



DATA TASK FORCE MEETING - DRAFT
September 16, 2024

Meeting was held via Microsoft Teams (videoconference interactive conferencing technology).
Physical location: 1151 Punchbowl Street, Conference Room 410, Honolulu, Hawai'i

Members Present

Rebecca Cai, Office of Enterprise Technology Services (ETS)
Mai Nguyen Van, Judiciary
Timothy Hosoda, Department of Education
Phan Sirivattha, Department of Human Services
Steve Sakamoto, Department of Health
Sandra Furuto, University of Hawai'i
Thomas Lee, Hawai'i Data Collective
Kaimana Walsh, Hawai'i Green Growth
Representative Amy Perruso, State House
Torrie Inouye, Bank of Hawai'i

Members Excused

Dr. Eugene Tian, Department of Business, Economic Development and Tourism

Other Attendees

ETS: Shelby Albertson, Javzandulam Azuma, Susan Bannister, Juha Kauhanen, Joanna Lee,
Kyle Makanui
Dulce Belen
Jeff Hickman
Clayton Lewis
Derek Vale
Brian

I. Call to Order

Roll call was taken. With quorum established, the meeting was called to order at 3:00 p.m.
Chair Cai welcomed new member, Phan Sirivattha, who will represent the Department of Human Services.

II. Public Testimony

None.

III. Review and Approval of the March 18, 2024 and June 17, 2024, Meeting Minutes

Member Van made a motion to approve the minutes as presented, which was seconded by Member Rep. Perruso. A vote was taken and passed unanimously.

IV. Data Task Force Charter Review and Approval

Member Van made a motion to approve the Charter as presented, which was seconded by Member Rep. Perruso. A vote was taken and passed unanimously.

V. Progress Update

- Data Quality Standards - Review & Approval. Member Lee made a motion to approve the standards as presented, which was seconded by Member Rep. Perruso.
- Data Privacy Standards - Review & Approval. Deferred to the next Data Task Force meeting. Member Sirivattha commented that as a new member he would like time to review. Chair Cai recommended moving this item to the next meeting.
- Data and AI Glossary published on [State Data Office | Data and AI Glossary \(hawaii.gov\)](#) . Chair Cai reported that the Data and AI glossaries were added to the State Data Office website.
- Data Literacy Training published on [State Data Office | Data Literacy \(hawaii.gov\)](#) Training contents have been added to the State Data Office website. Assessment tests have been created for data literacy.

VI. Update from 21st Century Data Governance Task Force – Ethnicity Disaggregation

Derek Vale, Chief Data Officer with the Department of Health, gave a brief update on the task force.

- Ensure the committee identify what the potential issues and blockers are toward social determinants of health data standardization. What social determinants or values does the community have and how can the task force best reflect the reality of its population and sub populations.
- Current data is missing in many areas or data is incomplete.
- Need comprehensive consistent standards to ensure all populations are represented. How can the task force help agencies with the standardization.
- Need consistent standards for race, ethnicity, language, sexual orientation, gender identity, housing. Start with race and ethnicity and look at what those barriers are and work toward consistency across agencies with gathering and reporting of the information.

- Develop specific standards for the State and make recommendations to this task force.
- Will prepare a report with recommendations to the Legislature in December. The 21st Century Data Governance Task Force sunsets in 2025.

Chair Cai reported on a new federal law enacted in March 2024. Have five years to comply. She suggested sending a memo to departments informing them of this new requirement and requesting that they start collecting such data. Member Sirivattha added that there should be a mechanism for which departments can communicate with this Task Force. Chair Cai will draft a memo for members' review and comments.

VII. Senate Resolution (SR) 69 Action Plan Update

SR 69 wants to improve the State's open data portal by increasing and expanding the data sets available on the open data portal, centralize all open data sets of all state departments onto the open data portal, and continually update the data sets for accuracy and recency of publicly accessible data. [Opendata.hawaii.gov](https://opendata.hawaii.gov) would provide citizens all government open data.

Chair Cai has met with most departmental data leads. This group will form a data governance working group to share statewide best practices and use cases to ensure data consistency and quality across the departments. They have agreed on the approach but asked for guidelines regarding data to be replicated on opendata.hawaii.gov. Topics include data sets generated by the department, other data sets obtained by the department, data visualizations and reports, online searches. Chair Cai asked if recommendations should be made.

Member Rep. Perruso cautioned using strong language or making strong recommendations at the onset. Suggested ETS meet with the executive branch and Governor's Office. If data transparency is a priority, their support will increase the likelihood of legislation being introduced and provide funding for more transparency with open data. Chair Cai will follow up with his office.

Member Sirivattha commented on the complexity of defining data and Information sharing. Chair Cai recommended focus on specific use cases that can add value to the citizens. Discuss which departments are involved, what datasets are involved, any definitions that might vary across departments. Hope to come together and have a road map of the different use cases at each department and different data sets involved.

Mr. Vale added that as each use case is developed the team can move on to another. It will take a while to have a standardization. Member Inouye suggested picking a narrower use case where parties are motivated to collaborate.

VIII. Data Team Participation in the Hawaii Code Challenge

The ETS Data Team will be participating in the Annual Hawaii Code Challenge that kicks off on October 12, 2024.

IX. Announcements

Next meeting is on December 16, 2024.

X. Adjournment

The meeting adjourned at 3:50 p.m.