



STATE OF HAWAII
OFFICE OF INFORMATION MANAGEMENT AND TECHNOLOGY

P.O. BOX 119, HONOLULU, HAWAII 96810-0119
www.hawaii.gov/oimt

Information Technology Steering Committee (ITSC)

February 26, 2015

10:00-11:30 a.m. Kalanimoku Room 410

Meeting Minutes

Members Present:

Keone Kali, Chair, ITSC & State Chief Information Officer
Jared Kuroiwa, Digital Director, KHON2 TV
Clay Sato for Liane Moriyama, Administrator, Hawaii Criminal Justice Data Center
Kiman K.L. Wong, Director – Wireless, Home Phone,
IntelligentHome and Government Relations, Oceanic Time Warner Cable
Clyde Sonobe, Broadband Advisor, Research Corporation of the University of Hawaii
Kevin Thornton, Director, IT and Business Services Department, Judiciary

Members Absent:

David Keane, Data Processing Systems Manager, Department of Human Resources Development,
State of Hawaii
Kyle Yamashita, House of Representatives, State of Hawaii

Staff/Support

Debra Gagne, Office of Information Management and Technology (OIMT)
Valri Kunimoto, Deputy Attorney General
Keith DeMello, OIMT

Public Attendees:

Paul Wertheim, Public Consulting Group
Burt Lum, Hawaii Open Data
Derek Shigano, Budget Analyst, House Finance
Alison Shimabukuro, Hawaiian Telecom
Brandon Onishi, Hawaiian Telecom

A. Call to Order, Roll Call

Chair Kali called the meeting to order at 10:05 a.m.
Sign in sheet was distributed. Verbal roll call conducted and quorum was established.

B. Report from the CIO

1. Expansion of Transparency/Open Data
See transparency.hawaii.gov. By Statute, Budget and Finance, Department of Accounting and General Services and the Department of Taxation are required

to publish data. Checkbook level data is now available to meet the requirements for the Public Information Research Group (PIRG) annual assessment.

2. Launch of HRMS

A 4-month project to complete a 6-version update of PeopleSoft and to move the Human Resource Management System into the Government Private Cloud (GPC) has been completed successfully. The next milestone is employee self-service capability.

3. Enterprise Email Initiative

All the features of Office 365 have been enabled including OneDrive. To date approximately 3,300 accounts have been activated. Financial analysis indicates that O365 is saving the State close to \$4 million over Lotus Notes fees.

4. Statewide Network Infrastructure

See Network topology handout. With diversity of paths and routes the network is built out to achieve four 9s availability with no single point of failure. The University of Hawaii, Department of Education and the State are on separate networks. Currently all Internet goes through Oahu. Plans are in place to change that configuration.

5. Enterprise Architecture Tool

Troux software is being used as the Portfolio Management Tool for the State of Hawaii. The tool has extensive reporting capability covering IT investment information.

6. UIPA Digital Form and Fulfillment

A project to modernize UIPA requests is being initiated. Implementation is pending a grant from the Hawaii Community Foundation.

7. Interim Asset Management Online

Phase I of the Asset Management Project was completed November 14 with the development of the application. Phase II, now ongoing, is to upload asset data from all Departments. The system is integrated with GIS for online mapping capability.

8. Interim Time and Attendance Reporting

A replacement system for the Lotus Domino Time and Leave System (TLS) used by OIMT/ICSD is being written in Java. The system will be made available to other state departments and can reduce the manual data entry currently required to process time reporting documents such as time sheets, G1s and D55s.

9. Website/Document Accessibility Project

State websites have been redesigned for accessibility. Policies are being developed regarding the accessibility requirements for website content such as .pdf documents, images, etc. Training for Department/Agency website content creators will be key. OIMT is providing guidance and facilitating accessibility requirements with appropriate tools for content providers to use.

C. Legislative Update

1. HB 651 – Deferred indefinitely
2. SB 1000 – Also deferred, this bill proposed the internal reorganization of ICSD/OIMT into a unified division under DAGS
3. Miscellaneous bills being tracked covering broadband, PII, security and non-compete clauses for Tech workers.

D. Items for Committee Open Discussion

1. Member Sonobe motioned that the IT Steering Committee meeting schedule be changed to one meeting per quarter and to repurpose the agenda to focus on Advisory issues related to strategy and prioritization. Discussion suggested that the triage and operational information is good but that the committee would add more value by focusing on mission-aligned issues and looking forward strategy. The motion was seconded by member Sato. The vote on the motions was unanimous. It was suggested that discussion of meeting frequency be deferred until April 2015.
2. Vacancies on Committee. With the resignation of David Lassner and Philip Mow we have two Senate appointed vacancies on the IT Steering Committee as well as a Governor-appointed vacancy. Garrett Yoshimi, who used to be on this committee, has accepted the UH CIO position that David Lassner previously held and will likely be appointed by the Senate.

E. Consent Agenda

Minutes

1. January 22, 2015 minutes. Motion was made by Chair Keone Kali and seconded by member Kevin Thornton to approve the minutes with minor formatting revisions noted by Valri Kunimoto. Vote to approve was unanimous. It was recommended that minutes be sent to the members in advance of the meeting.

Consent Agendas

2. Consent Agenda for February 2015. Motion was made by member Kevin Thornton and seconded by member Kiman Wong to approve the consent agenda as presented. Vote to approve was unanimous. It was suggested to add a link to the consent agenda to the OIMT newsletter as well as adding additional descriptive information to consent agenda items until such a time as the reporting available from Troux replaces the need for the consent agenda report.

F. Committee Synopsis and Other Reports

Committee information is available on their respective websites.

G. Next Meeting

Thursday, April 23, 2015, 10:00 a.m.

H. Adjournment

Member Kiman Wong made a motion to adjourn. Member Kevin Thornton seconded the motion. There was no further discussion. Vote to adjourn was unanimous. The meeting adjourned at 11:22 a.m.

DRAFT