044,387)
Telecommunications	(2,602,088)
Net Bank Balance	25,929,388
Outstanding Encumb./Accruals	(18,216,347)
Unencumbered Cash Balance	7,713,041

3. Request Funding Approval for Network connection between Hilo PD and Hilo Fire
Not necessary to this time.

VI. PSAP Status Updates

- A. Kauai PD – Rob Gausepohl:
 - Resolved last month’s administrative line issue
 - Hawaiian Telcom configuration error and faulty piece of hardware
- B. Oahu HPD – Gerald Kaneshiro:
 - CAD RMS contract in Corporation Counsel
- C. Oahu HFD – Jason Samala:
(not present)
- D. Oahu ESD – Edward Fujioka:
 - Met with West Gen at APCO Conference
 - IP alert in CAD
 - Currently trying out 23 devices at no cost
- E. Molokai PSAP – Dean Rickard:
 - Fully staffed
 - DPS examined applicants on Tuesday, August 14; waiting for results
- F. Maui County – Davlynn Racadio:
 - Renovations still underway
 - Targeting September for completion
 - Lost 1 staff member; currently have 14
 - 6 possible new hires
- G. Hawaii County PD – Kenneth Bugado, Jr.:
 - Hired 8 new employees who start September 4

- H. Hawaii County FD – Karen Bugado
 - Hiring at event end of August
 - 4 new hires scheduled to start beginning of October
- I. Hickam-Pearl Harbor RDC – Vic Freeland
 - Just got approval for construction of new RDC site
 - Will attend hiring fairs.
 - Hires must have Secret level security clearance.
 - Positions will be at GS 3/5/7 levels.
 - 2 hires from previous fairs.
 - Vic Freeland has direct hire authority; possible to hire outside of USAjobs website.
 - NOAA officers may be contacting PSAP staff for assistance and guidance.

VII. Items for Discussion, Consideration and Action

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

VIII. 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, September 13, 2018 (Combined meeting) **Room 132**
 2. Thursday, October 11, 2018 (Combined meetings) **Room 132**
 3. Thursday, November 8, 2018. (Combined meetings) **Room 132**
 4. Thursday, December 13, 2018. (Combined meetings) **Room 132**
- B. Future Conference Dates (**3 months advanced approval required**):
 1. Spillman Conference: November 11-14, 2018; Salt Lake City, UT
 2. E911 Goes to Washington: February 12-15, 2019
- C. Others.

Chair John Jakubczak extended condolences on behalf of the Board for the losses of Officer Bronson K. Kaliloa, and Hilo native and California firefighter Brian Hughes.

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

Chair 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.

Kenison Tejada suggested that any reference to clerical work be removed from dispatcher job descriptions.

X. **Adjournment**

There being no further business, Chair John Jakubczak requested adjournment. Thalia Burns motioned. Rob Gausepohl seconded. Motion was carried. The meeting was adjourned at 10:36 a.m.

DRAFT