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| JOSH GREEN, M.D.GOVERNORKe Kiaʻāina | **A picture containing logo  Description automatically generated** | KEITH A. REGANCOMPTROLLERKa Luna Hoʻomalu Hana Laulā**MEOH-LENG SILLIMAN**DEPUTY COMPTROLLERKa Hope Luna Hoʻomalu Hana Laulā |
|  | **STATE OF HAWAIʻI | KA Mokuʻāina o Hawaiʻi****DEPARTMENT OF ACCOUNTING AND GENERAL SERVICES | KA ʻOihana LOIHELU A LAWELAWE Laulā**P.O. BOX 119, HONOLULU, HAWAII 96810-0119**Enhanced 911 Board Meeting****Thursday, December 14, 2023****9:00 am – 12:00 pm** |  |

**MEETING MINUTES**

**Board Members Present:** E. Kalani Ke. (KPD), Stephen Courtney (C&C of Honolulu), Corey Shaffer (Verizon), Matthew Kurihara (HPD), Keola Tom (MPD), Rebecca Lieberman (Charter), Liz Gregg (ATT), Todd Omura (CIO Designee), Nani Blake (T-Mobile), Reed Mahuna (HIPD), Gregg Okamoto (MPD)

**Board Members Not Present:** Francis Alueta (HT), Ji Sook Kim (Consumer Advocate Designee), Keola Tom (MPD)

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

**Guests:** Thalia Burns (HPD), Frannie Chung (EMS), Stacy Domingo (HIFD), Robert Fujitake (HIPD), Everett Kaneshige (DOD), Glenn Kobashigawa (HT), Shawn Kuratani (HFD), Ah Lan Leong (HPD), Lorrin Okumura (EMS) Ariel Ramos (KPD), Davlynn Racadio (MPD), Tony Ramirez (VSE), Tony Velasco (DIT)

1. Call to Order, Public Notice

**The meeting was called to order by the Board 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, quorum was present for the Board.**

1. Review and Approval of November’s Meeting Minutes

**Board Chair requested a motion to approve July’s Meeting Minutes. Stephen Courtney motioned to approve October’s Meeting Minutes. Rebecca Lieberman seconded the motion. A voice vote was taken, motion was unanimously approved.**

1. Committee Updates by Committee Chairs
	1. Communications Committee – Davlynn Racadio
		1. 9-1-1 Goes to Washington February 25-28, 2024.
			1. Preparation & Personnel Attending
			2. Maui Police Department Requesting $4,500 for One Personnel 9-1-1 Goes to Washington February 25-28, 2024.

**Davlynn Racadio stated no further updates.**

* 1. Technical Committee – Shawn Kuratani
		1. Hawaiian Telcom Meeting – November 29, 2023
		2. Intrado Laptop Solution
		3. PSAP “Tariff Positions”
			1. Advisory Committee – Everett Kaneshige
				1. December 11, 2023, Meeting Update
		4. Maui Police Department Requesting $4,500 for Additional Personnel to Attend 9-1-1 Goes to Washington February 25-28, 2024.

**Shawn Kuratani stated no further updates.**

* 1. Finance Committee – Edward Fujioka
		1. New Finance Committee Members
			1. Liz Gregg
			2. Matthew Kurihara
		2. Review of Monthly Y-T-D (Year to Date) Cash Flow
		3. Maui Police Department Requesting $4,500 for One Personnel 9-1-1 Goes to Washington February 25-28, 2024.

**Executive Director stated no further updates.**

1. Public Service Answering Point Status Updates on Recruitment and other Personnel Issues
	1. Kauai Police Department – Ariel Ramos
		1. Update on Recruitment Process/Strategies and Personnel Training

**Ariel Ramos stated no further updates.**

* + 1. Update on Personnel Issues and Vacancies

**Ariel Ramos stated that they have several dispatchers who still work within the department and have agreed to assist when dispatch is shorthanded. Board Chair also wanted to add that they are currently at 50% vacancy by the end of this year.**

* 1. Oahu Police Department – Matthew Kurihara
		1. Update on Recruitment Process/Strategies and Personnel Training
		2. Update on Personnel Issues and Vacancies

**Matthew Kurihara stated no further updates.**

* 1. Oahu Fire Department – Shawn Kuratani
		1. Update on Recruitment Process/Strategies and Personnel Training
		2. Update on Personnel Issues and Vacancies

**Shawn Kuratani stated no further updates.**

* 1. Oahu Emergency Medical Services – Lorrin Okumura, Diana Chun, Frannie Chung
		1. Update on Recruitment Process/Strategies and Personnel Training
		2. Update on Personnel Issues and Vacancies

**Lorrin Okumura stated no further updates.**

* 1. Maui Police Department – Davlynn Racadio
		1. Update on Recruitment Process/Strategies and Personnel Training
		2. Update on Personnel Issues and Vacancies

**Davlynn Racadio stated no further updates.**

* 1. Molokai Police Department – Davlynn Racadio
		1. Update on Recruitment Process/Strategies and Personnel Training
		2. Update on Personnel Issues and Vacancies

**Davlynn Racadio stated no further updates.**

* 1. Hawaii Police Department – Robert Fujitake
		1. Update on Recruitment Process/Strategies and Personnel Training
		2. Update on Personnel Issues and Vacancies

**Robert Fujitake stated no further updates.**

* 1. Hawaii Fire Department – Stacy Domingo
		1. Update on Recruitment Process/Strategies and Personnel Training
		2. Update on Personnel Issues and Vacancies

**Stacy Domingo stated no further updates.**

1. Executive Director’s Report
	1. First Hawaiian Bank Account Closed

**Executive Director stated that the First Hawaiian Bank Account was officially closed on November 27, 2023. All closing funds were deposited into the Central Pacific Bank account completing the transition.**

* 1. iBusiness Central Account Setup at Central Pacific Bank

**Executive Director stated that he recently sent out documents for the agencies to fill out the ACH Deposit setup and is waiting to hear back from some of the agencies if the forms are acceptable by their finance department. He added that he understands that there were some concerns with the verbiage in the agreement and apologies for any confusion caused during the process.**

* 1. Executive Director Requesting $650 to Purchase Work Cellphone & Service

**Executive Director stated that he would like to request Board approval for $650 to purchase a work cellphone and service. He added that he completed the selection using SPO’s Price List and has selected AT&T as the vendor.**

1. Items for Discussion, Consideration, and Action
	1. 911 Timeline Update (VSE)
		1. Status Report on All Counties
	2. Strategic Budget Plan Fiscal Year 2025-2029 Preparation
		1. Excel Sheets to be Distributed.

**Board Chair stated that he would like to start the discussion for the Strategic Budget Plan for Fiscal Year 2025-29 earlier than previous years due to the deficit that we will encounter in FY25. Currently the deficit is at $455,476 and is requesting all agencies to review their budgets to determine if any expenses could be potentially covered by the agency’s general fund. He added that he has had discussions with Corey Shaffer, Thalia Burns, and the Executive Director and their recommendations would be to cut the training section of the budget entirely giving us a reserve of $35,015. In conclusion, stated that excel spreadsheets will be sent out by the Executive Director and will be due by January 31, 2024, to have discussions during the February Joint Committee and Board Meeting.**

* 1. Maui Police Department Requesting $4,500 for Additional Personnel to Attend 9-1-1 Goes to Washington February 25-28, 2024.

**Board Chair asked for a motion to approve Maui Police Department’s request for $4,500 for additional personnel to attend 9-1-1 Goes to Washington. Reed Mahuna motioned to approve Maui Police Department’s request. Rebecca Lieberman seconded the motion. A voice vote was taken, motion was unanimously approved.**

* 1. Executive Director Requesting $650 to Purchase Work Cellphone & Service

**Board Chair asked for a motion to approve Executive Director’s request for $650 to purchase work cellphone and service. Corey Shaffer motioned to approve Executive Director’s request. Gregg Okamoto seconded the motion. A voice vote was taken, motion was unanimously approved.**

* 1. Additional Items Proposed by Meeting Attendees.

**Tony Ramirez stated that he would like to have a discussion on the topic Shawn Kuratani covered in the Technical Committee that occurred in the meeting with Hawaiian Telcom on November 29, 2023.**

**Tony Ramirez stated that in their discussion with Hawaiian Telcom he asked if the tariff was prepared with 94102 in consideration which is the King County Determination FCC order docket 94102 and FCC 02-146. He added that mobile providers are responsible for all from costs from the MSC (Mobile Switching Center) to the selective router and that the PSAPs are responsible for the cost for maintaining or upgrading the selective router, trunks, maintaining ALI database, CPE, and CAD. Furthermore, stated under the Hawaii Tariff 269-16-95 the PUC is identifying cost rate making for the wireline telephone service and for the mobile service it states to see Chapter 138 for the cost. During his discussion with Hawaiian Telcom he stated he highlighted Chapter 138-4 because it does not state a rate to the PSAP and prohibits charges to government agencies. In conclusion, stated that these are the questions that he brought up to Hawaiian Telcom and wanted to make the Board aware of the situation.**

**Stephen Courtney responded asking Tony Ramirez how long the surcharge has been in effect. Tony Ramirez stated that it has been in effect since 2004 when the original Chapter 138 was written. Stephen Courtney responded asking whether the surcharge should increase. Tony Ramirez responded stating that in his opinion the surcharge should have increased because we have upgraded the initial wireless system three times. He added that some considerations should have been made, however, no cross subsidy should occur. Tariff rate for the wireline services should not be taking into consideration what is being charge for wireless or VoIP services because it is covered under Chapter 138 and precludes the $0.27 that is being collected by Hawaiian Telcom.**

1. Announcements
	1. Future Virtual Meeting Dates/Times (9:00AM-12:00PM)
		1. Thursday, January 11, 2024 (Combined Meeting)
	2. Future Conference Dates (3 Months of Advanced Approval Required)
		1. 9-1-1 Goes to Washington February 25-28, 2024, Ritz Carlton, Pentagon City
		2. NENA (National Emergency Number Association) Conference June 28 – July 3, 2024, Kissimmee, Florida
		3. APCO (Association of Public-Safety Communications Officials) Conference August 4-7, 2024, Orlando Florida
	3. Additional Announcements from Meeting Attendees
2. Open Forum: Public comment on issues not on the Board Meeting Agenda

**There was no public comment on issues not on the agenda.**

1. Adjournment

**Rebecca Lieberman motioned to adjourn the meeting. Liz Gregg seconded the motion. A voice vote was taken, and the adjournment was unanimously approved. The meeting was adjourned.**