



**Information Privacy and Security Council
Meeting Agenda**

October 20, 2021
3:00 p.m.

Meeting via WebEx

Members of the public may request the meeting link by e-mailing: ets@hawaii.gov,
Subject line: *IPSC Meeting*, by October 18, 2021, 11:00 a.m.

- I. Call to Order
- II. Review and Approval of the September 15, 2021 Meeting Minutes
- III. Public Testimony on Agenda Items

Any person may submit testimony on any agenda item. Members of the public may give oral testimony at the meeting or submit written testimony via e-mail to ets@hawaii.gov, Subject line: *IPSC Testimony*. Each individual or representative of an organization is allotted three minutes for testimony.

- IV. Summary of Annual Personal Information System Reports; Discussion and Appropriate Action
- V. Good of the Order
 - Announcements
 - Next scheduled meeting: November 17, 2021
- VI. Adjournment

Individuals who require special needs accommodations are invited to email ets@hawaii.gov or call 808-586-6000 at least three working days in advance of the meeting.



**Information Privacy and Security Council (IPSC)
Meeting Minutes - DRAFT
September 15 2021**

Videoconference meeting via WebEx

Members Present

Vince Hoang, Chair	Office of Enterprise Technology Services (ETS)
Jonathan Chee	Department of Education (DOE)
Gino Merez	Department of Health (DOH)
David Keane	Department of Human Resources Development (DHRD)
Louis "Jack" Giardina	Department of Human Services (DHS)
Kevin Thornton	Judiciary
Jodi Ito	University of Hawai'i (UH)
Scott Uehara	County of Hawai'i

Members Absent

Carol Taniguchi	Legislature
Mark Wong	City and County of Honolulu
David Shak	Department of Commerce and Consumer Affairs (DCCA)
Karen Sherman	County of Maui
Kelly Agena	County of Kaua'i

Other Attendees

Candace Park	Department of the Attorney General
Janey Yamashita	ETS

I. Call to Order

Quorum was established and Chair Hoang called the meeting to order at 2:35 p.m.

II. Review and Approval of the July 28, 2021 Meeting Minutes

Chair Hoang called for a motion to approve the meeting minutes.
Member Ito made a motion, which was seconded by Member Thornton.
A vote was taken, and the motion carried unanimously.

III. Public Testimony on Agenda Items

None.

IV. Annual Personal Information System Report; Discussion and Appropriate Action

- Chair Hoang noted that changing the format did create a lot of questions and asked if members had any comments.
- Member Ito also reported there were many questions regarding the new format and UH is working with respondents to help them understand the intent of the report and to address the reporting manner. Because this is the first year using the new format, the next time should be easier.

- Chair Hoang noted that the scope of respondents widened as they added IT department coordinators to the distributions list. There will be some adjustments to the questions in future formats but generally the improvements made this year will help with effectiveness, quality, and usability of the report.
- Member Uehara couldn't find previous submissions and asked if prior reports were consolidated. Chair Hoang recommended emailing IPSC@hawaii.gov, copy him, and ETS will follow up.

V. Proposed Revision to H.R.S. §487N - Discussion and Appropriate Action

- Permit designees to attend and vote on behalf of assigned committee members
 - Chair Hoang noted that in the past, there was some difficulty obtaining quorum, so the intent of this proposal is offer flexibility in participation and be able to convene to discuss matters. Members were asked for comments or questions.
 - Member Thornton asked if this proposal was vetted by the Attorney General's (AG) office. Chair Hoang affirmed the Deputy AG was consulted.
 - Chair Hoang noted there will be ample opportunity for review and comment when the proposed legislation is offered at the next session.

VI. Good of the Order

- Announcements
 - Chair Hoang noted for the Counties' awareness the top qualifiers for cyber liability insurance include MFA, EDR, and strong policies in key technical controls. Member Thornton noted that risk management covers cost controls as well as security controls.
 - October is National Cyber Security Awareness Month.
- Next scheduled meeting: October 20, 2021
 - Will discuss summary of PIA submissions.

VII. Adjournment

Chair Hoang called for a vote to adjourn the meeting. A vote was taken, and the motion carried unanimously. The meeting adjourned at 2:58 p.m.