



Information Technology Steering Committee (ITSC)
December 11, 2025, Meeting minutes
Remote Meeting via Interactive Conference Technology
1151 Punchbowl Street, Conference Rm. 410, Honolulu, HI

Members Present

Christine Sakuda, Chair, CIO, Office of Enterprise Technology Services (ETS)
Eugene Chang, IEEE Computer Society, Hawaii Chapter
Bill Kumagai, Transform Hawaii Government (THG)
Arnold Kishi, Center for Internet Security, MS-ISAC
Senator Sharon Moriwaki, State Legislature
Garret Yoshimi, University of Hawaii

Members Excused

Representative Greggor Ilagan, State Legislature
Marcus Yano, Pacific Impact Zone Solutions
Miki Hardisty, 'Ōlelo
Benson Choo, Finance Factors
Joel Kumabe, Ohana Pacific Health
Mai Nguyen Van, Judiciary
Amy Peckinpaugh, Hawaii State Department of Education

Staff

ETS: Joanna Lee, Lisa Huang, Brian Frey, Jussi Sipola, Juha Kauhanen, Todd Omura, Matthew Nagatori, Sheila Oliveira, Sonny Kekipi, Joseph Lee, Vincent Hoang, Candace Park, Deputy Attorney General
Lynn Finnegan
Daniel Sierra

I. Call to Order; Roll Call

The meeting was called to order at 1:03 p.m. Roll call was taken; quorum was not established.

II. Review and Approval of the November 20, 2025, Meeting Minutes

Due to lack of quorum, approval of the November 20, 2025, minutes has been deferred until the next meeting.

III. Public Testimony

None.

IV. ETS CIO Annual Report Update

- a. In accordance with Hawaii Revised Statutes, Section 27-43, the Office of Enterprise Technology Services (ETS) and the Chief Information Officer (CIO), an annual report must be presented to the IT Steering Committee (ITSC), and to the Legislature no later than twenty days prior to the start of each regular legislative session. This report shall

comprise of updates on ETS activities and programs, progress of ITSC, status of the hawaii.gov mobile application, and detailed expenditures.

Chair Sakuda outlined the structure of the ETS CIO Annual Report draft:

- Financial/Operational Highlights: ETS annual expenditures ~\$50M across operations, governance, cybersecurity, data/AI, and workforce development. ETS positions and resources mapped to strategic goals; increased focus on data/AI, cybersecurity, and workforce development.
- Department IT Strategies: Significant progress: most departments now have department IT strategies, aligned to the State IT Strategy, with executive sign-off; one-page- summaries are being used and surfaced via ETS (LeanIX) for portfolio visibility.
- Project Governance & IV&V: Ongoing emphasis on Independent Verification & Validation (IV&V) reporting and statewide governance visibility on modernization projects.
- IT Consolidation Plan: Continued collaboration via the working group; Act, SLH 2024 and Act 79, SLH 2022 were referenced in context of recommendations to the Legislature (meeting noted additional working session upcoming).
- Recognition: Hawai'i's Digital States Survey (2024) grade noted as A-.
- Process: The draft report is in progress and not yet posted publicly; it was distributed to members in the agenda/packet and will be re-shared for convenience.

Member Moriwaki asked if all departments that have large projects have separate IV&V contracts? Is there one statewide RFP?

Chair Sakuda explained that legislation authorizes ETS to administer IV&V for large IT projects. The CIO works with the IT Governance Committee and departments to determine which projects qualify. For qualifying projects:

- ETS issues an RFP process where multiple vendors can bid;
- Vendors are selected based on ETS standards developed in partnership with departments;
- The chosen vendor works directly with the department during implementation to conduct IV&V; and
- IV&V reports posted on the ETS website may differ in format because multiple vendors are used, not a single statewide vendor. This approach ensures oversight for major modernization projects and flexibility in vendor selection.

V. Good of the Order

Daniel Sierra from Andrew's Technology gave a public testimony. He proposed adding a specialized time and attendance layer to strengthen the existing Hawaii Pay payroll system. Key points:

- Current challenge: manual timesheets and patchwork solutions feeding Hawaii Pay create inefficiencies and risk.
- Solution: A platform that captures time once accurately; integrates with Hawaii Pay for payroll, leave, and reporting; eliminates re-keying and reduces off-cycle corrections.
- Features:
 - Mobile punching with GPS/geofencing for field crews;
 - Rules engine to model union contracts and agency policies;
 - Integrated accrual management for accurate balances; and
 - Public safety scheduling for rotating shifts and minimum staffing.
- Benefits:
 - Risk reduction (audit findings, wage/hour compliance);
 - Efficiency gains (less manual cleanup, freeing skilled staff); and
 - Real-time labor data by agency, island, project, and grant for better budgeting and reporting.

Guest Sierra requests a follow-up working session to demonstrate a real use case (e.g., Department of transportation crew or public safety schedule) and quantify impact in terms of errors avoided and risk reduced to make Hawaii Pay the foundation of a modern statewide workforce platform without replacing it.

a. Announcements

Chair Sakuda gives appreciation to ETS staff and ITSC members for the constant work and attendance.

b. Next Meeting: February 26, 2026.

Chair Sakuda reminds the members that the next scheduled meeting is on February 26, 2026.

VI. Adjournment

With no quorum, meeting adjourned without motions at 2:00 p.m.