



**Information Privacy and Security Council (IPSC)**  
**Meeting Minutes**  
December 19, 2018

**Videoconference Centers (VCC)**

Kalanimoku Bldg., 1151 Punchbowl St., Rm. B10, Honolulu, HI 96813

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

Wailuku State Office Bldg., 54 S. High St., 3<sup>rd</sup> Flr., Wailuku, HI 96793

Lihue State Office Bldg., 3060 Eiwa St., Basement, Lihue, HI 96766

**Members Present**

Vince Hoang, Acting Chair	Office of Enterprise Technology Services (ETS)
Lisa Tong (Designee)	Department of Commerce and Consumer Affairs
Jonathan Chee	Department of Education
Wilfredo Tungol (Designee)	Department of Health
David Keane	Department of Human Resources Development
Lim Yong	Department of Human Services
Jodi Ito (Designee)	University of Hawaii
Jules Ung	County of Hawaii
Nyree Norman	County of Kauai

**Members Absent**

Kevin Thornton	Judiciary
Carol Taniguchi	Legislature
Mark Wong	City & County of Honolulu
Karen Sherman	County of Maui

**Other Attendees**

Kandis McIntosh	Department of Health
William Monahan, CISO	Department of Human Services
Valri Kunimoto	Department of the Attorney General
Susan Bannister	ETS

I. Call to Order

Acting Chair Hoang called the meeting to order at 1:04 p.m. at which time quorum was established.

II. Public Testimony on Agenda Items

None.

III. Annual Summary Report to the Legislature

There were no further discussions. Hoang reported that the draft report will be submitted as presented pending approval from the incoming Chief Information Officer (CIO).

IV. Relating to Found Electronic Devices Legislation, Memo and Guideline

Hoang reviewed the draft memorandum and Device Sanitization Guideline that will be sent to State and County Agencies pending approval from the incoming CIO. There were no further discussions.

V. Good of the Order

a. Announcements

Hoang announced that January 28 is International Data Privacy Day. ETS will have something on its website and will share it with other departments before then. The committee will not meet in January since it coincides with the 2019 Hawaii State Legislature opening day.

b. Next meeting: February 20, 2019, 1:00 p.m.

VII. Adjournment

At 1:10 p.m., Member Yong made a motion to adjourn, which was seconded by Member Chee. A vote was taken and the motion passed unanimously.

Recorded by: S. Bannister  
Susan Bannister, ETS

Approved on: 2/20/19