



STATE OF HAWAII
E911 Joint Communications, Technical
and Finance Committee Meetings
Kalanimoku Building, Room 132
1151 Punchbowl St., Honolulu
Thursday, October 11, 2018
10:00 a.m. – 2:00 p.m.

Minutes

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

Technical Committee members present: Thalia Burns, Chair (HPD); John Jakubczak (MPD); Kim Kitagawa (HPD), Shawn Kuratani (HFD); David Miyasaki (KPD); Tony Ramirez (Akimeka); and Kenison Tejada (APCO/NENA Pacific Chapter).

Technical Committee members absent: Jeffrey Riewer (AT&T) and Tony Velasco (DIT).

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

Finance Committee members absent: Edward Fujioka (HESD).

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

Guests: Francis Alueta (HawTel), Nani Blake (Sprint), Marcy Chang (DCCA/Consumer Advocate), Dolores Cook (DOD), Vic Freeland (RDC CNRH), Joe Garcia (HDOT Harbors Division), Liz Gregg (AT&T), Wayne Hirasa (Hookui Solutions); Alan Kimura (HiFD), Glenn Kobashigawa (HawTel), Katja Krivoruchko (Akimeka), Andra Lurie (Rutledge Consulting), Etta Moiha (HPD), Stacy Pereira (KPD), Robert Perreira (HiFD), Corey Shaffer (Verizon), Geoffrey Shon (HESD), Wendy-Liz Tancayo-Mebille (MPD), and Mark Wong (DIT).

I. Call to Order, Public Notice, Quorum

- A. Chair John Jakubczak called the meeting to order at 10:00 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 August 15, 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

Nothing.

B. Technical Committee – Thalia Burns

Nothing.

1. Educational Investigative Committee update – Courtney Tagupa for Jeffrey Riewer
 - University of Hawaii (UH) representatives will be present after Board meeting.
 - UH needs commitment from the Committee and Board.
 - a. Discussion on 911 Grant Program – PSAP Training
 - There needs to be movement because education is allowable expense under the upcoming 911 Grant.
 - b. Educational Investigative Committee to convene after Board meeting
2. 911 Grant Investigative Committee – Courtney Tagupa for Everett Kaneshige
 - Dolores Cook asked if there was any information on the upcoming grant
 - Courtney Tagupa:
 - Waiting for details to be released
 - Estimated that application process will begin in November or December 2018
 - Expecting a short window of possibly 60 days
 - Kenison Tejada asked if Board approval was necessary
 - Courtney Tagupa advised that it was best to get official approval and move forward
 - Dolores Cook:
 - Advised the Committee to have several different project options and the fine-tune what projects will be funded with grant money
 - Reminded the Committee that the Grant would provide 60% matched by 40% paid by the Board and/or PSAPs

3. Request Approval for Oahu DIT (1), 9-1-1 Goes to Washington Conference, February 12-15, 2019 - \$3,000.
 - John Jakubczak asked for clarification on whether travel was limited to Board members
 - Courtney Tagupa stated that Joint members are also authorized to travel
 - Tony Ramirez motioned to forward the matter to the Finance Committee. John Jakubczak seconded. The motion passed by voice vote and was forwarded to the Finance Committee.

C. Finance Committee – Kiman Wong

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

Enhanced 911 Surcharge Collection	967,258
Interest Income	36,280
New & Emerging Tech. Training	(15,545)
Non-Recurring Expenses	(2,497)
Recurring Expenses: Administration	(20,792)
Maintenance	(102,397)
Telecommunications	(154,954)
Net Bank Balance	26,116,350
Outstanding Encumb./Accruals	(17,241,701)
Unencumbered Cash Balance	8,874,649

2. Request Funding Approval for Oahu DIT (1) 9-1-1 Goes to Washington Conference, February 12-15, 2019 - \$3,000.
Arnold Kishi motioned to forward the matter to the Board. John Jakubczak seconded. The motion passed by voice vote and was forwarded to the Board.

VI. PSAP Status Updates

- A. Kauai PD – Stacy Pereira for Kalani Ke:
 - UPS upgrade completed
 - Currently undergoing renovations
 - Planning to send 3 staff members to November conference
- B. Oahu HPD – Gerald Kaneshiro:
 - 3-year CAD project launches in November 2018
 - New dispatch class beginning December 3, 2018
 - JTMC estimated to be completed in March 2019, with HPD Communications estimated to move in ~March 2020
- C. Oahu HFD – Shawn Kuratani:
 - Nothing.
- D. Oahu ESD – Edward Fujioka:
 - Nothing

- E. Molokai PSAP – Dean Rickard:
 - Nothing
- F. Maui County – Davlynn Racadio:
 - New class starting October 22, 2018
 - Renovation of Wailuku primary site on schedule
 - Expected to move back from alternate site in October 2018
- G. Hawaii County PD – Kenneth Bugado, Jr.:
 - Department went live with Spillman on September 18, 2018
 - Thanks to Stacy Pereira and KPD for their guidance and expertise
 - New class with 8 hires
- H. Hawaii County FD – Robert Perreira for Kazuo Todd
 - Went live with Spillman on September 18, 2018 as well
 - Received new furniture
 - Currently have 4 vacancies and 3 recruits
 - Hoping to open new recruitment soon
- I. Hickam-Pearl Harbor RDC – Vic Freeland
 - Federal government approved budget which includes funding for new site
 - Estimated completion and move-in around October 2019
 - Currently have 11 vacancies.

John Jakubczak, on behalf of Committee and Board members, expressed his gratitude to recent retiree Rob Gausepohl (KPD) and wished him well.

VII. **Items for Discussion, Consideration and Action**

- A. 911 Timeline update.
Please continue to refer any timeline updates to the Executive Director.
- B. Request for approval for
- C. 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, November 8, 2018. (Combined meetings)
 2. Thursday, December 13, 2018. (Combined meetings) **Room 132**
 3. Thursday, January 10, 2019 (Combined meetings)
- B. Future Conference Dates (**3 months advanced approval required**):
 1. Spillman Conference: November 11-14, 2018; Salt Lake City, UT
 2. Standards & Best Practices: January 21-24, 2019; Orlando, FL
 3. 9-1-1 Goes to Washington: February 12-15, 2019
 4. APCO Conference: Aug.11-14, 2019; Baltimore, MD
- C. Others.

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.
No one came forward.

X. Adjournment

There being no further business, Chair John Jakubczak requested adjournment. Thalia Burns motioned. Dean Rickard seconded. Motion was carried. The meeting was adjourned at 10:22 a.m.