



Information Privacy and Security Council (IPSC)
Meeting Minutes - DRAFT
September 17, 2025

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)
Brian Kodama	Department of Commerce and Consumer Affairs
Stephen Courtney	City & County of Honolulu
Courtney Kinder	Department of Health
Sajed Naseem	Judiciary
Corey Stone	County of Hawai'i
KyungIn Kim	Department of Human Resources Development
Kelly Agena	County of Kauai
Jonathan Chee	Department of Education
Brian Furuto	Department of Human Resources Development

Members Excused

David Shak	Department of Commerce & Consumer Affairs
Mark Choi	Department of Human Resources Development
Carol Taniguchi	Legislature
Mai Nguyen Van	Judiciary
Darren Wyatt	County of Hawai'i
Jodi Ito	University of Hawaii
Brian McKee	City & County of Honolulu
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
Catherine Arellano-Alcotas	ETS
Lisa Huang	ETS

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James Hintley	Public Member
Derek Randal	Public Member
P. Fritz	Public Member

I. Roll Call

Chair Hoang greeted the members and took the roll call, confirming enough members for a quorum, and called this IPSC meeting to order at 1:32 p.m.

II. Review and Approval of the June 18, 2025, Meeting Minutes

Member Courtney made a motion to approve the June 18, 2025 meeting minutes, the first motion, which was seconded by Member Chee and carried by a majority vote.

III. Public Testimony; Discussion and Vote on Public Testimony Time Limit

Pursuant to Chapter 92-3, Hawaii Revised Statutes ("Sunshine Law"), a discussion was conducted about setting a standard time limit for oral testimony. Chair Hoang made a motion to establish a standard time of three (3) minutes for oral testimony per person/organization per agenda item, while allowing the Chair to maintain the discretion to alter the time limit as needed per meeting. This motion was seconded by Member Courtney and carried by a majority vote.

IV. [Annual Privacy Impact Assessment \(PIA\) Process](#); Discussion and Appropriate Action

- a. Any government agency that maintains one or more personal information (PI) systems must submit to the IPSC an annual report on the existence and character of each PI system added or eliminated since the agency's previous annual report, pursuant to HRS §487N-7. Annual reports are due no later than September 30 of each year.
- b. Provide report updates on the annual process.

Chair Hoang provided an update on the annual privacy impact assessment process, noting that four departments had submitted changes for the 2025 PIA, with a total of 25 submissions. Member Courtney suggested to put in the city and county. Chair Hoang hoped within that county, there would be attraction to provide feedback on where the question area was to better safeguard that data.

V. [CISA Cross-Sector Cybersecurity Performance Goals \(CPG\)](#); Discussion and Appropriate Action

- a. Maintained by the Cybersecurity and Infrastructure Security Agency, the CPGs are a subset of cybersecurity practices meant to provide baseline of voluntary, prioritized, and actionable cybersecurity practices.
- b. Discussion on CPGs to manage cybersecurity risks.

Importance of CPGs: Chair Hoang emphasized the importance of CISA's Cross-Sector Cybersecurity Performance Goals (CPGs), which provided baseline requirements for cybersecurity.

Benefits of CPGs: Chair Hoang highlighted that completing the CPGs could lead to professional-level security assessments and penetration tests at no cost to the agency, which could be beneficial for improving cybersecurity posture.

Technical and Governance Controls: Chair Hoang explained that the CPGs covered both governance level priorities and technical controls, providing a comprehensive approach to cybersecurity.

Chair Hoang added, as CISO would provide security assessments and pen tests at zero cost to the agency, we would go into it. It would be a good way of getting a professional level of security assessment.

VI. [Hawaii Public Sector Cybersecurity Summit 2025](#); Discussion and Appropriate Action

- a. Event date: December 3, 2025. This summit will focus on addressing the unique cybersecurity challenges faced by the public sector. The event brings together government leaders and IT security professionals to discuss strategies for safeguarding sensitive information, enhancing cybersecurity infrastructure, and staying ahead of evolving threats. Attendees can expect expert insights, collaborative discussions, and practical solutions tailored to the needs of public sector organizations.
- b. Discussion on the agenda, events or activities.

Chair Hoang announced the upcoming public sector cybersecurity summit on December 3rd, which would be available to the public sector at no cost. He updated, we were working out items and hoping to finalize the actual panelists and topics within the next month or two.

VII. October is Cybersecurity Month; Discussion and Appropriate Action

- a. Discussion of planned events and activities.

Plans: Chair Hoang shared plans for Cybersecurity Awareness Month in October, including the coordination with the Office of the Governor to issue a proclamation declaring October Cybersecurity Month in the State of Hawaii.

Tabletop Exercises: Chair Hoang mentioned, we would lock down the time and date for the ETS-led tabletop exercise in October, and confirmed participation in the Microsoft capture the flag exercise on October 28th.

Additional Exercises: Chair Hoang noted that there might be additional tabletop exercises, including a Halloween-themed exercise by one of the vendor partners.

VIII. Good of the Order

a. Announcements

None.

b. Next scheduled meeting: November 19, 2025

Chair Hoang pronounced, we got the quorum and could recess in October and then reconvene again on November 19th tentatively.

IX. Adjournment

Chair Hoang made a motion to adjourn, Member Furuto seconded. The meeting adjourned at 1:57 p.m.