|  |  |  |
| --- | --- | --- |
| 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**Communications, Technical, and Finance Meeting****(Combined Meeting)****Wednesday, July 11, 2024****9:00 am – 12:00 pm** |  |

**MEETING MINUTES**

[**July 11, 2024: Joint Committee and Board Meeting (youtube.com)**](https://www.youtube.com/watch?v=8E3ONmqlj4g&t=2619s)

**Communications Committee Members Present:** Davlynn Racadio (MPD), Thalia Burns (NENA/APCO)

**Communications Committee Members Not Present:** Lavina Taovao (KPD)

**Technical Committee Members Present:** Shawn Kuratani (HFD), Tony Ramirez (VSE), Tony Velasco (DIT), Thalia Burns (NENA/APCO)

**Technical Committee Members Not Present:** David Miyasaki (KPD), Kenison Tejada (FirstNet)

**Finance Committee Members Present:** Edward Fujioka (EMS), Stephen Courtney (C&C of Honolulu), Tony Velasco (DIT), Todd Omura (CIO Designee), Matthew Kurihara (HPD), Liz Gregg (ATT), Reed Mahuna (HIPD)

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

**Guests:** Francis Alueta (HT), Nani Blake (T-Mobile), Frannie Chung (EMS), Stacy Domingo (HIFD), Robert Fujitake (HIPD), Ji Sook Kim (Consumer Advocate Designee), Elliott K. Ke (KPD), Patrick Leddy (LLC), Ah Lan Leong (HPD), Glenn Kobashigawa (HT), Ariel Ramos (KPD), Phillip Banquel (KPD), Lorrin Okumura (EMS), Rebecca Lieberman (Charter), Carla Even (RapidSOS), Buck Giles (OS), Frank Pace (DOD)

1. Call to Order, Public Notice

**The meeting was called to order by Shawn Kuratani on behalf of 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 all three committees.**

1. Review and Approval of June 13th & 19th, 2024 Meeting Minutes

**Shawn Kuratani asked for a motion to approve the June 13 & 19th, 2024 meeting minutes. Tony Velasco motioned to approve the June 13th & 19th, 2024 meeting minutes. Reed Mahuna seconded the motion. A voice vote was taken, motion was unanimously approved.**

1. Committee Updates by Committee Chairs
	1. Communications Committee – Davlynn Racadio
		1. MSAG Transactions

**Davlynn Racadio stated that the above agenda item should state TNCR (Telephone Number Change Request). She stated that Intrado has not been updating this for the past several months with all counties outstanding totals below. In conclusion, stated that these should be resolved and asked Hawaiian Telcom to speak on this matter.**

**Maui County: 383**

**Oahu County: 794**

**Hawaii County:582**

**Kauai County: 646**

**Glenn Kobashigawa stated that they have escalated this issue with Intrado, and they have received commitment from Intrado that they are committing additional resources and staffing hours to resolve this issue. He added that a timeline to resolve this issue was not given however, Intrado has committed to provide updates. In conclusion, stated that he will inform the counties on their program and progress on this issue.**

* 1. Technical Committee – Shawn Kuratani
		1. HECO Public Safety Power Shutoff Initiative

**Shawn Kuratani stated he will give a brief overview of this agenda item that was previously discussed. He stated this initiative is a preemptive course of action to mitigate brush fires by shutting down power during high wind events as a last resort. During his interagency communications group some key points that were discussed were wireless companies and 911 system needs two components which is connectivity and power. These companies rely heavily on the network companies for their operations to provide connectivity. However, unfortunately many of the network cables run above ground and are more vulnerable to high wind events. Other network companies have confirmed that damage to these network cables would require manual repairs or poll fixes to regain connectivity to the network. Compact Rapid Deployable (CRD) is an option to provide connectivity, however, may not be available from network companies because they are deployed in a reactive approach to ensure safety for their personnel and equipment. He added that during their interagency communications meetings it was discussed that Honolulu Emergency Medical Services, Honolulu Police Department, and Ocean Safety agreed to pool their resources and existing CRD’s to pre deploy CRD’s on the north side of the island at fire and police stations to provide connectivity. Currently we do not have enough devices to implement a proactive approach and is asking the Board if it would allow funding from the Board to purchase these types of devices as well as mobile repeaters to expand the capability for the public to reach 911 during a large event when connectivity is lost.**

**Stephen Courtney responded stating how much these devices cost. Lorrin Okumura stated that Emergency Medical Services purchased a CRD and Mini CRD that were roughly $80,000 and $35,000. He added that you pay a annual fee for the satellite uplink that can vary from $2,400 to $120,000 depending on the package you purchase. Thalia Burns responded stating that the Board should continue with the decision of not funding radio-related expenses to prevent expending the fund in its entirety. She added that after conducting research that these deployable would only allow customers that are First Net capable to connect with a range of only 2 miles and 500 feet if they are not First Net capable. In conclusion, stated that she believes the number of devices needed is underestimated. Liz Gregg responded stated that the vendor has stated due to FCC regulations that every carrier has to pass through a 911 call no matter who is making the call and is not limited to an actual radius. She added that she will get validation but believes that it is not limited to only 500 feet to customers that are not First Net capable. Shawn Kuratani responded stating that if the Board would be willing to segment a portion of the fund to purchase these types of devices and is currently requesting grant funding and other means of financing to purchase these devices. Thalia Burns responded stating that she agrees that funding is available, but the agencies need to be mindful that if funding is approved for these devices funding for other core 911 technologies will not be available. She added that agencies need to start looking at creative ways with current resources. Edward Fujioka responded stating that if each counties DIT or HIEMA have any plans on purchasing these devices. Shawn Kuratani responded stating that he does not know if the State has planned to purchase more, however, stated that he knows their deployment plan is limited due to staffing issues. Edward Fujioka responded stating that these devices could qualify for federal funding and recommended to contact Representative Jill Tokuda. He added that he also has concerns with the cost of the annual maintenance fee and liability concerns if the device fails. Liz Gregg responded stating that there is no annual maintenance for the devices and that you are paying for the coverage of the cradle points and SAT coverage. She added that she wanted to clarify that there is no maintenance for these devices. Edward Fujioka responded stating that he submits a Request for Information (RFI) from all the providers and submits that information to the Board for review.**

* + 1. Revaluation of Reimbursable Expenses

**Please see HECO Public Safety Power Shutoff Initiative.**

* + - 1. Advisory Committee – Rebecca Lieberman
				1. Updates on Legislative Session

**Rebecca Lieberman stated no updates.**

* 1. Finance Committee – Edward Fujioka
		1. Review of Monthly Y-T-D (Year to Date) Cash Flow

**June 2024 Cashflow Statement:**

**Surcharge Collection: $985,713**

**Interest Income: $122,574**

**Total Receipts: $1,108,287**

**Total Disbursements: ($18,017)**

**Net Receipts/Disbursements: $1,090,270**

**Net Encumbrances Adds/(Paydown) Year to Date: ($3,092,993)**

**Net Cash Inflow /(Outflow) Year to Date: $6,223,014**

**Fiscal Year 2024 Encumbrances Added: $6,430,527**

**Outstanding Encumbrances: $14,775,670**

**Net Bank Balance: $43,444,722**

**Unencumbered Cash Balance: $28,689,052**

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 that they received one applicant that has completed the interview process and will begin training shortly.**

* + 1. Update on Personnel Issues and Vacancies

**Ariel Ramos stated that they are currently at 50% vacancy rate. She added that they have one personnel on extended leave and are operating with nine dispatchers.**

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

**Matthew Kurihara stated that they are conducting interviews at the end of th month for the reported vacancies.**

* + 1. Update on Personnel Issues and Vacancies

**Matthew Kurihara stated that they are currently at 34% vacancy rate. He added that ERO positions have only 1 vacancy.**

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

**Shawn Kuratani stated no updates.**

* + 1. Update on Personnel Issues and Vacancies

**Shawn Kuratani stated no updates.**

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

**Lorrin Okumura stated that they are having problems filling positions due to a requirement that all dispatchers must have two years of EMT experience. He added to resolve this issue they are in the process of creating a Dispatcher Academy to allow personnel to work and train as dispatchers until they meet the experience requirement.**

* + 1. Update on Personnel Issues and Vacancies

**Lorrin Okumura stated that they currently have eight vacancies.**

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

**Davlynn Racadio stated that they currently have one personnel in training.**

* + 1. Update on Personnel Issues and Vacancies

**Davlynn Racadio stated that they only have eight dispatchers on Maui and three on Molokai after losing one personnel to retirement and another due to medical issues.**

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

**Please see updates Maui Police Department**

* + 1. Update on Personnel Issues and Vacancies

**Please see updates Maui Police Department**

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

**Robert Fujitake stated that they started a class of two personnel on June 3rd**

**and will begin another class starting on June 16th.**

* + 1. Update on Personnel Issues and Vacancies

**Robert Fujitake stated that they currently have twelve vacancies.**

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

**Stacy Domingo stated that they have four personnel in training. She added that this will be the first year that they are planning to have two training classes. Furthermore, stated that they conducted recruitment and interviews, however out of eight applicants only one passed the typing test.**

* + 1. Update on Personnel Issues and Vacancies

**Stacy Domingo stated that they currently have nine personnel.**

1. Items for Discussion, Consideration, and Action
	1. Additional Items Proposed by Meeting Attendees.
2. Announcements
	1. Future Virtual Meeting Dates/Times (9:00AM-12:00PM)
		1. Thursday, August 15, 2024 (Combined Meeting)
	2. Future Conference Dates (3 Months of Advanced Approval Required)
		1. APCO (Association of Public-Safety Communications Officials) Conference August 4-7, 2024, Orlando Florida
	3. Additional Announcements from Meeting Attendees
3. 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. Reed Mahuna seconded the motion. A voice vote was taken, and the adjournment was unanimously approved. The meeting was adjourned.**