



STATE OF HAWAII
OFFICE OF INFORMATION MANAGEMENT AND TECHNOLOGY

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

DRAFT
Information Technology Steering Committee (ITSC)
May 22, 2014
10:00-11:30 Kalanimoku Room 410
Meeting Minutes

Members Present:

Keone Kali, Chair, ITSC & State Chief Information Officer
David Keane, Department of Human Resource Development, State of Hawaii
Jared Kuroiwa, Digital Director, KHON2 TV
Liane Moriyama, Administrator, Hawaii Criminal Justice Data Center
Philip Mow, Director Information Technology, Hawaiian Electric Company
Kevin Thornton, Director, IT and Business Services Department, Judiciary
Kiman K.L. Wong, Oceanic Time Warner Cable
Kyle Yamashita, House of Representatives, State of Hawaii
Sterling Yee, Independent Consultant

Members Absent:

Steve Smith, Interim VP/CIO University of Hawaii

Visitors

Forest Frizzell, Office of Information Management and Technology
Debra Gagne, Office of Information Management and Technology
Valri Kunimoto, Deputy Attorney General
Mark Lennon, Gartner Consulting
Sean McAfee, U.S. Department of Homeland Security

Public Attendees:

Allison Shimabukuro, Acct Manager, Hawaiian TelCom
Paul Wertheim, PCG Technology Consulting

A. Call to Order, Roll Call

Chair Kali called the meeting to order at 10:04 a.m.
Sign in sheet was distributed. Verbal roll call conducted.

B. Presentations

1. Mark Lennon of Gartner provided an overview of the Interim Data Center Strategy and the Government Private Cloud roll out status.
2. Sean McAfee from the Federal Department of Homeland Security shared information about the 2 week Cyber Security hygiene assessment they will be doing for the State

at no cost. Scans of Public IP addresses will include a report showing ranked vulnerabilities and mitigations. Additional non-intrusive penetration testing is also available upon request.

C. Oral Communications

1. No comments from the public were submitted
2. Chair Kali introduced a new member of the OIMT staff, Forest Frizzell. Forest previously held positions as CIO with the Hawaii Community foundation and Deputy CIO for the City and County of Honolulu. Forest joins the OIMT team as the Business Transformation Officer and will be working on special projects for the CIO such as automation and development of the 6 year budget plan.

D. Items for Committee Open Discussion

Governance

1. A memo will be issued to Department Directors asking for them to officially name their representatives to the CIO Council.
2. A revised CIO Council Charter is being drafted and will be made available to this committee when ready.

Strategy and Implementation

3. MicroSoft 3 year fixed Enterprise License agreement, including support and maintenance, is nearly complete
4. Esri 3 year fixed unlimited user Enterprise License agreement, including support and maintenance, is nearly complete
5. VMware agreement is already in place
6. Oracle remains to be addressed

Technology Standards & Policies

7. About five policies are ready to be voted on by the working group

Reporting and Transparency

8. PIRG previously graded the State of Hawaii "F" for fiscal and procurement transparency. With the launch of the <http://www.transparency.hawaii.gov> site the States' grade improved to a "C" Additional enhancements to the site will include a CheckBook level of detail application.

Information Access and Connectivity

9. A four part Gartner assessment is being led by Sonny Bhagowalia, Chief Advisor for Technology and Cyber Security, to map State of Hawaii cyber security readiness to the National Institute of Standards framework.

Broadband

10. The State Capacity Plan is being reviewed and revised with DCCA in conjunction with NTIA grant funding.

E. Consent Agenda

1. Detailed review of requests to proceed with IT acquisitions greater than \$100,000(AD 11-02); all requests to procure IT goods and services (T-205's); Telecommunications requests (TR's) and Technology purchase orders (PO's) that has been vetted through the CIO Council a week prior to this committee meeting.
2. This level of analysis will aid in preparing the 6 year IT financial plan for the State. Preliminary data suggests the monthly IT spend is approximately 12 million dollars.
3. Member discussion raised several issues.
 - Member Moriyama expressed concern that ITSC approval if IT acquisitions may hold up processes up to a month.
 - Member Mow suggested that the volume of data may be more manageable if items were highlighted as possibly high profile, high risk or high impact.
 - Member Wong commented that being unfamiliar with the State some of the descriptions were difficult to decipher exactly what was being acquired. It was suggested that as much as possible that we summarize items and describe them in executive summary form.
 - Member Moriyama expressed concern regarding the amount of information being publicly shared if we added side notes to consent agenda entries. Chair Kali responded that we would share the facts regarding IT procurements but that opinions and editorial comments would be verbal.
4. Motion to approve the Consent Agenda
Chair Kali motioned to approve the Consent Agenda. Liane Moriyama seconded. There was no further discussion. Vote to approve was unanimous.
5. Approval of Minutes – March 27, 2014
Chair Kali motioned to approve the March 27, 2014 ITSC minutes. Sterling Yee seconded. There was no further discussion. Vote to approve was unanimous.

F. Continued and New Business

Member Thornton suggested that one possible data point for IT expenditure review could be to ask each Department for their FY15 Expenditure Plan

G. Committee Synopsis and other Reports

Committee information is available on their respective web sites.

H. Executive Session

There was no executive session needed at this meeting

I. Other Business

No other business was brought up

J. Next Meeting

Thursday, June 26, 2014, 10:00 AM

K. Adjournment

Chair Kali motioned to adjourn. Philip Mow seconded. There was no further discussion. Vote to approve was unanimous. The meeting adjourned at 11:32 p.m.