STATE OF HAWAIʻI
OFFICE OF INFORMATION MANAGEMENT & TECHNOLOGY
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DRAFT

Meeting Minutes

Information Technology Steering Committee (ITSC)
January 23, 2014 at 10:00 a.m.
Kalanimoku Building
Comptroller's Conference Room 410
1151 Punchbowl Street
Honolulu, Hawaii 96813

Members Present:
Sanjeev "Sonny" Bhagowalia, Chief Information Officer, State of Hawaii
David Keane, Department of Human Resources Development, State of Hawaii
Kevin Thornton, Director, IT and Business Services Department, Judiciary
Kyle Yamashita, Member, House of Representatives, State of Hawaii
Liane Moriyama, Administrator, Hawaii Criminal Justice Data Center
Philip Mow, Director, Information Technology, Hawaiian Electric Company

Members Absent:
Jared Kuroiwa, Digital Director, KHON2 TV
Kiman K.L. Wong, Oceanic Time Warner Cable
Sterling Yee, Independent Consultant
Steve Smith, Interim VP/CIO, University of Hawaii

Other Attendees:
Brandon Onishi, Sr. Acct Manager, Hawaiian TelCom
Debra Gagne, Office of Information Management and Technology
Joanne Tachikawa, OIMT
Josette Knapp, OIMT
Lynn Denton, SAIC
Mark Lennon, Gartner
Matthew Wong, OIMT/ICSD
Peter Fritz, Public
Sharon Wong, ICSD
Valri Kunimoto, Deputy Attorney General
Allison Shimabukuro, Acct Manager, Hawaiian TelCom

I. **Call to Order**
   Chair Bhagowalia called the meeting to order at 10:10 a.m.

II. **Approval of Minutes – December 12, 2013**
   Member Mow moved to approve the December 12, 2013 minutes and Member Moriyama seconded. Vote to approve was unanimous.

III. **Testimony from the Public**
   There was no testimony from the Public introduced at the meeting.

IV. **CIO Updates**
   Chair Bhagowalia highlighted key program and project efforts underway, demonstrating progress and identifying challenges.

   a. Transform the Business
      i. Joanne Tachikawa presented information regarding the Enterprise Resource Planning (ERP) Program. Slides from her presentation are available at http://oimt.hawaii.gov/2014-it-steering-committee-meetins/.
      ii. Josette Knapp presented information regarding the Business Process Re-engineering (BPR) efforts as well as the Transformation Internship Program (TIP). Slides from her presentation are available at http://oimt.hawaii.gov/2014-it-steering-committee-meetins/.
   b. Modernize the Technology
      i. Sharon Wong presented information regarding Information Technology Infrastructure Updates. Slides from her presentation are available at http://oimt.hawaii.gov/2014-it-steering-committee-meetins/.
   c. Governance
      i. Lynn Denton from SAIC presented information regarding Enterprise Architecture. Slides from his presentation are available at http://oimt.hawaii.gov/2014-it-steering-committee-meetins/.
      ii. The Biennial report is being prepared by OIMT. The report will be published and distributed prior to the next meeting.

V. **Executive Session**
   Chair Bhagowalia asked for a motion to move into Executive Session pursuant to Section 92-5(a)(6), Hawaii Revised Statutes – to consider sensitive matters related to security. Member Moriyama moved to enter into Executive Session and Member Yamashita seconded the motion. The vote to move into Executive Session was unanimous. The Committee entered into Executive Session.

The Committee ended Executive Session at 11:27 a.m. and the Committee dissolved into open meeting at 11:28 a.m.

VI.   Next Meeting
Thursday, March 27, 2014

VII.   Adjournment
Member Moriyama made a motion to adjourn the meeting. Member Mow seconded. Vote to adjourn was unanimous. The meeting was adjourned at 11:32 a.m.