



STATE OF HAWAII

Enhanced 911 Board Meeting
Kalanimoku Building, Room 132
1151 Punchbowl Street, Honolulu
Thursday, October 10, 2019
10:00 a.m. – 1:00 p.m.

Minutes

Board members present: John Jakubczak (MPD), Chair; Kenneth Bugado, Jr. (HiPD), Vice Chair; Lisa Hiraoka (Consumer Advocate Designee); Arnold Kishi (CIO Designee); Dean Rickard (MPD Molokai); Jeffrey Riewer (AT&T); and Corey Shaffer (Verizon).

Board members absent: Francis Alueta (HawTel), Nani Blake (Sprint), Thalia Burns (HPD), Kalani Ke (KPD), and Mark Wong (DIT).

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

Staff members absent: Stella Kam (AG).

Guests: Karen Bugado (HiFD), Eddie Fujioka (HESD), Robert Fujitake (HiPD), Joe Garcia (DOT Harbors), Henrietta Helm (MPD Molokai), Mel Kaku (DTS), Everett Kaneshige (DOD), Glenn Kobashigawa (HawTel), Shawn Kuratani (HFD), Patrick Leddy (LCC), David Miyasaki (KPD), Dave Peck (Pictometry), Stacy Pereira (KPD), Tony Ramirez (Akimeka), Wendy-Liz Tancayo-Mebille (MPD Molokai), Lavina Taovao (KPD), Tony Velasco (DIT), and Kiman Wong (Spectrum).

I. Call to Order, Public Notice, Quorum

- A. The meeting was called to order by Chair John Jakubczak at 10:41 a.m.
- B. Public Notice was issued.
- C. Quorum was present.

II. Public testimony on all agenda items

Chair 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 Chair John Jakubczak.

IV. Review and approval of last month's meeting minutes

Chair John Jakubczak called for any additions/corrections to the September 12, 2019 meeting minutes. None were offered. Jeffrey Riewer motioned to adopt. Arnold Kishi seconded. The motion was approved by voice vote by all Board Members present.

V. Committee Updates by Committee Chairs

- A. Communications Committee – John Jakubczak for Davlynn Racadio
Nothing further.
- B. Technical Committee – Thalia Burns
Nothing further.
 - 1. Educational Investigative Committee update – Jeffrey Riewer
Nothing further.
- C. Finance Committee – Kiman Wong
Nothing further.
 - 1. Review of monthly cash flow report.
Nothing further.

VI. PSAP Status Updates

- A. Kauai – Stacy Pereira for Kalani Ke:
Nothing further.
- B. Oahu HPD – Gerald Kaneshiro:
Not present.
- C. Oahu HFD – Shawn Kuratani:
Nothing further.
- D. Oahu EMS – Edward Fujioka:
Nothing further.
- E. Molokai – Dean Rickard:
Nothing further.
- F. Maui – John Jakubczak for Davlynn Racadio:
Nothing further.
- G. Hawaii County PD – Robert Fujitake:
Nothing further.
- H. Hawaii County FD – Karen Bugado for Kazuo Todd:
Nothing further.
- I. Hickam-Pearl Harbor RDC – Vic Freeland:
Not present.

VII. Executive Director's Report

- A. Annual CPA Audit.
CPAs will be done soon/sooner than usual
Someone from Egami & Ichikawa CPAs, Inc will give a report at November meeting.

- B. RFP Update
Thanks to review committee
Incorporated 3 suggested amendments
1. Criminal background check
 2. Non-disclosure agreement NDA
 3. Declaration that RFP is primary point-of-reference
- Will pull 5 of 6 review committee members to serve on selection committee just to have an odd number for voting.
Upon Board approval, RFP will be posted on the Hawaii Awards & Notices Data System (HANDS) website.

VIII. Items for Discussion, Consideration and Action

- A. 911 Timeline update
- B. FirstNet update – Everett Kaneshige for Kenison Tejada
- Kenison Tejada meeting with FirstNet and HPD to go over protocols for Honolulu Marathon and discuss what assets are where.
 - Engage Kenison when department is holding exercises.
 - Tactical training:
 - Thanks to participants and supervisors
 - Real world simulation in field
 - TrickPac on November 9
 - AT&T local FirstNet team will give an update at next SCIP meeting
- C. Request approval to release RFP for Consultant for NG911 State Plan.
Courtney Tagupa: Reviewed and incorporated suggested edits
Reviewed and approved by Stella Kam
Chair John Jakubczak requested a motion to approve. Jeffrey Riewer motioned. Corey Shaffer seconded. The motion passed.
- D. Request Board approval for the appointment of Lisa Hiraoka as a member of the Finance Committee.
Chair John Jakubczak requested a motion to approve. Dean Rickard motioned. Arnold Kishi seconded. The motion passed.

IX. Announcements

- A. Future meeting dates:
All meetings in Kalanimoku Building, Room 132, from 10:00 a.m. to 1:00 p.m. unless specified.
1. Thursday, November 14, 2019 (Combined meetings)
 2. Thursday, December 12, 2019 (Combined meetings)
 3. Thursday, January 9, 2020 (Combined meetings)
 4. Thursday, February 6, 2020 (**Early schedule due to 911 GTW**)
 5. Thursday, March 12, 2020 (Combined meetings)
- B. Future Conference Dates (**3 months advanced approval required**):
1. NENA NG9-1-1 Standards & Best Practices Conference: January 20-23; Austin, TX.
 2. 911 Goes to Washington Conference: February 15-20; Washington, DC.

3. FutureView 2020: March 9-12; Phoenix, AZ.
4. CentralSquare 2020: March 17-20; Las Vegas, NV.
5. Rave Summit: March 23-24; New Orleans, LA.
6. Navigator Conference: April 28-30; Orlando, FL.
7. HxGN Live Conference: June.
8. NENA Conference: June 13-18; Long Beach, CA.
9. APCO Conference: August 2-5; Orlando, FL.
10. Future View Conference: August.

C. Others

Tony Ramirez attended a recent HART meeting

- 911 testing will begin in 1-2 months
- Working on incorporating into PSAP CAD database
- Rail admin phones and mobile users/passengers on rail
- NENA already has standards
- Putting together a plan; working with PSAPs and vendors
- Suggest using MLTS ALI data
- Need to make sure call-takers are properly trained

Shawn Kuratani:

- Attended previous meeting
- Brought up concern about 3rd party dispatch
- 3rd party to verify location of incident and contact appropriate department

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

Chair John Jakubczak requested that any member of the public 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.

XI. **Adjournment**

There being no further business, Chair John Jakubczak requested a motion to adjourn. Corey Shaffer motioned. Jeffrey Riewer seconded. The motion passed, and the meeting was adjourned at 11:07a.m.