



STATE OF HAWAII

Communications, Technical, and Finance Meeting (Combined Meeting) Wednesday, November 10, 2021 9:00 am – 12:00 pm

MEETING MINUTES

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

Technical Committee members present John Jakubczak (MPD); Shawn Kuratani (HFD); Kenison Tejada (FirstNet); Tony Ramirez (Akimeka); and Tony Velasco (DIT).

Technical Committee members absent David Miyasaki (KPD), Thalia Burns (HPD), and Jeffrey Riewer (AT&T).

Finance Committee members present Clyde Holokai Vice-Chair (MPD); Ken Bugado (HiPD); Edward Fujioka (EMS); Lisa Hiraoka (Consumer Advocate); Arnold Kishi (CIO Designee); and Aaron Farias (HPD).

Finance Committee members absent Kiman Wong (Charter) (Chair).

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

Guests: Everett Kaneshige (DoD); Corey Shaffer (Verizon); Cindy Alderete (Winbourne); Julie Heimkes (Winbourne); Liz Gregg (AT&T); Ian Smith (HiFD); Glenn Kobashigawa (HT); Frances Alueta (HT); Kurt Lager (OSL); Natasha Reece (AMR); Patrick Leddy (LCC); John Holland (AT&T); Ruth Zipfel (EagleView); Ollie Galam (NGA911); Ah Lan Leong (HPD); Kazuo Todd (HiFD); Jeff Cushman (AT&T); and Mark Wong (DIT).

I. Call to Order, Public Notice

Vice-Chair Clyde Holokai called the meeting to order at 9:00 am. A public notice was posted.

II. Public testimony on all agenda items

No one came forth to testify.

III. Roll Call, Quorum

Roll Call was taken, and a quorum was present for all committees.

IV. Review and approval prior meeting minutes.

John Jakubczak motioned to approve the meeting minutes of the prior month's meeting. Francis Alueta seconded the motion. A voice vote was taken, and there was a unanimous vote from all committee members present.

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

- a. Agenda
 - i. ESInet Cost Follow Up
 - ii. Decision Maker Meetings
 - iii. Legislative Discussion
 - iv. Status of Deliverable 6-ESInet Implementation Plan
 - v. December 2021 Committee Meeting Draft Agenda
- b. ESInet Cost Follow Up
Any Feedback on the ESInet Cost Summary Document?
- c. Decision Maker Meetings
 - i. Winbourne has reached out to all of the PSAPs to schedule meetings with the Decision Makers, the following is the status of those meetings:
 - 1. Hawaii County-Met with them on November 2.
 - 2. Maui County-waiting for Davlynn to return from vacation on November 18 to schedule.
 - 3. Honolulu/Oahu County-Waiting to schedule a meeting date and time.
 - 4. Kauai County-Waiting to schedule a meeting date and time.
- d. Legislative Discussion
 - i. Goal-Develop is messaging for the Legislative Education Sessions to be held in February 2022.
 - ii. Courtney Discussion-Wishes to discuss options for the information that we will present to the legislators in 2022.
 - iii. Legislative Meeting- Can we do a quick look at our calendars and see if we can find an acceptable date? Legislative Committee members are as follows:

Ah Lan Leong	HPD	fleong@honolulu.gov
Kazuo Todd	HiFD	Kazuo.Todd@hawaiicounty.gov
Kiman Wong	Charter	kiman.wong@charter.com
Stacy Perreira	KPD	sperreira@kauai.gov
Davlynn Racadio	MPD	Davlynn.Racadio@mpd.net
Arnold Kishi	ETS	Arnold.T.Kishi@hawaii.gov
Tony Ramirez	Akimeka	tramirez@akimeka.com
Stella Kam	AG	Stella.M.Kam@hawaii.gov
Courtney Tagupa	E911	courtney.tagupa@hawaii.gov
Shawn Kuratani	HFD	skuratani@honolulu.gov
Eddie Fujioka	EMS	efujioka2@honolulu.gov

Stella Kam was asked if the legislative committee could plan its strategy regarding educating the legislature regarding NG911 and the ESInet. Stella expressed her concern that having two board members on the committee may violate the Sunshine Laws. She requested to research this issue and report back to the board in December.

iv. Status of Deliverable 6

We need the decisions from the Decision Makers to complete Deliverable 6.

v. Next Steps

1. November to December – Prepare for Legislative Meetings – Meet with Board Legislative Committee to coordinate attendance, logistics, and presentation to the State Legislators.
2. November – Winbourne will continue to reach out to the remaining counties to set up an online meeting with the County decision-makers to determine the path forward for the implementation of the ESInet, and messaging for the Legislative meetings.
3. December – Based on the Decisions made by the Counties, finalize and present Deliverables 6 to the Board in November.
4. February – Meet with State Legislators.

VI. Committee Updates by Committee Chairs

a. Communications Committee – Davlynn Racadio

- i. A letter was sent to NENA inquiring about the conference agenda. They promised to send the information in mid-November.
- ii. Text-to-988 FCC to have an open meeting for rulemaking involves the rerouting of Text-2-988 messages to the lifeline.

b. Technical Committee – Thalia Burns

i. Educational Investigative Committee – Jeffrey Riewer

Jeffrey is unable to attend. We were going to provide the committee with an estimated cost to train all dispatchers in APCO PST courses. Unfortunately, I was not able to coordinate this project, so that it will be delayed until the December board meeting.

ii. Advisory Committee- Everett Kaneshige Update on DHRD Telecommunications Reclassification Report (Act 63 2021).

1. The update has not been passed on the federal level. Both Kauai and Maui have reached out to their respective legislators to educate them on why the reclassification should take place.
2. Everett showed a 3-minute video on the nationwide shortage of 911 operators and recommended that all the counties attempt to reach out to their legislators to expedite the reclassification.
3. Each state should not wait to enact legislation within its own state.

iii. Request for approval:

1. EMS - CAD License to backup CAD data - \$23,000.

John Jakubczak motioned to approve. Tony Ramirez seconded the motion.

A voice vote was taken that resulted in a unanimous decision in favor of the motion.

2. HFD – CAD License to backup CAD data - \$23,000

Tony Ramirez motioned to approve. John Jakubczak seconded the motion. A voice vote was taken that resulted in a unanimous decision in favor of the motion.

3. HiPD - NENA Standards & Best Practices Conf.– (2) \$7,000.
John Jakubczak motioned to approve. Francis Alueta seconded the motion. Finally, a voice vote was taken that resulted in a unanimous vote in favor of the motion.
 4. MPD – Additional Funding for CAD Maintenance - \$60,743.60 (new amount \$422,344)
Francis Alueta motioned to approve. Corey Shaffer seconded the motion. A voice vote was taken, which resulted in a unanimous vote in favor of the motion.
- c. Finance Committee – Courtney Tagupa (for Kiman Wong)
- i. Report on Monthly and Y-T-D Cash Flow
The ED substituted for Kiman Wong, who could not attend. It was acknowledged that surcharge collections were on track to meet the budget, but interest earned on the Fund balance is the lowest in years and is not forecasted to increase in the few months. Current and present requests for funding are reducing the reserve amount. To remedy this situation, we need to have each PSAP return unused funding to the reserve fund for others to use. The fund bank balance has held steady at \$28.7M.
 - ii. Request for funding approval:
 1. EMS - CAD License to backup CAD data - \$23,000.
Arnold Kishi motioned to approve the funding request. John Jakubczak seconded the motion. A voice vote was taken that resulted in a unanimous vote from all Finance committee members present.
 2. HFD – CAD License to backup CAD data - \$23,000
Arnold Kishi motioned to approve the funding request. John Jakubczak seconded the motion. A voice vote was taken that resulted in a unanimous vote from all Finance committee members present.
 3. HiPD - NENA Standards & Best Practices Conf.– (2) \$7,000.
John Jakubczak motioned to approve the funding request. Arnold Kishi seconded the motion.
 4. MPD – Additional Funding for CAD Maintenance - \$60,743.60 (new amount \$422,344)
Arnold Kishi motioned to approve the funding request. Ken Bugado seconded the request for funding. A voice vote was taken that resulted in a unanimous vote from all Finance committee members present.

VII. PSAP Status Updates

- a. Kauai KPD – Stacey Perreira for E. Kalani Ke
Staffed in 19, 1 is undergoing background checks.
- b. Oahu HPD – Aaron Farias
We have PCO classes beginning on November 16. Interviews are being conducted for emergency response operator positions with 12 positions—25% vacancy rate. Retirements are anticipated, and interviews are also being conducted for supervisory positions.
- c. Oahu HFD – Shawn Kuratani
There was nothing further to report.
- d. Oahu EMS – Edward Fujioka
We lost one FT dispatcher—open enrollment and DHR provided a list for suitability to hire. One Chief is retiring.
- e. Maui MPD – Davlynn Racadio for John Jakubczak
The recorder is still being installed. Resignations from ESD and several interviews will be held to backfill the resignations.
- f. Molokai MPD –Clyde Holokai
There is nothing to report.
- g. Hawaii PD – Kenneth Bugado, Jr.

12 dispatcher vacancies. One dispatcher t resigned, 3 in the classroom, and Groundbreaking to place on the Hilo JTMC.

- h. Hawaii FD – Kazuo Todd
Introduces Vern Hara, the new battalion chief who replaced Chief Kazuo Todd. We will be creating a Captain position under the battalion chief and experiencing staffing vacancy problems that have been about 50% filled.

VIII. Items for Discussion, Consideration, and Action

- a. 911 Timeline update.
Please refer your inputs to the ED.
- b. Others - none

IX. Announcements

- a. Future Virtual Meeting dates/time (9:00 am – 12 noon):
 - i. Thursday, December 9, 2021 (Combined Meeting)
 - ii. Thursday, January 13, 2022 (Combined Meeting)
 - iii. Thursday, February 10, 2022 (Combined Meeting)
 - iv. Thursday, March 10, 2022 (Combined Meeting)
 - v. Thursday, April 14, 2022 (Combined Meeting)
 - vi. Thursday, May 12, 2021 (Combined Meeting)
- b. Future Conference Dates (**3 months of advanced approval required**):
 - i. NENA Standards & Best Practices Conference, Jan 17-20, 2022, San Diego, CA.
 - ii. E911 GTW, February 13-16, 2022, Wash.DC.
 - iii. IWCE, March 21-24, 2022, Las Vegas, NV
 - iv. Central Square, March 27-30, 2022, Orlando, FL
 - v. Navigator Conference, April 27-29, Nashville, TN
 - v. NENA Conference, June 11-16, 2022, Louisville, KY.
 - vi. APCO Conference, August 7-10, 2022, Anaheim, CA

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

There was no public comment.

XI. Adjournment.

The meeting was adjourned by Vice-Chair Clyde Holokai.