DRAFT

Members Present
Christine Sakuda, Chair, CIO, Office of Enterprise Technology Services (ETS)
Senator Sharon Moriwaki, State Legislature
Eugene Chang, IEEE Computer Society, Hawaii Chapter
Arnold Kishi, Center for Internet Security, MS-ISAC
Benson Choo, Finance Factors
Michael Nishida, First Hawaiian Bank
Mai Nguyen Van, Judiciary
Bill Kumagai, Transform Hawaii Government (THG)
Garret Yoshimi, University of Hawaii
Amy Peckinpaugh, Hawaii State Department of Education

Members Excused
Representative Kyle Yamashita, State Legislature
Marcus Yano, CBTS Hawaiian Telcom
Joel Kumabe, Ohana Pacific Health

Staff
Candace Park, Deputy Attorney General
ETS: Joanna Lee, James Gonser, Kelli Wang, Todd Omura, Tom Ku, Juha Kauhanen, Jussi
        Sipola, Brian Frey

Guests
Michelle Chrissy Kuahine
18084260000 (Unverified guest)
Lynn Finnegan
Burt Lum
Cody Rex
Sean McLaughlin, Media Council
Chung Chang, DBEDT - HBDEO

I.   Call to Order; Roll Call

        The meeting was called to order at 3:00 p.m. Quorum was established and roll call taken.

II.   Public Testimony

        Sean McLaughlin introduced himself as someone involved in media access and
        broadband access, mentioning his role with the Public Utilities Commission and the
        California Teleconnect Fund. He also expressed his support for the IT Steering Committee
        (ITSC) and offered his assistance in their efforts, emphasizing his interest in digital equity
        and efficient government.

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III.   Legislative Updates

   a.   Provide an update on the bills the Office of Enterprise Technology Services (ETS) is tracking and GM 641 regarding Christine Sakuda confirmation.

Chair Sakuda informed the committee about Governor's Message 641 (GM 641), regarding her confirmation as Chief Information Officer (CIO), mentioning the public hearing that was held in the Senate and expresses her gratitude to all the support and encouragement she has received. Chair Sakuda emphasized the critical role of the ITSC in supporting the CIO and advancing the state IT strategic plan.

James Gonser, ETS Public Information Officer, updates the Committee on the bills that ETS is tracking. The legislature just passed halfway and out of the 3172 bills submitted, 762 or about 24% of them are still alive.

   1.   The budget bill is something ETS is tracking and it just moved from the House to the Senate.

   2.   H.B. 934 relating to the Hawaii broadband and digital equity office. Transfers the Hawaii Broadband and Digital Equity Office from DBEDT to ETS within DAGS.

        Member Kishi inquired about the potential increase in workload for the ITSC due to the broadband bill. Gonser explained that overseeing four employees from the broadband office would require outreach to the community, an area where ETS lacked experience, and the hope is that the Broadband Office will be able to oversee these. Chair Sakuda and Vice Chair Yoshimi reiterated the need for adequate funding to support any new initiatives.

        Member Nishida questions if the reason behind the office moving is for ETS, as a technology group, to help move the broadband initiatives forward. Vice Chair Yoshimi explains that the move is a consolidation initiative in hopes that it will bring the governance of the elements together, brought forth by the Lieutenant Governor.

        Guest Sean McLaughlin commented that the Lieutenant Governor offered in her testimony to provide the legislature with an overview of broadband related activities of all State departments. McLaughlin believes that it is important that this information is shared with the ITSC.

   3.   S.B. 742 relating to data sharing. Establishes a Data Sharing and Governance Working Group within ETS. The Working Group shall consist of eighteen members and will review the adequacy of departmental data sharing and recommend an ongoing data-sharing governance structure.

IV.   Consolidation Plan Update

   a.   Provide an update on the State IT Consolidation Preliminary Progress Report and Recommendations.

Chair Sakuda emphasized the importance of collaboration with departments to optimize resource utilization and improve service quality while enhancing cybersecurity and regulatory compliance

Juha Kauhanen, ETS Business Architect, presented the consolidation plan's goals, emphasizing the importance of shared services and the need for collaboration with department leaders to create a meaningful plan.

- Act 179 (SLH 2022) established a phased consolidation of Executive Branch IT services to improve efficiency, cybersecurity, resource optimization, and regulatory compliance.

- Act 173 (SLH 2024) expanded requirements including critical systems categorization, hosting standards, and IT workforce strategies.

- Goals:

  - Improved efficiency and service quality
  - Optimized resource utilization
  - Enhanced cybersecurity and compliance

- Final comprehensive plan due December 2025 for 2026 legislature.

Kauhanen outlined the principles guiding the consolidation effort focusing on delivering value rather than merely consolidating for its own sake.

1. Strategic consolidation based on value and departmental needs
2. Respect departmental autonomy while optimizing statewide services
3. Evolve departmental IT roles toward strategic business enablement
4. Continual rationalization and optimization

The working group composition would include both IT leadership and business leaders from departments to ensure comprehensive input. The brief approach for 2025 planning:

1. Working group oversight: progress reviews and strategic decision-making.
2. Executive-level participation in the working group: ensure alignment with departmental priorities, strengthen strategic oversight and accountability, and enable executive-level ownership and buy-in.
3. ETS work: create workshop materials and frameworks, draft deliverables, and finalize report and plan based on input and feedback.
4. Collaborative planning and working sessions: large scale workshops and focused sessions per subject matter.

Member Kumagai questions the role and level of interaction for the ITSC. Will the committee monitor or guide along the way?

Chair Sakuda responds that the ITSC advises the CIO and ETS on significant initiatives, including the state IT strategic plan and Chair Sakuda acknowledges the need for clarity in the committee's role to avoid wasting members' time and stresses the importance of ongoing communication and input from ITSC members as plans progress throughout the year, ensuring adherence to sunshine rules and proper engagement. Guest Kauhanen comments that in Act 179 (SLH 2022), the CIO may invite anyone to join the working group in addition to the departments assigning one member each.

Member Chang expressed the need for materials to be presented earlier to the committee, emphasizing that late comments are less useful.

Chair Sakuda acknowledged the late distribution of meeting materials but assured that efforts would be made to send out the agenda and packet a week in advance for better preparation.

V.   IT Steering Committee (ITSC) Priorities

a. Discuss priorities the ITSC will focus on in 2025 and have an open discussion referring to the posted IT Strategic Plan and the Consolidation Report.

Christine opened the discussion on ITSC priorities for 2025, with members expressing interest in supporting cost-sharing, efficiencies, and improving vendor and contract management. The ITSC advises the CIO and ETS on significant initiatives, including the state IT strategic plan. Chair Sakuda acknowledges the need for clarity in the committee's role to avoid wasting members' time and stresses the importance of ongoing communication and input from ITSC members as plans progress throughout the year, ensuring adherence to sunshine law and proper engagement.

Member Peckinpaugh expressed interest in improving vendor and contract management, which she identified as a weakness in the Department of Education. Member Peckinpaugh emphasized the importance of collaborative discussions to address these needs and suggested that resources could be shared among departments. Chair Sakuda acknowledged Amy's insights and proposed creating a subgroup within the ITSC to further explore these issues and engage with ETS leadership.

Member Chang commented on the significance of framing project opportunities early in the process to avoid missing crucial insights and to enhance project outcomes. Member Kumagai raises concerns about the limitations in vendor and contract management due to statutory constraints, suggesting the need for collective wisdom to navigate these challenges.

Member Kishi notes the group's consensus on contributing within the constraints of the Sunshine law, highlighting the possibility of collaboration without formal meetings. Member Kishi suggests that individuals can engage in discussions and support initiatives while adhering to legal requirements, emphasizing the importance of early involvement and harnessing enthusiasm for collective efforts.

Member Choo expresses his struggle with adding value and suggests that documenting opinions and measurements could enhance their contributions and emphasizes the importance of sharing experiences to manage risks and provide oversight. Chair Sakuda inquires about specific interests, particularly in areas like IT and vendor management and proposes sending information to the committee for feedback on policies or guidelines, indicating a collaborative approach to improve processes. Continuing the comment, member Chang highlighted the need for quantitative goals in the documents reviewed, expressing concern over their lack of measurable metrics. Chair Sakuda acknowledged this issue, stating that the ETS team aims to establish higher-level plans with actionable metrics to facilitate measurement and evaluation.

Member Peckinpaugh highlights the difficulties faced in negotiating with vendors due to existing procurement rules, which can lead to misunderstandings about project scopes and requirements. There is a call for reviewing and possibly revising statutes and administrative rules surrounding procurement to allow for more flexibility and improved results in vendor relations and project execution.

The document discusses the challenges faced in procurement processes, particularly regarding contract negotiations where terms are often non-negotiable. Member Nguyen Van highlights the inefficiencies and time wasted during the challenges faced in procurement processes, particularly regarding contract negotiations where terms are often non-negotiable. Chair Sakuda expresses similar struggles with specific contracts, such as those for the state of Hawaii. It is noted that the importance of addressing these issues to improve vendor management and contract handling.

Vice Chair Yoshimi suggests involving Bonnie from SPO to explore engagement strategies. Chair Sakuda emphasizes the need to address vendor contract management as a critical action item and invites ITSC members to participate in discussions related to the IT consolidation plan and strategic initiatives. The conversation stresses the importance of maximizing collaboration opportunities between ITSC and other stakeholders.

VI.   Good of the Order

a. Announcements

Chair Sakuda announced the upcoming second annual Data and AI Summit in May being held at the Prince Hotel and encouraged ITSC members to attend.

b. Next Meeting: May 22, 2025

VII.   Adjournment

Chair Sakuda called for adjournment. With no objections, the meeting was adjourned at 4:19 p.m.