



OFFICE OF ENTERPRISE TECHNOLOGY SERVICES

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Information Technology Steering Committee
December 19, 2017, 2:00 p.m.
Kalanimoku Building, Room 410
1151 Punchbowl Street
Honolulu, Hawai'i 96813

Meeting Minutes

Members Present	
Name	Affiliation
Nacapuy, Todd (Chair)	Office of Enterprise Technology Services (ETS)
Ancheta, Benjamin Jr.	Ekahi Health System
Kuroiwa, Jared I.	KHON2
Nakaoka, Aryn	Tri-net Solutions
Nishida, Michael	First Hawaiian Bank
Sakuda, Christine	Transform Hawai'i Government
Taguchi, Kelly	Spectrum
Thornton, Kevin	Hawai'i State Judiciary
Yamashita, Rep. Kyle	State Representative
Yoshimi, Garret	University of Hawai'i

Other Attendees	
Name	Affiliation
Kunimoto, Valri	Dept. of the Attorney General
Hoang, Vincent	ETS
Omura, Todd	ETS
Otsuji, Michael	ETS

- I. Call to Order**
Chair Nacapuy called the meeting to order at 2:00 p.m. Quorum was established with ten members present. *Note: The ITSC requires at least six members to establish quorum and take official action.*
- II. Announcements**
None.
- III. Public Testimony on Agenda Items**
No written testimony received.
- IV. Permitted Interaction Group Report and Recommendations on Methodology for the Evaluation of the Chief Information Officer**

The Permitted Interaction Group (PIG) met to create the metrics to evaluate the CIO and presented its report at the November 20, 2017 meeting. Member Ancheta moved to adopt the metrics as amended to evaluate the CIO, which was seconded by Member Sakuda. Vote was taken, motion passed with nine ayes, one abstained (Nacapuy).

Chair Nacapuy reviewed the 31 metrics that the evaluation will be based on. ETS staff was present to provide further explanations. The final scoring will be based on consensus among the committee members.

V. Executive Session

Pursuant to Hawai'i Revised Statutes (HRS) section 92-5(a)(2), to consider the evaluation of an officer and, pursuant to HRS section 92-5(a)(6), to consider confidential matters relating to the security of State information technology infrastructure and resources, Member Kuroiwa made a motion for the ITSC to enter into Executive Session, which was seconded by Member Ancheta. The motion passed unanimously at 2:03 p.m. and the Committee met in executive session.

VI. Results of Evaluation of Chief Information Officer

The public meeting reconvened at 4:05 p.m.

Member Ancheta made a motion to adopt the committee's report on the evaluation of the CIO, which was seconded by Member Nishida. Vote was taken and the motion passed unanimously. Member Ancheta reviewed each metric item with a letter grade. Comments were provided for items that were scored below an "A". An "I" score was given if there were outside influences that affected the metric which was beyond the CIO's control. The metrics were for the 2017 calendar year. The average grade for each section were reported as follows.

- IT Governance: A
- IT Workforce Development: B. Focus on hiring and filling vacancies.
- Cybersecurity: I. Complete staffing; develop and implement plans.
- Enterprise Projects & Programs: B. Kolea delays from federal government; external impacts from SPO and federal government; high-risk projects require significant attention.
- Services-Oriented Infrastructure: B. Did not factor in item number 20, "Government Private Cloud/Cloud Services, which received an "F". Committee considered it a cancelled project since migration will not take place.
- Open Data: I. Increase priority of Open Data Projects.
- Cost-Transparency: B. Improve department roadmap and strategic plan consistency across departments, create standards for departments.

The Committee gave the CIO an overall letter grade of B minus. Member Nishida made a motion to adopt the evaluation as presented, which was seconded by Member Yoshimi. Vote was taken and the motion passed with nine ayes, one abstained (Nacapuy). Chair Nacapuy thanked the Committee for their time.

VII. Good of the Order

The next regularly scheduled (quarterly) meeting is on Thursday, February 22, 2018, 1:30 p.m.

