



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

Videoconference Centers (VCC)

Kalanimoku Bldg., 1151 Punchbowl St., Basement B-10, 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)
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)
Karen Sherman	County of Maui, via VCC*
Nyree Norman	County of Kauai, via VCC*
Jules Ung	County of Hawai'i, via VCC*

* The neighbor island members participated by telephone conference, because the video conference equipment was unavailable.

Members Absent

Stephen Levins	Department of Commerce and Consumer Affairs (DCCA)
Jonathan Chee	Department of Education (DOE)
Carol Taniguchi	Legislature
Mark Wong	City & County of Honolulu

Other Attendees

Valri Kunimoto	Department of the Attorney General (ATG), via teleconference
Robert Strickland	Department of Education (DOE), via VCC Maui

I. Call to Order

Acting Chair Hoang called the meeting to order at 1:07 p.m., at which time quorum was established.

II. Review and Approval of the October 16, 2019 Meeting Minutes

Member Designee Ito made a motion to approve the October 16, 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. Draft of Annual Summary Report to the Legislature

Acting Chair Hoang presented a draft of the Annual Summary Report relating to the Privacy Impact Assessment reports submitted by State and County government agencies. The Judiciary is included with the state agencies. The general findings include number of reports received from agencies, overview of the type of information, and number of systems that contained personal information. Member Thornton recommended the report include the current definition of personal information and reference the appropriate statute. Member Merez stated that he will submit the Department of Health's (DOH) report to ETS by this Friday.

Hoang made a motion to approve the draft to include the revisions to reference the applicable chapter, Hawaii Revised Statutes (HRS) Chapter 487N, and the current definition of personal information and the DOH records. Further discussion ensued. Member Designee Ito noted that reference to the statute is already included in the summary under the Background section. She recommended that the report specifically reference HRS §487N-1 to ensure that the part of the statute that defines the elements is referenced as well as the statute that mandates reporting.

Hoang made a new motion to approve and finalize the draft report to include HRS §487N-1, and to include the DOH's reported information, which was seconded by Member Yong. Member Thornton read HRS §487N-5(d) where the Council shall review the annual reports submitted by government agencies and noted that there is some duplication in HRS §487N-7. Hoang stated that one requires having the IPSC review the reports and the other one requires agencies to submit their reports to IPSC. He noted that ETS has been reviewing and compiling the information. If committee members are interested in reviewing their portions of their reports and providing feedback, ETS can move the kickoff memo to agencies soon after the end of the fiscal year. This will give IPSC more time to review the submittals. A vote was taken and the motion passed unanimously.

V. Good of the Order

a. Announcements

Acting Chair Hoang reported that the Twenty-first Century Privacy Law Task Force formed by House Concurrent Resolution (HCR) 225 will be meeting again in preparation of submitting legislation. Hoang will send members the link to the meeting minutes, which are published on the Capitol website. They should direct any questions to the Task Force.

b. Next meeting: December 18, 2019

VI. Adjournment

At 1:29 p.m., Member Thornton made a motion to adjourn, which was seconded by Member Yong. A vote was taken and the motion passed unanimously.

Recorded by: Susan Bannister
Susan Bannister, ETS