



STATE OF HAWAII  
E911 Joint Communications, Technical  
and Finance Committee Meetings  
Kalanimoku Building, Room 132  
1151 Punchbowl St., Honolulu  
Thursday, December 13, 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); John Jakubczak (MPD); Kim Kitagawa (HPD); David Miyasaki (KPD); Tony Ramirez (Akimeka); Jeffrey Riewer (AT&T); Kenison Tejada (APCO/NENA Pacific Chapter); and Tony Velasco (DIT).

Technical Committee members absent: Shawn Kuratani (HFD).

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

Finance Committee members absent: Edward Fujioka (HESD) and Arnold Kishi (CIO).

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

Guests: Francis Alueta (HawTel), Nani Blake (Sprint), Dory Clisham (AMR), Jeff Cushman (AT&T), Liz Gregg (AT&T), Byron Higa (Spectrum), Wayne Hirasu (Hookui Solutions), Jonathan Holland (AT&T), Jon Itomura (DCA), Everett Kaneshige (DOD), Kalani Ke (KPD), Alan Kimura (HiFD), Glenn Kobashigawa (HawTel), Melody Lewellen (HPD), Etta Moiha (HPD), Bradon Ogata (HPD), Stacy Pereira (KPD), Sally Pestana (Kapiolani CC), Jason Samala (HFD), Corey Shaffer (Verizon), Geoffrey Shon (HESD), Wendy-Liz Tancayo-Mebille (MPD), Kazuo Todd (HiFD), 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 or corrections to the November 8, 2018 meeting minutes. None were offered. Thalia Burns motioned to adopt. Kiman Wong 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 – Jeffrey Riewer  
Comparison of county curricula.

2. Investigative Committee –Everett Kaneshige  
Overview of meeting with DAGS Public Works Planning Branch

- Handle procurement, interviews, contract negotiation
- 3% of contract amount as fee

Tony Ramirez: note to include verbiage re: 911 to satisfy Federal Grant

Davlynn Racadio: very confident with team and answers

Prefer to go this route (with DAGS PW Planning)

Kenison Tejada: clarify that this isn't an RFP; more of and RFQ

Francis Alueta: DAGS PW Planning is not selecting contractor?

John Jakubczak: They will contract with company the Board selects

John Jakubczak requested a motion to amend the agenda by adding a request for funding to send Everett Kaneshige to 911 Goes to Washington. Thalia Burns motioned. Jeffrey Riewer seconded. The motion passed and the item was added to the agenda.

Thalia Burns motioned to send the request for funds to the Finance Committee. Tony Ramirez seconded. The motion passed.

John Jakubczak requested a motion to amend the agenda by adding a request for funding to send Jeffrey Riewer to 911 Goes to Washington. Tony Ramirez motioned. Francis Alueta seconded. The motion passed and the item was added to the agenda.

Tony Ramirez motioned to send the request for funds to the Finance Committee. Francis Alueta seconded. The motion passed.

C. Finance Committee – Courtney Tagupa for Kiman Wong

1. Recommendation of Kauai PSAP representative to Finance Committee.  
John Jakubczak motioned to accept the appointment of Kalani Ke (KPD) to the Finance Committee. Davlynn Racadio seconded. The motion passed.
2. Review of Monthly Cash Flow & Budget Financial Reports.

Enhanced 911 Surcharge Collection	946,686
Interest Income	40,716

New & Emerging Tech. Training	0
Non-Recurring Expenses	0
Recurring Expenses: Administration	(40,314)
Maintenance	(115,790)
Telecommunications	(129,339)

Net Bank Balance	26,710,481
Outstanding Encumb./Accruals	(16,282,041)
Unencumbered Cash Balance	10,428,441

3. Analysis of Return on Interest Earned from FHB, BOH and ASB.  
ASB declined to submit proposal due to not being able to agree to limit FHB more favorable than BOH by ~\$20,289

Courtney Tagupa: recommend FHB based on bottom line  
Also note the bureaucracy in switching banks

Tony Ramirez: any difference in securing funds?  
Courtney Tagupa: both FHB and BOH collateralized

Jeffrey Riewer motioned to approve the proposal from FHB. Francis Alueta seconded. The motion passed.

4. Request for additional funding of \$8,500 for EMD call taking retraining and policy review – new total \$13,500.

Courtney Tagupa: Honolulu EMS had waived funding for previously approved items.

Thalia Burns: This is to cover costs of bringing in trainers?  
Geoffrey Shon: Yes.

Tony Ramirez: Funding already in place?  
John Jakubczak: Yes. This is a reallocation.

Kenneth Bugado, Jr. motioned to approve. Francis Alueta seconded. The motion passed.

Kim Wong requested a motion to add the request for funding to send Everett Kaneshige to 911 Goes to Washington. Dean Rickard motioned. Jeffrey Riewer seconded. The motion passed.

Kim Wong requested a motion to approve funding to send Everett Kaneshige to 911 Goes to Washington. Dean Rickard motioned. Jeffrey Riewer seconded. The motion passed.

Kim Wong requested a motion to add the request for funding to send Jeffrey Riewer to 911 Goes to Washington. Kalani Ke motioned. Dean Rickard seconded. The motion passed.

Kim Wong requested a motion to approve funding to send Jeffrey Riewer to 911 Goes to Washington. Kalani Ke motioned. Kenneth Bugado, Jr. seconded. The motion passed.

## VI. PSAP Status Updates

- A. Kauai PD –Kalani Ke:
  - Nothing to add.
- B. Oahu HPD – Gerald Kaneshiro:
  - Introduced Bradon Ogata, incoming Captain
  - Met with CAD vendor Central Square, formerly TriTech
  - New class of dispatchers starting
- C. Oahu HFD – Jason Samala:
  - Nothing to add.
- D. Oahu ESD – Geoffrey Shon for Edward Fujioka:
  - Nothing to add.
- E. Molokai PSAP – Dean Rickard:
  - Molokai accepting volunteers for call taking from current MPD staff on overtime basis.
  - Maui county recognized dispatchers
- F. Maui County – Davlynn Racadio:

- Interviewed 7 people; offered 7 conditional hires
  - Lost 1 trainee; 2 currently training
  - Looking for 15
  - Renovations going smoothly
  - Some issues with recorders being inactive but working to resolve
- G. Hawaii County PD – Alan Kimura:
- Class of 8 down to 6
- H. Hawaii County FD –Kazuo Todd
- 3 new hires currently on line
  - Just reopened recruitment, hoping to fill 2 vacancies
- I. Hickam-Pearl Harbor RDC – Vic Freeland
- (not present)

## VII. Items for Discussion, Consideration and Action

- A. 911 Timeline update.  
Please continue to refer any timeline updates to the Executive Director.
- B. Comments on C&C of HNL Christmas Tree Contest Entries.
- 1.HPD
    - Maj. Kaneshiro mentioned the outstanding work that the Communications department did on its Christmas tree entry.
  - 2.EMS
    - 5 secretaries handled decorations
  - 3.DIT
    - Treetop village to star/top
    - Made with popsicle sticks
    - Chimneys had "smoke" rising
  - 4.HFP
    - Administrative services handled decorations
    - 1-inch fire hose around
    - Branches decorated with fire sprinklers
- 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, January 10, 2019 (Combined meetings) **Room 132**
  2. Thursday, February 7, 2019 (Combined meetings) **note 1<sup>st</sup> Thursday**
  3. Thursday, March 14, 2019 (Combined meetings)
  4. Thursday, April 11, 2019 (Combined meetings)
- B. Future Conference Dates (**3 months advanced approval required**):
1. Standards & Best Practices: January 21-24, 2019; Orlando, FL
  2. 9-1-1 Goes to Washington: February 12-15, 2019

3. 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. Jeffrey Riewer motioned. Dean Rickard seconded. Motion was carried. The meeting was adjourned at 10:45 a.m.

DRAFT