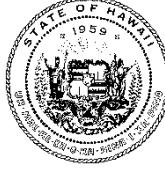


DAVID Y. IGE
GOVERNOR



CURT T. OTAGURO
Comptroller

AUDREY HIDANO
Deputy Comptroller

STATE OF HAWAII

Enhanced 911 Board Meeting Virtual Meeting – Microsoft Teams Thursday, November 12, 2020 9:00 am – 12 noon

Minutes

Board members present Kenneth Bugado, Jr. (HiPD) Vice-Chair; Thalia Burns (HPD); Lisa Hiraoka (Consumer Advocate Designee); John Jakubczak (MPD); Arnold Kishi (CIO Designee), Francis Alueta (HawTel), Corey Shaffer (Verizon), Mark Wong (DIT); Nani Blake (T-Mobile); Jeffrey Riewer (AT&T) and Kiman Wong (Charter).

Board members absent Dean Rickard (MPD-Molokai); E. Kalani Ke (KPD).

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

Guests Aaron Farias (HPD); David Miyasaki (KPD); Liz Gregg (AT&T); Wayne Hirasa (Alakaina); Clyde Holokai (MPD); Todd Inoshita (Charter); Melvin Kaku (); Glenn Kobashigawa (HT); Ah Lan Leong (HPD); David Miyasaki (KPD); Davlynn Racadio (MPD); Tony Ramirez (Akimeka); Lavina Taovao (KPD); Everett Kaneshige (DoD); Shawn Kuratani (HFD); Robert Fujitake (HiPD); Tony Velasco (DIT); Stacey Perreira (KPD); Kazuo Todd (HiFD); Henrietta Helms (MPD Molokai); Tony Ramirez (Akimeka); Edward Fujioka (EMS); Kenison Tejada (FirstNet); and Reid Yoshida (HFD).

I. Call to Order, Public Notice

- a. The meeting was called to order by Vice-Chair Bugado.
- b. Public notice was issued.
- c. A roll call was taken, and a quorum was established for the Board.

II. Public testimony on all agenda items

- a. Vice-Chair Bugado asked if anyone wishes to provide testimony on any agenda item, to come forward. No one came forward.

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

Vice-Chair Bugado called for any additions or corrections to the prior meeting minutes, but none was acknowledged. There was a motion to approve the minutes. And it was seconded by the committee members present.

IV. Committee Updates by Committee Chairs

- a. Communications Committee – Davlynn Racadio
 - i. Stir/ Shaken Survey Questions– Davlynn acknowledged her appreciation for Everett's assistance in this matter, along with the individuals who responded to the survey questions in a timely manner.

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If you require an auxiliary aid or accommodation due to a disability, please contact 808-391-7971 (voice/tty) or email at Courtney.Tagupa@hawaii.gov.

- ii. Real-Time Texting- We should be preparing for this new technology to assist the deaf and hearing-impaired communities. Real-Time Texting should be online by June of 2021. We should be forming an investigative committee in anticipation of this new technology.
- b. Technical Committee – Thalia Burns
The Chair had nothing to add.
 - i. Educational Investigative Committee update – Jeffrey Riewer
There was nothing to add.
 - ii. Investigative Committee- Everett Kaneshige
Davlynn's comments can be discussed at the next Investigative Committee meeting.
- c. Finance Committee – Kiman Wong
The Chair had nothing to add.
 - i. Review of monthly and Y-T-D Cash Flow.

V. **PSAP Status Updates**

- a. Kauai PSAP – Stacy Perreira
There was nothing further to add.
- b. Oahu HPD – Aaron Farias
There was nothing further to add.
- c. Oahu HFD – Reid Yoshida
There was nothing further to add.
- d. Oahu EMS – Edward Fujioka
There was nothing further to add.
- e. Molokai PSAP– Henrietta Helms
Nothing further to add.
- f. MauiPSAP – Davlynn Racadio
Nothing further to add
- g. Hawaii PD – Kenneth Bugado, Jr.
Nothing further to add.
- h. Hawaii FD – Kazuo Todd
Nothing further to add.

VI. **Executive Director's Report**

- a. Discussion on meeting with Comptroller (October 14, 2020).
 - i. Curt Otaguro, Mark Wong, Kiman Wong, Ron Shiigi, and Courtney Tagupa were in attendance.
 - ii. The meeting was intended to restructure the accounting operations of the E911 Board resulting from the loss of the Administrative Services Assistant (ASA) due to a hiring freeze and other anticipated downsizing resulting from the state budget crisis.
 - iii. The following recommendations were discussed:
 - 1. Hire a consultant as permitted by §138-5, HRS to absorb the ASA's responsibilities or consider requesting that the hiring freeze be lifted for the Board.
 - 2. Have the current accounting system transition to DAGS in concert with the implementation of the new accounting system.
 - 3. Have a third-party CPA firm take over the accounting operations.
 - 4. Although the statute does not dictate whether cash or accrual accounting should be used, accrual accounting is required for reporting purposes.

5. To expedite the audit process, the telecommunications service providers should provide forecasts of their surcharge fee revenue collections.
6. The Board will further evaluate these recommendations.

VII. **Items for Discussion, Consideration, and Action**

- a. 911 Timeline update
The Board Vice-Chair has requested that all timeline updates be submitted to the Executive Director.
- b. FirstNet update -Kenison Tejada.
Kenison will be inviting those who wish to attend the National Audience Webinar Scheduled for December 10, 2020. Kenison will provide an update on the date and time as soon as possible.
- c. Request funding for Mapflex upgrade for HiFD - \$3,141.30
John Jakubczak motioned to approve, and Thalia Burns seconded it. The motion was approved by all board members present.
- d. Request funding for installation costs for the new console furniture at HiPD - \$15,200.
John Jakubczak motioned to approve, and Mark Wong seconded it. The motion was approved by all board members present.

VIII. **Announcements**

- a. Future Virtual meeting dates (9 am – 12:00 pm).
 - i. Thursday, December 10, 2020 (Combined meetings)
 - ii. Thursday, November 12, 2020 (Combined meetings)
 - iii. Thursday, December 10, 2020 (Combined meetings)
 - iv. Thursday, January 14, 2021 (Combined meetings)
 - v. Thursday, February 11, 2021 (Combined meetings)
 - vi. Thursday, March 12, 2021 (Combined meetings).
 - vii. Thursday, April 8, 2021 (Combined meetings).
 - viii. Thursday, May 13, 2021 (Combined meetings)
- b. **Future Conference Dates (3 months of advanced approval required):**
 - i. 911 Goes to Washington has been canceled.
- c. **Others**

IX. **Open Forum: Public comment on issues not on the agenda for consideration for the next meeting's board agenda.**

No one came forward.

X. **Adjournment.**

There was a motion to adjourn the meeting. There was a motion to adjourn by John Jakubczak and seconded by Francis Alueta. The meeting was, therefore adjourned.