



Information Privacy and Security Council (IPSC)
Meeting Minutes - DRAFT
November 16, 2022

Videoconference meeting via interactive conferencing technology:

Members Present

Vince Hoang, CISO, Chair Designee	Office of Enterprise Technology Services (ETS)
Kelly Agena	County of Kauai
Jonathan Chee	Department of Education (DOE)
Matthew Iaukea	County of Hawai'i
Jodi Ito	University of Hawai'i (UH)
David Keane	Department of Human Resources Development (DHRD)
Courtney Kinder	Department of Health (DOH)
David Shak	Department of Commerce and Consumer Affairs (DCCA)
Kevin Thornton	Judiciary

Members Absent

Mark Wong or Stephen Courtney	City and County of Honolulu
Louis "Jack" Giardina	Department of Human Services (DHS)
Karen Sherman or Vince Hu	County of Maui
Carol Taniguchi or Brian Takeshita	Legislature

Other Attendees

Candace Park	Deputy Attorney General
Arnold Kishi	ETS
Janey Yamashita	ETS
Kiyo Noguchi	Member of the Public
Christine Sakuda	Transform Hawai'i Government

I. Call to Order

Quorum was established and Chair Hoang called the meeting to order at 1:04 p.m.

II. Annual Personal Information System Report

The IPSC reviewed the draft summary report for the legislature, based on government agency submissions. Chair Hoang asked if there were any questions or edits needed on the report.

- Member Thornton noted a grammatical error on the first line of *General Statistics*, and Chair Hoang acknowledged it would be corrected.
- Member Ito said the aggregate numbers for the University of Hawaii (UH) are forthcoming, and Chair Hoang said the report would be amended to add the UH numbers when received.

Chair Hoang said ETS will work towards simplifying the report form for data collections even more, to make it less confusing for the program responders. He asked the IPSC members for comments and suggestions to make collections easier.

- Chair Hoang asked Member Ito if there is a possibility for normalized language on the report form for UH, and Member Ito advised it would be best for UH to continue translating the form questions as it relates to their lines of business.
- Chair Hoang asked Member Chee for suggestions on improving the form for the DOE. Member Chee replied that the DOE responses have been good and no changes are needed.
- Member Kinder commented there was confusion on the definitions of personal information, and Chair Hoang replied that the reports are designed to meet current requirements as legally defined in the state.

Chair Hoang moved to approve the Annual Report with amendments as discussed. Member Ito seconded the motion. A vote was taken, and the motion passed unanimously with no objections.

III. Good of the Order

- Announcements
 - Member Ito announced that UH may have an opportunity for training in the cyber security maturity model in February 2023 and asked if any of the agencies are interested in being included. Training is expected to target the defense industrial base and may affect DOD contracts and grants after March. She will provide information to the CISO for distribution.
- Next scheduled meeting: Will recess for December 21, 2022

IV. Adjournment

Chair Hoang moved to adjourn the meeting, which was seconded by Member Ito. With no objections, the meeting adjourned at 1:18 p.m.