



Information Privacy and Security Council (IPSC)
Meeting Minutes
April 18, 2018

Kalanimoku Bldg.
Basement VCC
1151 Punchbowl St.
Honolulu, HI 96813

Wailuku State Office Bldg.
Third Floor VCC
54 South High St.
Wailuku, HI 96793

Lihu'e State Office Bldg.
Basement VCC
3060 'Eiwa St.
Lihu'e, HI 96766

Hilo State Office Bldg.
Basement VCC
75 Aupuni St.
Hilo, HI 96720

Members Present

Vince Hoang	Office of Enterprise Technology Services (ETS)
Lisa Tong, Designee	Department of Commerce and Consumer Affairs (DCCA)
Jonathan Chee	Department of Education (DOE)
Wilfredo Tungol, Designee	Department of Health (DOH)
David Keane	Department of Human Resources Development (DHRD)
Kevin Thornton	Judiciary
Jodi Ito, Designee	University of Hawaii (UH)
Jules Ung	County of Hawaii
Mandi Swanson, Designee	County of Kauai

Members Absent

Lim Yong	Department of Human Services (DHS)
Carol Taniguchi	Legislature
Mark Wong	City & County of Honolulu
Karen Sherman	County of Maui

Other Attendees

Valri Kunimoto, Deputy Attorney General	Department of the Attorney General
Ronald Hemenway	Hawaii Health Systems Corporation
Kelly McCanlies	Hawaiian Electric Company

I. Call to Order

Acting Chair Hoang called this meeting to order at 1:26 p.m. Quorum was established with nine members/designees present.

II. Review and Approval of Previous Meeting Minutes

Member Thornton made a motion for the IPSC to approve the February 21, 2018 meeting minutes, which was seconded by Member Designee Ito. Vote was taken and the motion passed by unanimous consent.

III. Public Testimony on Agenda Items

None.

IV. Status Report on House Bill No. 2311 and Senate Bill No. 2738, Relating to Found Electronic Devices

House Bill 2311 is dead. Senate Bill 2738 is going to conference but no meeting date set.

V. Information Privacy and Security Council Goals

Acting Chair Hoang suggested that the Council review IPSC activities over the last ten years and identify reasonable goals. Ms. Kunimoto stated that in 2009, per Hawaii Revised Statutes (HRS) 287N(6), the Council was to identify best practices to assist government agencies in improving security and privacy programs relating to personal information. She explained that a Permitted Interaction Group (PIG) could be tasked to review the IPSC's practices, policies, website, and evaluate what needs to be done. The PIG could then make recommendations to the Council. Members discussed whether there is staff to adequately maintain the IPSC website, what level of Hawaii Revised Statutes (HRS) chapter 287N do they want to meet, how can they leverage the Council's membership and the IT Coordinating Council (ITCC) more effectively. Council was reminded that the Counties make their own policies. Ms. McCanlies recommended deliverables for the PIG, i.e., to develop a common classification so a common language is used when discussing policies, look at items that either provide an economy of scale or areas that get extra leverage by having a larger group, utilize staff.

Member Sherman made a motion for the IPSC to create a Permitted Interaction Group (PIG) to review prior IPSC activities and make recommendations to update guidelines and best practices, which was seconded by Member Keane. Vote was taken and the motion passed unanimously. Members David Keane and Karen Sherman, and Member Designee Jodi Ito volunteered to serve on the PIG. They will present a report at the next meeting.

VI. Executive Session

Member Designee Tungol made a motion for the IPSC to enter into executive session, pursuant to HRS section 92-5(a)(6) to consider sensitive matters relating to IT internal security controls. The motion was seconded by Member Designee Ito. The motion passed unanimously at 2:22 p.m. and the Council met in executive session.

VII. Good of the Order

The meeting reconvened at 2:35 p.m.

- a. Announcements: The monthly meeting scheduled for May 16, 2018 is cancelled.
- b. Next Meeting: June 20, 2018, 1:00 p.m. (Honolulu location: Kalanimoku Bldg., Room 410)

VIII. Adjournment

At 2:36 p.m., Member Designee Tong made a motion to adjourn, which was seconded by Member Designee Ito. Vote was taken and the motion passed unanimously.

Recorded by: Susan Bannister Jun 20, 2018
Susan Bannister Date
Office of Enterprise Technology Services