



STATE OF HAWAII

**Communications, Technical, and Finance Meeting
(Combined Meeting)
Virtual Meeting-Microsoft Teams
Thursday, April 8, 2021
9:00 am – 12:00 pm**

MINUTES

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

Communications Committee members absent None

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

Technical Committee members were absent. None.

Finance Committee members present Kiman Wong Chair (Spectrum) Chair; Lisa Hiraoka (DCCA); Arnold Kishi (ETS); Ken Bugado (HiPD); and Aaron Farias (HPD).

Finance Committee members absent Dean Rickard (MPD Molokai); Edward Fujioka (ESD)

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

Guests Everett Kaneshige (DoD); Stacey Perreira (KPD); Rob Fujitake (HiPD); Nani Blake (T-Mobile); Corey Shaffer (Verizon); Cindy Alderete (Winbourne); Glenn Kobashigawa (HT); Geoffrey Shon (EMS); Julie Heimkes (Winbourne); Andrew Reece (Winbourne); Clyde Holokai (MPD); Ah Lan Leong (HPD); Ruth Zipfel (EagleView); Natasha Reece (AMR); Kazuo Todd (HiFD); and Mark Wong (DIT).

I. Call to Order, Public Notice

The meeting was called to order by Chair Clyde Holokai at 9:00 am.

II. Public testimony on all agenda items

Public notice was issued.

III. Roll Call, Quorum

A roll call took place, and there was a quorum for all committee meetings.

IV. Message from Governor Ige regarding Public Safety Telecommunicators Week

The recording of the Governor's could not be played due to technical difficulties.

V. Update on Kauai Transition to NG911 – E. Ke

There were no updates from Kauai at this time.

VI. Review and approval of last meeting minutes.

Kiman Wong motioned to approve. Tony Ramirez seconded the motion. A roll call vote was taken, and the minutes were approved by all committee members present.

VII. Winbourne Consulting, LLC Update – Andrew Reece, Cindy Alderete, Julie Heimkes:

- i. Deliverable ESInet Detailed Design Document
- ii. Will work with Kauai on the specific details of this document
- iii. May 2021 911 Technical Committee Meeting Agenda

1. Update on Detailed Design Documents

Thalia Burns asked how Winbourne would determine the cost for each PSAP without visiting the PSAP to understand its operations. Winbourne is waiting to understand the procurement regulations for each county and the requirements for each PSAP before a cost may be determined. Winbourne is also planning a site visit for each PSAP to determine their needs requirement.

VIII. Committee Updates by Committee Chairs

a. Communications Committee – Davlynn Racadio

Davlynn summarized the progress on HB 73 SB1 that will recognize dispatchers as emergency workers.

b. Technical Committee – Thalia Burns

i. Educational Investigative Committee – Jeffrey Riewer

April 28 will be the 1st opportunity to start the classes. We have from 7-9 participants.

ii. ICTE Investigative Committee- Everett Kaneshige

1. APCO Nexus Conference-May 18-19, 2021 (Tentative)

There are 9 people who wanted to attend the virtual conference.

More information regarding the meeting will be made available at the next meeting.

2. Request funding approval for:

- a. HFD moving expenses for CAD server from FMB to JTMC-\$40,000.

Jeffrey Riewer motioned to approve the moving request for \$40,000. Tony Ramirez seconded the motion. A roll call vote was taken, and the motion was unanimously approved by all the technical committee members present.

b. HFD wishes to fund O/T and tuition for the for APCO Certification Program.

Jeffrey Riewer motioned to amend the agenda to allow O/T and tuition costs for the APCO Certification Program for all PSAPs. Tony Ramirez seconded the motion. A roll call vote was taken, and the motion was unanimously approved the motion by all technical committee members present.

c. Thalia Burns acknowledged to the Board that the APCO Nexus Conference was changed from onsite to virtual with a price of \$49/person and the board will support those who wish to attend the APCO Nexus Conference.

- d. KPD additional funding for taxes on CAD Maintenance Agreement - \$11,869.29.
Tony Ramirez motioned to approve the additional taxes. Tony Velasco seconded the motion. A roll call vote was taken, and the motion was approved unanimously by all the technical committee members present.
 - e. HiFD upgrade radio consoles to add more capability - \$3,455.
There was no motion taken since the funding request was for an upgrade for a radio console. Radio related items are not allowable.
 - f. MPD additional budget for recorder - \$124,502.
David Miyasaki motioned to approve the additional budget for the logging recorder. Tony Ramirez seconded the motion. A roll call vote was taken, and the motion was approved unanimously by all technical committee members present.
- c. Finance Committee – Kiman Wong
- i. Report on Monthly and Y-T-D Cash Flow
Kiman Wong reviewed the Monthly Cash Flow report with the Finance Committee.
 - ii. Request funding approval for:
 - 1. HFD moving expenses for CAD server from FMB to JTMC-\$40,000.
Arnold Kishi motioned to approve the moving expenses for \$40,000. Lisa Hiraoka seconded the motion. A roll call vote was taken, and the motion was approved by the finance committee members present.
 - 2. HFD O/T for APCO Certification Program.
The motioned was deferred to the next month’s meeting.
 - 3. KPD additional funding for taxes on CAD Maintenance Agreement - \$11,869.29
Lisa Hiraoka motioned to approve the additional taxes. Arnold Kishi seconded the motion. A roll call vote was taken, and the motion was approved by all finance committee members present.
 - 4. HiFD upgrade consoles to add more capability - \$3,455.
No motion was permitted since the radio component of the funding request was unallowable.
 - 5. NENA Conference FY 2022 - \$10,500 (additional)
Lisa Hiraoka motioned to approve the additional amount. Arnold Kishi seconded the motion. A roll call vote was taken, and the motion was unanimously approved by all finance committee members present.
 - 6. MPD additional budget for logging recorder - \$124,502.
Lisa Hiraoka motioned to approve. Edward Fujioka seconded the motion. A roll call vote was taken, and the motion was unanimously approved by all finance committee member present.

IX. PSAP Status Updates

- a. Kauai KPD – Stacey Perreira for E. Kalani Ke
KPD lost one dispatcher but gained two in May.
Installed Rapid SOS in their Spillman CAD.
Activities planned for dispatchers for PS Telecommunicators Week.
- b. Oahu HPD – Aaron Farias
One police communications officer added. Two new PCOs in the class.
- c. Oahu HFD – Shawn Kuratani.
1 vacancy anticipated to be filled shortly.

- d. Oahu EMS – Edward Fujioka
The following training classes are being scheduled: EMD training class; Viper and CAD training; and Call taking and radio.
- e. Maui MPD – Davlynn Racadio for John Jakubczak
Revised the job specifications for the dispatcher positions which resulted in 38 applicants. We also have 3 new hires in training.
- f. Molokai MPD – Clyde Holokai
Nothing more to add.
- g. Hawaii PD – Kenneth Bugado, Jr.
Class of eight; some will go through radio training.
- h. Hawaii FD – Kazuo Todd
Nothing to report.

X. Items for Discussion, Consideration, and Action

- a. 911 Timeline update should be referred to the ED.
Each of the PSAPs are current with their timeline updates.
- b. Others.

XI. Announcements

- a. Future Virtual Meeting dates/time (9:00 am – 12 noon):
 - i. Thursday, May 14, 2021 (Combined Meetings)
 - ii. Thursday, June 10, 2021 (Combined Meetings)
 - iii. Thursday, July 8, 2021 (Combined Meetings)
 - iv. Thursday, August 12, 2021 (Combined Meetings)
 - v. Thursday, September 9, 2021 (Combined Meetings)
 - vi. Thursday, October 14, 2021 (Combined Meetings)
- b. Future Conference Dates (3 months of advanced approval required):
 - i. Central Square User Virtual Conf., April 2021.
 - ii. Hexagon Conference, June 15-18, 2021, Las Vegas. (Postponed until June 2022)
 - iii. NENA Conference, June 26-July 1, 2021, Columbus, OH.
 - iv. APCO 2021, August 15-18, San Antonio, TX.
 - v. Deccan Conference, Sept. 7-10, 2021, San Diego, CA.
 - vi. Others

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

No one came forward to testify.

XIII. Adjournment.

John Jakubczak motioned to adjourn, and Tony Ramirez seconded the motion, and the Joint Committees were adjourned without discussion.