



Information Privacy and Security Council (IPSC)  
Meeting Minutes  
December 20, 2023

Meeting was held via Microsoft Teams (videoconference interactive conferencing technology).  
Physical location: 1151 Punchbowl Street, Room 410, Honolulu, Hawai'i.

Members Present via Teams

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| Vincent Hoang, CISO,<br>Chair Designee | Office of Enterprise Technology Services (ETS) |
| Courtney Kinder                        | Department of Health                           |
| Mark Choi                              | Department of Human Services                   |
| Jodi Ito                               | University of Hawai'i                          |
| Stephen Courtney                       | City & County of Honolulu                      |
| Robert Ewbank                          | County of Hawai'i                              |
| Kelly Agena                            | County of Kaua'i                               |

Members Excused

|                 |   |
|-----------------|---|
| David Shak      | Department of Commerce and Consumer Affairs |
| Jonathan Chee   | Department of Education                     |
| David Keane     | Department of Human Resources Development   |
| Mai Nguyen Van  | Judiciary                                   |
| Carol Taniguchi | Legislature                                 |
| Karen Sherman   | County of Maui                              |

Other Attendees

|                 |                                    |
|-----------------|------------------------------------|
| Candace Park    | Department of the Attorney General |
| James Gonser    | ETS                                |
| Susan Bannister | ETS                                |
| Kiyo Noguchi    |                                    |

I. Call to Order

Chair Hoang conducted roll call. With quorum established, the meeting was called to order at 1:05 p.m. He welcomed new member, Robert Ewbank, Director of IT for the County of Hawaii.

II. Review and Approval of the August 16, 2023, Meeting Minutes

Member Courtney made a motion to approve the minutes as presented, which was seconded by Member Ito. A vote was taken and passed unanimously.

III. Public Testimony

None.

#### IV. Information Privacy and Security Council Annual Summary Report

Chair Hoang presented a draft of the IPSC Annual Summary Report. This report included additional data elements that were proposed in previous legislative bills and discussed at the August 16, 2023, IPSC meeting. He asked members if they had any comments or pushback regarding the request. Member Agena stated that one department questioned why the data elements were included when the bill was not passed.

Chair Hoang asked members how they felt. Member Ito stated that the additional data would be helpful if it becomes law but perhaps only data elements that are currently in the statute should be reported on. Members Courtney and Kinder had no strong opinion either way. Chair Hoang noted that if the statute does change, it would be a rush to gather the information. He noted that ETS hired a Chief Data Officer whose responsibility will be to provide data governance and provide guidelines and strategies on how to manage data.

There were some late submittals due to conflicting priorities and will be added to the draft Annual Report. Chair Hoang recommended that a draft of the Annual Report be submitted to the legislature to meet its deadline, then submit the final report upon the IPSC's approval. There were no objections from the members.

#### V. Good of the Order

Chair Hoang announced that Member Keane will retire at the end of this year and thanked him for his many years of service on this committee.

The next meeting is scheduled for January 17, 2024.

#### VI. Adjournment

With no other announcements the meeting adjourned at 1:30 p.m.