



Information Privacy and Security Council (IPSC)
Meeting Minutes - DRAFT
October 29, 2024

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

Members Present via Teams

Vincent Hoang, CISO, Chair Designee	Office of Enterprise Technology Services (ETS)
David Shak	Department of Commerce and Consumer Affairs
Jonathan Chee	Department of Education
Courtney Kinder	Department of Health
Mai Nguyen Van	Judiciary
Stephen Courtney	City & County of Honolulu
Robert Ewbank	County of Hawai'i
Kelly Agena	County of Kaua'i

Members Excused

Mark Choi	Department of Human Services
Jodi Ito	University of Hawai'i
Carol Taniguchi	Legislature
Karen Sherman	County of Maui

Other Attendees

Candace Park	Department of the Attorney General
Christine Sakuda	ETS
Joanna Lee	ETS
Rebecca Cai	ETS
Sheila Oliveira	ETS

I. Roll Call

Chair Hoang called the meeting to order at 1:04 p.m. Roll call was taken and quorum established.

II. Review and Approval of the August 21, 2024, Meeting Minutes

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

III. Public Testimony

Public attendee Peter Fritz reminds the Council of Office of Information Practices (OIP), section 92-5(a)(6), Hawaii Revised Statutes, an executive session agenda item will include the specific matter to be discussed and a statement that the board anticipates going into an executive session, and even though the public will not be attending the executive session, they still have the right to submit testimony on the item.

Public attendee Candace Park responds that it can be done and it can be discussed further at a later time.

IV. State Chief Information Officer, Christine Sakuda

Chair Hoang introduces Chief Information Officer (CIO), Christine Sakuda.

CIO Sakuda expresses gratitude to the Chair and Council on everyone's efforts and support and looks forward to collaborating with everyone.

V. State Chief Data Officer, Rebecca Cai

Chair Hoang introduces State Chief Data Officer (CDO), Rebecca Cai.

CDO Rebecca describes her position per Act 167. She has been working with the Data Task Force for the past six to seven months on policies for data and AI and also works with other departments to support initiatives related to data and AI.

VI. Annual Privacy Impact Assessment (PIA) Summary

The deadline for submissions was September 2024, but a few extra weeks of grace were given. Figure and charts were updated to show the total number of individual assessments per jurisdiction. The numbers were broken down into various submissions to see where the data was coming from: constituents or government employees. There are ongoing efforts within ETS and the governance team to simplify the means for collecting this type of information within the executive branch. Chair Hoang suggests the priorities would be to support high level reporting from state and county agencies and then leave it to the perspective jurisdictions to provide stronger governance within their organization.

With no comments, the data will be finalized and sent to the Council for review.

VII. Information Technology Internal Security Controls

Chair Hoang motions to enter an executive session, which was seconded by members Mai Nguyen Van and Jonathan Chee. A vote was taken and passed unanimously.

Chair Hoang reconvenes the public meeting.

Chair Hoang gives a brief overview of the executive session concerning materials related to system compromises and employees falling for malicious phishing attacks and what the mitigations were.

VIII. Good of the Order

- Announcements

Chair Hoang announces the ending of cybersecurity awareness month. The Governor made a proclamation declaring October as Cybersecurity Awareness Month for Hawaii. Internally within ETS, there will be a virtual tabletop exercise with the executive branch IT coordinators are invited to attend.

Public attendee Fritz requests a caption transcript of the meeting, and comments on following OIP guidance.

- Next scheduled meeting: November 20, 2024

IX. Adjournment

With no other announcements the meeting was adjourned at 1:48 p.m.