



## STATE OF HAWAII

### Communications, Technical, and Finance Meeting (Combined Meeting) Thursday, October 14, 2021 9:00 am – 12:00 pm

#### MEETING MINUTES

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

Communications Committee members absent None

Technical Committee members present Thalia Burns (HPD) Chair; John Jakubczak (MPD); Shawn Kuratani (HFD); Kenison Tejada (FirstNet); and Tony Velasco (DIT).

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

Finance Committee members present Kiman Wong (Charter) (Chair); Ken Bugado (HiPD); Edward Fujioka (EMS); Lisa Hiraoka (Consumer Advocate); Arnold Kishi (ETS);

Finance Committee members absent Clyde Holokai (MPD); and Aaron Farias (HPD).

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

Guests: Everett Kaneshige (DoD); Corey Shaffer (Verizon); Cindy Alderete (Winbourne); Julie Heimkes (Winbourne); Robert Fujitake (HiPD); Liz Gregg (AT&T); Ian Smith (HiFD); Glenn Kobashigawa (HT); Frances Alueta (HT); Kalani Ke (KPD); Kurt Lager (OSL); Patrick Leddy (LCC); Wayne Hirasaka (HT); John Holland (AT&T); Ruth Zipfel (EagleView); Ollie Galam (NG911); Eric Moller (KPD); and Mark Wong (DIT).

#### **I. Call to Order, Public Notice**

The meeting was called to order by Board Chair E. Kalani Ke at 9:00 am. Public notice was given.

#### **II. Public testimony on all agenda items**

There was no public testimony on any agenda item.

#### **III. Roll Call, Quorum**

A roll call was taken, and there was a quorum for all three committees.

#### **IV. Discussion on the Kauai PSAP transition to NG911 – E. Kalani Ke.**

There was nothing to update at this time.

#### **V. Review and approval of the July 8, 2021 meeting minutes.**

Thalia Burns motioned to approve the minutes. Tony Ramirez seconded the motion.

A voice vote was taken, and a unanimous decision approved the motion by all committee members present.

**Review and approve the September 9 meeting minutes.**

Thalia Burns motioned to approve. Lisa Hiraoka seconded the motion.

A roll call was taken, and the motion was approved unanimously by all committee members present.

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

**1. Agenda**

**a. ESInet Cost Discussion**

ITEM	ANNUAL RECURRING	non-Recurring	Notes
<b>Solution Provider A</b>	\$ 2,675,940	\$ 3,361,000	5-year period. MRCs on CHE annual costs commences on Year 2
ESInet	676,224	373,000	
NGCS	1,582,680	1,535,000	
Hosted CPE	417,036	1,453,000	
ITEM	ANNUAL RECURRING	non-Recurring	Notes
<b>Solution Provider B (Offer 1)</b>	\$ 3,085,468		Hosted in established 6 cores on mainland. 20% margin for ROM 5 years
30 Position PSAP	323,687		Call Handling as a Service
8 Position PSAP	107,342		Call Handling as a Service
3 Position PSAP	51,596		Call Handling as a Service
<b>Solution Provider B (Offer 2)</b>	\$ 6,021,420		One core in the state, other core one of 6 established. 20% margin for ROM 5 years
30 Position PSAP	366,172		Call Handling as a Service
8 Position PSAP	124,022		Call Handling as a Service
3 Position PSAP	68,276		Call Handling as a Service
ITEM	ANNUAL RECURRING	non-Recurring	Notes
<b>Solution Provider C</b>			5-year period. Based on population of 1455271 for Hawaii
<b>NGCS &amp; Carrier Integration</b>	\$ 1,920,958	\$ 150,000	
6 Position PSAP	46,560	56,000	
30 Position PSAP w/ACD	178,920	194,000	

**b. Review Decision Document**

Winbourne will be reaching out to each County after this meeting to schedule meetings with the Decision Makers to discuss the following			
Category	Decision Needed	Notes	Timeline
	NG 911 Solutions Provider Strategy	Do Counties want to implement one NG 911 solution, or will each county make a separate decision and potentially have different ESInet providers?	Obtain decision from each county during Decision Maker's Meeting
	State-wide solution, or does each County want to select their own solution		
Strategy	CPE Upgrade or Replacement Strategy	Do the Counties want to implement one NG CPE solution, or will each county make a separate decision and potentially have different NG CPE providers?	Obtain decision from each county during Decision Maker's Meeting
	The existing Intrado CPE infrastructure is not NENA compliant and will have to be upgraded or replaced		
	State-wide solution, or does each County want to select their own solution?		
Category	Decision Needed	Notes	Timeline
	NG 911 Solutions Vendor Procurement	Will each County procure the NG911 Vendor separately, or use the Kauai cooperative procurement process?	Obtain decision from each county during Decision Maker's Meeting
	Separate County procurements or utilize a cooperative procurement process?		
Procurement	CPE Procurement Strategy	Will each County procure the CPE Vendor separately or use a cooperative procurement process?	Obtain decision from each county during Decision Maker's Meeting
		An alternative is to potentially utilize HT's current authority to provide CPE services.	
Category	Decision Needed	Notes	Timeline
	NG 911 Administration Organizational Alignment	The counties have made it clear they do not want a State employee running this position	Discuss with each county during Decision maker's Meeting.
	Clarify with each County their choice regarding the need for an organizational resource to provide NG911 Technical support and interoperability coordination.		
NG911 Administration and Support	Options include the resource could be hired directly by the Board, or directly by the PSAP(s).		
	High Level Job Description:		
	1. Acts as a technical and project liaison amongst counties. Board and vendor.		
	2. Provide Tier Zero support to the PSAPs.		
	3. Acts as a clearinghouse for any system change request from the Counties.		

### c. Legislative Discussion

1. **Goal-** Develop messaging for the legislative Education Sessions.
2. **Logistics** – Reactivate the Legislative Committee to develop the message to the legislators.
3. **Potential Legislative Committee Discussion Topics**
  - i. What is **Next Generation 911**?
  - ii. The need to **maintain 911 Funding levels**; and
  - iii. Potential changes to current legislation, for example:
    - Apply 911 fees to **all devices** capable of connection and transmission of 911 requests for emergency assistance.
    - Enable the Hawaii 911 board to be a technical, administrative resource for overall **system interoperability** amongst the local jurisdictions while maintaining decision authority at the local level.
    - Consider **exemption of IP multimedia** associated with 911 requests from open records requests.
- d. **Next Steps**
  1. **October to December** – Prepare for legislative Meetings – Meet with Board Legislative Committee to coordinate attendance, logistics, and presentation to State Legislators.
  2. **October-** Winbourne will reach out to each County to set up an online meeting with the County decision-makers to determine a path forward for implementing the ESInet, and messaging for the Legislative meetings.
  3. **November** – Based on the Decisions made by the Counties, **finalize and present** Deliverable 6 to the Board in November.
  4. **January to February** – Meet with State Legislators.
- e. **November 2021-911 Technical Committee Meeting Agenda.**
  1. Status Report on Legislative items.
  2. Summary of Decision Makers Meetings
  3. Deliverable 6 Overview – ESInet Implementation Plan.

## VII. Committee Updates by Committee Chairs

- a. Communications Committee – Davlynn Racadio  
Committee Chair Racadio discussed increasing the membership in the 911 Caucus with the Hawaii Congressional team.  
911 Saves Act is still pending.
- b. Technical Committee – Thalia Burns
  1. Educational Investigative Committee – Jeffrey Riewer
  2. ICTE Investigative Committee- Everett Kaneshige  
The ICTE Investigative Committee will be dissolved. The formal ICTE members will transition to the Advisory Committee to work with DHRD regarding the position reclassification of the telecommunicators.

Technical Committee Chair requested a motion to amend the agenda to include establishing an Advisory Committee. Tony Ramirez motioned to approve. John

Jakubczak seconded the motion. A roll call vote was taken, and the motion was unanimously approved by all Technical Committee members present.

According to Stella Kam, the ICTE should be dissolved. There is no procedure to establish the AC as long as there are no more than two board members on the AC.

Everett Kaneshige requested that the AC be on the agenda each month to provide updates to the board on their progress. However, it was noted that the AC provides input to the board and does not represent the board unless the board appoints an AC member to represent them.

Chair Thalia Burns declared the ICTE committee is dissolved, and the Advisory Committee is established.

3. Request for approval:
  - i. EMS – Central Square CAD License - \$51,000  
The CAD License intent was for the migration to JTMC.

Chair Burns requested a motion to amend the agenda to increase the CAD License amount to \$51,240. John Jakubczak motioned to approve the amendment. Tony Ramirez seconded the motion. A voice vote was taken, and the vote was unanimous by the Technical Committee members present.

Chair Burns requested a motion to approve funding for the CAD License for \$51,240. John Jakubczak motioned to approve. Kenison Tejada seconded the motion. A voice vote was taken, and the motion was approved unanimously by the Technical Committee members present.

- c. Finance Committee – Kiman Wong
  1. Report on Monthly and Y-T-D Cash Flow  
Chair Kiman Wong provided a recap of the monthly and year-to-date cash flow of the E911 Fund.
  2. Request for Funding:
    - i. EMS – Central Square CAD License - \$51,000.  
Chair Kiman Wong motioned to amend the CAD License amount to \$51,240. Arnold Kishi motioned to approve. Lisa Hiraoka seconded the motion. A roll call vote was taken, and the vote was unanimous by all Finance Committee members present.

Chair Kiman Wong motioned to approve the funding for \$51,240. Lisa Hiraoka motioned to approve funding in the amount of \$51,240. Arnold Kishi seconded the motion. A voice vote was taken, and the motion was unanimously approved by all Finance Committee members present.

## VIII. PSAP Status Updates

- a. Kauai KPD – Stacey Perreira for E. Kalani Ke  
Two candidates are in background checks—completed installation of the powerphone software.
- b. Oahu HPD – Aaron Farias

- No updates.
- c. Oahu HFD – Shawn Kuratani  
HFD lost four personnel, but transfers and promotions will fill the vacancies.
  - d. Oahu EMS – Edward Fujioka  
There is nothing to add today.
  - e. Maui MPD – Davlynn Racadio for John Jakubczak  
Maui lost one dispatcher. She was still awaiting candidates for the next training session.  
MPD is working on installing a new recorder. Maui continues to support Molokai operations due to its staffing shortage.
  - f. Molokai MPD –Clyde Holokai  
nothing to report
  - g. Hawaii PD – Kenneth Bugado, Jr.  
Three trainees advanced to call taking. HiPD started another class with four new dispatchers. The Joint Communications Center in Hilo has broken ground.
  - h. Hawaii FD – Ian Smith  
Nothing further to report.

## **IX. Items for Discussion, Consideration, and Action**

- a. 911 Timeline update.  
Would you please continue to provide Courtney with your updates?
- b. Others - none

## **X. Announcements**

- a. Future Virtual Meeting dates/time (9:00 am – 12 noon):
  - i. Wednesday, November 10, 2021 (Combined Meeting)
  - ii. Thursday, December 9, 2021 (Combined Meeting)
  - iii. Thursday, January 13, 2022 (Combined Meeting)
  - iv. Thursday, February 10, 2022 (Combined Meeting)
  - v. Thursday, March 10, 2022 (Combined Meeting)
  - vi. Thursday, April 14, 2022 (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. NENA Conference, June 11-16, 2022, Louisville, KY
- c. Others

## **XI. Open Forum: Public comment on issues not on the agenda for the Committee meeting agenda at the next meeting.**

**No comment on issues not on the agenda.**

## **XII. Adjournment.**

John Jakubczak motioned to adjourn. Tony Ramirez seconded the motion. Chair Kalani Ke adjourned the meeting.