



STATE OF HAWAII

**Communications, Technical, and Finance Meeting
(Combined Meeting)
Virtual Meeting-Microsoft Teams
Call in: 808-829-4853; Phone Conf. ID: 263139279#
Thursday, May 13, 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 Velasco (DIT); Jeffrey Riewer (AT&T); Shawn Kuratani (HFD); Tony Ramirez (Akimeka); and Kenison Tejada (FirstNet & APCO/NENA Pacific Chapter).

Technical Committee members were absent. David Miyasaki (KPD)

Finance Committee members present Lisa Hiraoka (DCCA); Arnold Kishi (ETS); Ken Bugado (HiPD); Edward Fujioka (ESD); and Aaron Farias (HPD).

Finance Committee members absent Kiman Wong (Charter); and Edward Fujioka (EMS).

Staff members present Courtney Tagupa (E911).

Guests Everett Kaneshige (DoD); Stacey Perreira (KPD); Rob Fujitake (HiPD); Corey Shaffer (Verizon); Cindy Alderete (Winbourne); Geoffrey Shon (EMS); Julie Heimkes (Winbourne); Liz Gregg (AT&T); Andrew Reece (Winbourne); Patrick Leddy (LCC); Ah Lan Leong (HPD); Kazuo Todd (HiFD); Kurt Lager (OSL); Ian Smith (HiFD); and Mark Wong (DIT).

I. Call to Order, Public Notice

The Joint Committee meeting was called to order by E. Kalani Ke, Chair, at 9:00 am. The meeting notice was posted as required.

II. Public testimony on all agenda items

No one came forward to testify.

III. Roll Call, Quorum

The Chair requested a roll call, and a quorum was present by all three committees.

IV. Review and approval prior meeting minutes.

Ken Bugado motioned to approve the meeting minutes of the last meeting. Jeffrey Riewer seconded the motion. There was a roll call vote taken, and the vote was unanimous by the committee members present.

V. Update on Kauai Transition to NG911 meeting – Kalani Ke.

Kalani Ke was able to meet with the KPD IT coordinator to go over the first steps and provide feedback to the county IT. As a result, we should have more information to report next month.

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

1. Agenda

i. Schedule on-site PSAP visits.

Monday, May 24	Molokai PSAP
Tuesday, May 25	Maui PSAP
Wednesday, May 26	Honolulu PSAP
Thursday, May 27	Hawaii PSAP
Friday, May 28	Kauai PSAP

ii. The proposed PSAP Site Visited Agenda was presented.

iii. Deliverable 5

1. Examine the use of existing commercial and or communications infrastructure.
2. Evaluate hosted versus on-premise services.
3. Data gathering to determine the optimal design.
4. Applications beyond 9-1-1
5. Redundancy & Diversity
6. NENA i3 compliance
7. CPE Solutions & Integration

iv. Deliverable 6

1. Meeting state & federal standards.
2. Cost analysis.
3. The final recommendation for hosted or on-premise services.
4. Logical & achievable timeline.

VII. Committee Updates by Committee Chairs

a. Communications Committee – Davlynn Racadio

Stacey Perreira an update of HB 73 which has changed, and HR is responsible for reporting their recommendations to the Governor. Rep. Nakamura recommended that testimony in support of HB 73 be sent to the Governor. Stacey has provided information regarding how to submit your testimony.

b. Technical Committee – Thalia Burns

i. Educational Investigative Committee – Jeffrey Riewer

The ED reported that the training would start on May 26, 2021. APCO will cater to a Hawaii-only class. The class will not require students to attend at the same time.

ii. ICTE Investigative Committee- Everett Kaneshige

The APCO Nexus conference will begin on May 26-27, 2021. The meeting will be conducted with a schedule of different disaster scenarios that will be discussed based on NG911.

iii. Request approval for:

1. FY 2021 APCO Certification Program – Total headcount 14; O/T costs \$32,594 ; Fees \$5,306; Total Cost \$37,900.

- Jeffrey Riewer motioned to approve. Kennision Tejada seconded the motion. A roll call vote was taken that resulted in a unanimous vote to approve the motion.
2. EMS-for Navigator Conference, July 13-15, 2021, Las Vegas - \$11,150 (includes a fee for classes).
John Jakubczak motioned to amend the amount of the conference to \$4,000. Tony Ramirez seconded the motion. A roll call vote of the Technical Committee was taken, resulting in a unanimous vote in favor of the amendment.
John Jakubczak subsequently motioned to approve the amended request. Jeffrey Riewer seconded the motion. A roll call vote of the Technical Committee was taken, resulting in a unanimous vote in favor of the motion.
 3. MPD- Taxes on purchase of recorder system -\$53,707.03
This matter was deferred until next month.
 4. A request by HiFD for APCO CTO training was deferred until next month.
- c. Finance Committee – Kiman Wong
- i. Report on Monthly and Y-T-D Cash Flow
The ED provided an update of the monthly cash flow in Kiman Wong’s absence.
 - ii. Appointment of Clyde Holokai to the Finance Committee.
John Jakubczak motioned to approve Clyde Holokai to the Finance Committee based on the recommendation of Finance Committee Chair, Kiman Wong who was excused from the meeting.
 - iii. Request funding approval for:
 1. FY 2021 APCO Certification Program – Total headcount 14; O/T costs \$32,594 ; Fees \$5,306; Total Cost \$37,900.
Lisa Hiraoka motioned to approve the funding request. Arnold Kishi seconded the motion. A roll call vote of the Finance Committee was taken, resulting in a unanimous vote by all the Finance Committee members in favor of the motion.
 2. EMS-for Navigator Conference, July 13-15, 2021, Las Vegas - \$4,000 (includes a fee for classes)
Lisa Hiraoka motioned to approve. Arnold Kishi seconded the motion. A roll vote was taken and it was unanimous by all Finance Committee members present.
 3. MPD- Taxes on purchase of OCR system-\$53,707.03.
This matter has been differed until next month.
 4. A request for funding by HiFD for APCO CTO training was deferred until next month.

VIII. PSAP Status Updates

- a. Kauai KPD – Stacey Perreira for E. Kalani Ke
Staffing: two openings. Current trainee is advancing her training to the console.
- b. Oahu HPD – Aaron Farias
Vacancies: 3 for 911 emergency response operators. Police communications officers applicants going through continuous recruitment but still 23 vacancies exist.
- c. Oahu HFD – Shawn Kuratani.
1 transfer will fill an existing vacancy due to a promotion.
- d. Oahu EMS – Edward Fujioka
4 new relievers complete CAD training; are now in Radio Training, and then Call taking training for 6 month to 2 years.
- e. Maui/Molokai MPD – Davlynn Racadio for John Jakubczak
List of potential applicants is being reviewed. Molokai still experiencing staffing shortage. Maui continues to keep a healthy staff in the midst of COVID-19.
- f. Hawaii PD – Kenneth Bugado, Jr.

HiPD added an additional viper increasing operational vipers to 9. Of our class of 8, we loss 2 and we are now down to 6. We now have 19 applicants.

- g. Hawaii FD – Kazuo Todd.
One dispatcher finished her 9 month training with promise of an early end to her overall training. Shortages still exist in dispatch.

IX. Items for Discussion, Consideration, and Action

- a. 911 Timeline update.
Please continue to send your timelines to the ED.
- b. Others – none.

X. Announcements

- a. Future Virtual Meeting dates/time (9:00 am – 12 noon):
 - i. Thursday, June 10, 2021 (Combined Meetings)
 - ii. Thursday, July 8, 2021 (Combined Meetings)
 - iii. Thursday, August 12, 2021 (Combined Meeting)
 - iv. Thursday, September 9, 2021 (Combined Meeting)
 - v. Thursday, October 14, 2021 (Combined Meeting)
 - vi. Wednesday, November 10, 2021 (Combined Meeting)
- b. Future Conference Dates (**3 months of advanced approval required**):
 - i. Navigator Conference, July 13-15, 2021, Las Vegas, NV
 - ii. Hexagon Conference, June 15-18, 2021, Las Vegas, NV (**Postponed until June 2022**)
 - iii. NENA Conference, July 24-July 29, 2021, Columbus, OH.
 - iv. APCO 2021, August 15-18, San Antonio, TX.
 - v. Deccan Conference, September 7-10, 2021, San Diego, CA.
- c. Others- none

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

No one came forward to testify.

XII. Adjournment.

John Jakubczak motioned to adjourn. Lisa Hiraoka seconded the motion. With no objections, the meeting was adjourned.