



STATE OF HAWAII
E911 Joint Communications, Technical,
and Finance Committee Meetings
Virtual Meeting
Thursday, July 9, 2020
9:00 a.m. – 12:00 p.m.

Minutes

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

Technical Committee members present: Thalia Burns (HPD), Chair; John Jakubczak (MPD); Tony Ramirez (Akimeka); Shawn Kuratani (HFD); Tony Velasco (DIT); and Kenison Tejada (FirstNet & APCO/NENA Pacific Chapter).

Technical Committee members absent: David Miyasaki (KPD); and Jeffrey Riewer (AT&T).

Finance Committee members present Kiman Wong (Spectrum) Chair; Kenneth Bugado, Jr. (HiPD); Lisa Hiraoka (Consumer Advocate); Gerald Kaneshiro (HPD); Edward Fujioka (HESD); Arnold Kishi (ETS) and Dean Rickard (MPD Molokai).

Finance Committee members absent none.

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

Guests: Cindy Alderete (Winbourne); Andrew Reece (Winbourne); Julie Heimkes (Winbourne); Aaron Farias (HPD); Liz Gregg (AT&T); Melvin Kaku (DTS); Everett Kaneshiro (DoD); Glenn Kobashigawa (HawTel); Kimberly Lee (HPD); Robert Perreira (HiFD); Stacey Perreira (KPD); Kazuo Todd (HiFD); Francis Alueta (HawTel); Mark Wong (DIT); Karen Bugado (HiFD); Nani Blake (T-Mobile); Geoffrey Shon (EMS); Henrietta Helms (MPD-Molokai) and Reid Yoshida (HFD).

I. Call to Order, Public Notice, Quorum

- A. Chair Kalani Ke called the meeting to order at 9:00 am.
- B. Public Notice was posted.
- C. A quorum was present for all Committees.

II. Public testimony on all agenda items

Chair Kalani Ke asked if anyone wished to provide testimony to submit? No one came forward to testify.

III. Introductions

A roll call was conducted, at the request of Chair Kalani Ke.

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

Chair Kalani Ke called for any additions or corrections to the July 9, 2020 meeting minutes. None were offered. Ken Bugado 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

Chair Racadio expressed her condolences to all the PSAP who are undergoing COVID-19 related issues with keeping everyone healthy and maintaining a clean work environment.

B. Technical Committee – Thalia Burns

No updates.

C. Finance Committee – Kiman Wong

Review of Monthly Cash Flow & Budget Financial Reports.

Committee Chair Kiman Wong presented the results of July 2020 cash flow report.

VI. NG911 State Plan Update – Andrew Reece, Julie Heimkes, and Cindy Alderete (Winbourne Consultants)

The Winbourne Consulting Team addressed the following items in their presentation of the Needs Assessment & Gap Analysis Report:

A. Review Key Points of the Needs Assessment and Gap Analysis.

B. Seek Questions & Clarifications from the Board.

C. Preview Action Items & Next Steps.

VII. PSAP Status Updates

A. Kauai PD – Stacy Perreira

1. Applicants for dispatch have increased to the point where there are only two openings available from a starting total of twenty-one.

2. Remodel of dispatch center to begin shortly with staff moving to ADC during the renovation.

3. Certifications for dispatchers are at 90% for both EMD and Fire. Certifications will continue until it includes Police as well.

4. The volume of calls has caused an increase in minimum staffing levels due mainly to COVID-19.

B. Oahu HPD – Gerald Kaneshiro

1. CAD project is moving forward with the launch scheduled for this year.

2. HPD is applying for the plexiglass shields through the CARES Act.

C. Oahu HFD –Reid Yoshida

1. HFD is fully staffed and recently moved back to the JTMC.

D. Oahu ESD – Edward Fujioka

1. Plexiglass shields utilizing CARES Act funding have been installed.
 2. We will be continuing to the application process for funding through CARES and E911 Fund..
- E. Molokai PSAP – Henrietta Helm
Molokai is going through it UPS upgrade.
- F. Maui County – Davlynn Racadio.
1. Twelve-hour shifts are now mandatory for everyone.
 2. Maui is now at thirteen dispatchers.
 3. Bulletproof shield installation has caused our staff to move to ADC temporarily.
 4. Replacement UPS has caused further disruption.
- G. Hawaii County PD – Robert Fujitake:
1. We have six new dispatchers to start on July 16.
 2. We are also going through our UPS upgrade.
 3. Our consoles will be upgraded during September.
- H. Hawaii County FD – Kazuo Todd
1. We have five vacancies, two of which are supervisory.
 2. We are also experiencing the UPS upgrade as well.
- I. Hickam-Pearl Harbor RDC – Vic Freeland (not present).

VIII. Items for Discussion, Consideration, and Action

- A. 911 Timeline update.
Chair Ke requested to refer any timeline updates to the Executive Director.
- B. Others – none

IX. Announcements

- A Future Virtual Meeting dates (9:00 am – 12 noon):
- i. Thursday, August 7, 2020 (Combined meetings)
 - ii. Thursday, September 10, 2020 (Combined meetings)
 - iii. Thursday, October 8, 2020 (Combined meetings)
 - iv. Thursday, November 12, 2020 (Combined Meetings)
 - v. Thursday, December 10, 2020 (Combined Meetings)
 - vi. Thursday, January 7, 2021 (Combined Meetings)
- B. Future Conference Dates (**3-months advanced approval required**):
- i. NENA Conference (Virtual only) - September 24-29, 2020.
 - ii. APCO Conference - Cancelled

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

- XI. **Adjournment.** Chair Ke requested a motion to adjourn. Ken Bugado moved to adjourn. Gerald Kaneshiro seconds the motion, and it was approved by the voice vote of the committee members present, without discussion.