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| DAVID Y. IGE GOVERNOR | **A picture containing logo  Description automatically generated** | CURT T. OTAGURO COMPTROLLER  **AUDREY HIDANO**  DEPUTY COMPTROLLER |
|  | **STATE OF HAWAII**  **Enhanced 911 Board Meeting**  **Thursday, September 8, 2022**  **9:00 am – 12:00 pm** |  |

**MEETING MINUTES**

**Board Members Present:** Thalia Burns (HPD), Francis Alueta (HT), Stephen Courtney (C&C of Honolulu), Liz Gregg (ATT), Lisa Hiraoka (Consumer Advocate Designee), Todd Omura (CIO Designee), Rebecca Lieberman (Charter), Corey Shaffer (Verizon)

**Board Members Not Present:** Nani Blake (T-Mobile), Kenneth Bugado (HIPD), E. Kalani Ke (KPD), Gregg Okamoto (MPD), Keola Tom (MPD)

**Staff:** Courtney Tagupa (E911), Royce Murakami (E911), Stella Kam (AG)

**Guests:** Frannie Chung (EMS), Diana Chun (EMS), Stacy Domingo (EMS), Aaron Farias (HIPD), Edward Fujioka (EMS), Robert Fujitake (HIPD), Vern Hara (HIFD), Shon Geoffrey (EMS), Alex Hacker (Eagle View), Glenn Kobashigawa (HT), Kurt Lager (OSL), Patrick Leddy (LCC), Lorrin Okumura (EMS), Davlynn Racadio (MPD), Tony Ramirez (Akimeka), Shawn Kuratani (HFD), Lavina Taovao (KPD) Valerie Taylor (Intrado), Kenison Tejada (First Net), Tony Velasco (DIT), Ruth Zipfel (Eagle View), Sherryan Murphy (EMS)

1. Call to Order, Public Notice

**The meeting was called to order by the Chair. Public notice was given.**

1. Public Testimony Will Be Taken on All Agenda Items as Those Items Occur During the Meeting
2. Roll Call, Quorum

**A roll call was taken, a quorum was present for the Board Meeting.**

1. Review and Approval of August’s Meeting Minutes

**Corey Shaffer motioned to approve the August 2022 Meeting Minutes. Lisa Hiraoka seconded the motion. A voice vote was taken, and the motion was approved unanimously.**

1. Committee Updates by Committee Chairs
   1. Communications Committee – Davlynn Racadio
      1. Problem that occurred on August 23, 2022, with island wide outage.
      2. HTEL update on switching issue with the backup phones that occurred on July 18, 2022

**Refer to Joint Committee Minutes.**

* 1. Technical Committee – Shawn Kuratani
     1. DEMO of “PREPARED” that integrates with RAPIDSOS. Brings E911 video into the call center (Free service including video storage)
     2. Adjustment to reimbursement request for ARCserver: HFD requested 2,600. Actual quote came in over at $2,879.58. ArcServers allow the CAD data to be synced with Backup CAD.
     3. Discussion on Transition to NG 911 to include Next Steps and RFP
        1. Update for Technical Subcommittee for consult to draft RFP

**Refer to Joint Committee Minutes.**

* 1. Educational Investigative Committee – TBD

**Refer to Joint Committee Minutes.**

* 1. Advisory Committee – Everett Kaneshige (Davlynn Racadio)
     1. 911 Telecommunicator Reclassification Update
     2. 911 Information PowerPoint

**Refer to Joint Committee Minutes.**

* 1. Finance Committee – Lisa Hiraoka
     1. Review of Monthly Y-T-D Cash Flow
     2. Discussion to raise the E911 Legislative Spending Ceiling for FY 2024 & 2025

**Refer to Joint Committee Minutes.**

1. PSAP Status Updates on Recruitment and other Personnel Issues
   1. Kauai KPD – Stacy Perreira

**Stacy Perreira is not present no further updates. Please refer to Joint Committee Minutes.**

* 1. Oahu PD – Aaron Farias

**Nathan Wharton stated that there are no further updates. Please refer to Joint Committee Minutes.**

* 1. Oahu HFD – Shawn Kuratani

**Shawn Kuratani stated that there are no further updates. Please refer to Joint Committee Minutes.**

* 1. Oahu EMS – Lorrin Okumura, Diana Chun, Frannie Chung

**Lorrin Okumura stated that there are no further updates. Please refer to Joint Committee Minutes.**

* 1. Maui PD – Davlynn Racadio

**Davlynn Racadio stated that there are no further updates. Please refer to Joint Committee Minutes.**

* 1. Molokai PD – Davlynn Racadio

**Davlynn Racadio stated that there are no further updates. Please refer to Joint Committee Minutes.**

* 1. Hawaii PD – Robert Fujitake

**Robert Fujitake stated that there are no further updates. Please refer to Joint Committee Minutes.**

* 1. Hawaii FD – Vern Hara

**Stacy Domingo on behalf of Vern Hara stated that there are no further updates. Please refer to Joint Committee Minutes.**

1. Items for Discussion, Consideration, and Action
   1. 911 Timeline Update
   2. Others
      1. **Thalia Burns asked for a motion to amend the agenda to include HFD’s request to increase their reimbursement request for their ARCServer from $2600 to $2879.58. Lisa Hiraoka motioned to amend the agenda. Rebecca Lieberman seconded the motion. A voice vote was taken, and the motion was unanimously approved.**

**Lisa Hiraoka motioned to approve HFD’s request to increase their reimbursement request for their ARCServer from $2600 to $2879.58. Francis Alueta seconded the motion. A voice vote was taken, and the motion was approved unanimously.**

* + 1. **Thalia Burns asked for a motion to amend the agenda and approve raising the legislative spending ceiling for FY 2024-2025 to $11,000,000. Francis Alueta motioned to amend the agenda. Lisa Hiraoka seconded the motion. A voice vote was taken, and the motion was unanimously approved.**

1. Executive Director’s Report
   1. Review and Approval of Winbourne’ s Deliverable 7 for $45,728

**Executive Director stated the issue regarding Winbourne meeting all their contractual requirements and submitting a summary has been resolved. He stated that Edward Fujioka was satisfied on what was received from Winbourne regarding Deliverable 7. Edward Fujioka responded stating that the Executive Director’s statement is correct. Thalia Burns asked for a motion to approve the payment to Winbourne for $45,728 for Deliverable 7. No motion was made, and approval of this request will be moved to next month’s meeting on October 13, 2022. Thalia Burns stated that if there are any comments/concerns to email her and Lisa Hiraoka.**

1. Announcements
   1. Future Virtual Meeting Dates/Times (9:00AM-12:00PM)
      1. Thursday, October 13, 2022 (Combined Meeting)
      2. Thursday, November 10, 2022 (Combined Meeting)
      3. Thursday, December 8, 2022 (Combined Meeting)
   2. Future Conference Dates (3 Months of Advanced Approval Required)
      1. 911 GTW Conference, February 26-March 1, 2023, Arlington, VA
      2. Pictometry/EagleView, April 24-27th, San Antonio, TX
   3. Others
      1. Stephen Douglass HT Engineer Retiring October 3, 2022

**Francis Alueta stated that Stephen Douglas will be retiring on October 3, 2022. He stated that Stephen has worked with Hawaiian Telcom for over 20 years and has been a very valuable asset to the 911 system. Furthermore, mentioned that Efren Pacol would be replacing Stephen Douglas. He added that many are familiar with him and is a very capable engineer that is well versed in voice and IP.**

1. Open Forum: Public comment on issues not on the Committee Meeting Agenda

**There was no public comment on issues on the agenda.**

1. Executive Session
   1. Discussion on Personnel Matters
2. Adjournment

**Francis Alueta motioned to adjourn the meeting. Corey Shaffer seconded the motion. A voice vote was taken, and the adjournment was unanimously approved. The meeting was adjourned.**