



**Information Privacy and Security Council (IPSC)  
Meeting Minutes  
July 17, 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., 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 (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 Hawai'i (UH)
Nyree Norman	County of Kauai, via VCC
Jules Ung	County of Hawai'i, via VCC

**Members Absent**

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

**Other Attendees**

Valri Kunimoto	Department of the Attorney General (ATG)
Todd Omura	ETS
Sonny Kekipi	ETS
Susan Bannister	ETS
Elise Inouye	HPPA

I. Call to Order

Acting Chair Hoang called the meeting to order at 1:06 p.m. at which time quorum was established.

II. Review and Approval of the June 19, 2019 Meeting Minutes

Member Chee made a motion to approve the June 19, 2019 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. Permitted Interaction Group's (PIG) Report and Recommendations on the Privacy Impact Assessment (PIA) Form

PIG members consisted of Hoang, Keane and Thornton. They reviewed the PIA form and recommended keeping the form as is for now and focus on reducing and safeguarding the personal information that is being kept. Next steps would be to identify agencies that have personal information, develop procedures to identify the information on hand, review if the data needs to be maintained or if it can be reduced or eliminated, and then identify key controls that are missing to improve the safeguard of those systems.

Member Norman requested a completed form to use as a sample template to help newly-appointed department heads and staff complete the PIA form. Hoang will provide her with a sample. Hoang will also send members their administration contact list to update. The contact list will be used to issue the memo to agencies regarding submittal of its annual Privacy Impact Assessment form.

Related to House Concurrent Resolution (HCR) 225, Hoang stated that there is a separate initiative to review privacy laws that match the General Data Protection Regulation (GDPR) and the California Consumer Privacy Act (CCPA). He asked members if they are interested in developing draft legislation that will align with IPSC's PIA form. Member Yong volunteered to help. Member Designee Tong felt it was premature to introduce legislation at this time.

V. Good of the Order

a. Announcements

Hoang reported that the Chief Information Officer presented the state's IT Strategic Plan to various groups.

b. Next meeting is scheduled for August 21, 2019, 1:00 p.m.

VI. Adjournment

At 1:40 p.m., Member Designee Tong made a motion to adjourn, which was seconded by Member Designee Ito. A vote was taken and the motion passed unanimously.

Recorded by: Susan Bannister  
Susan Bannister, ETS