

**NEIL ABERCROMBIE**  
GOVERNOR



**STATE OF HAWAII**  
**OFFICE OF INFORMATION MANAGEMENT & TECHNOLOGY**

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**SANJEEV "SONNY" BHAGOWALIA**  
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DEPUTY CHIEF INFORMATION OFFICER – BUSINESS TRANSFORMATION

**KEONE KALI**  
DEPUTY CHIEF INFORMATION OFFICER – OPERATIONS

**Information Technology Steering Committee (ITSC)**

**October 31, 2013**

**Meeting Minutes**

**Members Present:**

Sanjeev "Sonny" Bhagowalia, Chief Information Office, State of Hawaii  
Liane Moriyama, Administrator, Hawaii Criminal Justice Data Center  
Philip Mow, Director Information Technology, Hawaiian Electric Company  
David Keane, Department of Human Resource Development, State of Hawaii  
Jared Kuroiwa, Digital Director, KHON2 TV  
Sterling Yee, Independent Consultant

**Members Absent:**

Kevin Thornton, Director, IT and Business Services Department, Judiciary  
Kiman K.L. Wong, Oceanic Time Warner Cable  
Dr. David Lassner, Vice President for Information Technology and Chief Information Officer, University of Hawaii  
Kyle Yamashita, House of Representatives, State of Hawaii (alternate present for Representative Yamashita)

**Other Attendees:**

Valri Kunimoto, Deputy Attorney General  
Debra Gagne, Office of Information Management and Technology  
Peter Fritz, Public

**I. Call to Order**

Chair Bhagowalia called the meeting to order at 10:11 a.m.

**II. Approval of Minutes – September 26, 2013**

- a. Member Mow moved to approve the September 26, 2013 minutes and Member Yee 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**

The CIO highlighted key program and project efforts underway, demonstrating progress and identifying challenges. Discussion of Business Process Re-engineering (BPR) and Citizen Relationship Management was highlighted.

#### **a. Business Transformation**

- i. Josette Knapp presented information about the ePMO Business Process Re-engineering efforts. She highlighted the involvement of Business Transformation Representatives from across all State Departments, as well as the Transformation Internship Program.
- ii. Debra Gagne presented information about the Intranet Quorum system in use by the Governors' office and planned for use across the executive branch of the State of Hawaii. The system is a Citizen Relationship Management tool that includes workflow for Governor office activities, as well as request tracking, legislative monitoring and dashboard reporting.

#### **b. Technology Modernization and Consolidation**

- i. Infrastructure upgrades continue including enhancements to the network which is currently at 99.84% availability.
- ii. Data Center sourcing efforts include preparation of a business case, assessment of options, site evaluation and selection. The preparation of a RFP for a Shared Services Center/Data Center is underway.

#### **c. Governance**

- i. Chair Bhagowalia provided information regarding the BYOD (Bring Your Own Device) direction communicated within the executive branch of the State of Hawaii Government. The current security and privacy posture of the State of Hawaii does not support an environment where BYOD would be feasible for the State.
- ii. Chair Bhagowalia highlighted a Department of Health application for improved procurement using software entitled Contract Genie. This application included workflow, web interfaces and a relational database and provides simple-to-use features (similar to the Federal EZ-RFP system).
- iii. Chair Bhagowalia commended the Campaign Spending Commission for its newly developed dashboard application that provides a heightened level of openness and transparency in campaign contributions. The system will be available in the near future at the Hawaii Digital Government Summit. The application was modeled on work that Jared Kuroiwa previously assisted the Campaign Spending commission with and was developed in collaboration with Socrata Inc., using open data methodologies.

**V. Hawaii Digital Government Summit 2013**

- a. Scheduled for November 21, 2013 at Hilton Hawaiian Village by the Center for Digital Government. The CIO encouraged all ITSC members to attend and will solicit further participation by the CIO Community and their staff. An Agenda is available on the Web. ADA Accommodation concerns were raised and Chair Bhagowalia indicated the issue would be referred to the Center for Digital Government, a private company, who is managing the event logistics.

**VI. Next Meeting**

- a. Wednesday, November 20, 2013

**VII. Adjournment**

- a. Member Mow motioned to adjourn the meeting. Member Yee seconded. Vote to approve was unanimous. The meeting was adjourned at 11:25 A.M.