



Information Privacy and Security Council (IPSC)
Meeting Minutes
February 20, 2019

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., 3rd 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 (DCCA)
Jonathan Chee	Department of Education (DOE)
Gino Merez	Department of Health (DOH)
David Keane	Department of Human Resources Development (DHRD)
Lim Yong	Department of Human Services (DHS)
Kevin Thornton	Judiciary
Jodi Ito (Designee)	University of Hawaii (UH)
Jules Ung	County of Hawaii (via VCC)
Mandi Swanson (Designee)	County of Kauai (via VCC)
Karen Sherman	County of Maui (via VCC)

Members Absent

Carol Taniguchi	Legislature
Mark Wong	City & County of Honolulu

Other Attendees

William Monahan	DHS
Matthew Iaukea	County of Hawaii (via VCC)
Eric Lash	County of Hawaii (via VCC)
Valri Kunimoto	Department of the Attorney General (ATG)
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. Review and Approval of December 10, 2018 and December 19, 2018 Meeting Minutes

Member Designee Tong made a motion to approve the December 10, 2018 and December 19, 2018 meeting minutes, which was seconded by Member Keane. A vote was taken and the motion passed unanimously.

III. Public Testimony on Agenda Items

None.

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

Hoang reviewed the memo, *Removing PII from Found Devices as Required in Sections 52D-14 and 261-17, Hawaii Revised Statutes (HRS)*. It will be sent to department heads and other jurisdictions that have a high tendency in finding devices, such as the Honolulu Police Department and Department of Transportation, Airports Division. Member Thornton made a motion to approve the memo as written, which was seconded by Member Keane. A vote was taken the motion passed unanimously. The memo will be published on the ETS website and the IPSC website will have the link to the guidelines.

V. Relating to Geographic Information System Data and Title Records

Hoang stated that a member mentioned that the Department of Land and Natural Resources, Bureau of Conveyances (BOC) has new software to search for land title records that will be public records. ETS had a discussion with the BOC with respect to having land titles readily available and searchable. Members discussed whether the IPSC should consider a policy regarding conducting a risk assessment such as is being done by the Department of Human Services (DHS). Members asked what qualifies as PII. Hoang read section 487N-1, Hawaii Revised Statutes, that defines personal information.

"Personal information" means an individual's first name or first initial and last name in combination with any one or more of the following data elements, when either the name or the data elements are not encrypted: (1) Social security number; (2) Driver's license number or Hawaii identification card number; or (3) Account number, credit or debit card number, access code, or password that would permit access to an individual's financial account.

Telephone numbers are not included in the definition of personal information. Mr. Monahan stated that the DHS has its own policy to perform a risk assessment when new technology is rolled out. Hoang asked if the IPSC should consider a policy. Member Sherman noted that the IPSC has a fiduciary responsibility to make recommendations to the Legislature or create policy knowing that the information will become very public on a global scale.

Ms. Kunimoto stated that the Title records are public and explained the importance for government to make these records available. These particular documents should not be the ones to be reassessed.

Member Sherman noted that there is a high possibility of PII written on paper that are scanned with all documentation. With GIS, there are more data-driven and data-intensive information tied to that which is a bigger concern. Data-rich information may accidentally expose information that should not be made available. Agencies need to consider the pros and cons of technology that they will be using.

Hoang asked if a subcommittee should be formed to pursue this topic. Member Sherman suggested that members check what they have now that may be of concern and report back to the group. It may help the IPSC decide whether this is something it should take on. Hoang asked if this item should be formally deferred to the next meeting. Member Designee Tong made a motion to defer this matter to the next IPSC meeting, which was seconded by Member Chee. A vote was taken and the motion passed unanimously.

VI. Good of the Order

a. Announcements

Hoang shared Governor Ige's news release, Girls Go CyberStart Conference, which is an outreach for girls in high school.

b. Next meeting

The March meeting is cancelled. The next meeting is on April 11, 2019, start time moved to 2:00 p.m.

VII. Adjournment

At 1:39 p.m., Member Designee Ito made a motion to adjourn, which was seconded by Member Thornton. A vote was taken and the motion passed unanimously.

Recorded by: Susan Bannister 4/11/19
Susan Bannister, ETS