

21st CENTURY DATA GOVERNANCE TASK FORCE

Established under

Act 136, Session Laws of Hawai'i (SLH) 2023 and S.R. 150 S.D.1 (2024)

September 25, 2024 Meeting Minutes – DRAFT

Hawai'i Dept of Health | 1250 Punchbowl Street. Rm 250 | Honolulu, HI 96813

Members Present:

Carla Hostetter (OHA), Chantelle Matagi (NHPI-3R), Claire Prieto (DOH), Derek Vale (DOH), Kara Plamann Wagoner (UH), Lisa Watkins-Victorino (EDU), Malia Taum-Deenik (DHS), Mary Alice Evans (OPSD), Rebecca Cai (ETS)

Other State Agency/Organization Staff and the Public: Phan Sirivattha (DHS), Nandana Kalupahana (House Finance Committee), Josh Quint (NHPI-3R), Dulce Belen (DOH), Lance Ching (DOH), Ka'imipono Hanohano, Timothy Hosoda (DOE), Jaysha Alonzo, Karling Wong, Kimberly Williams (DOH)

I. Call to Order/Roll Call/Public Notice Quorum

- The meeting was called to order at 10:03 AM by Derek Vale, Chair.
- Chair welcomed the taskforce members and guests.
- To ensure accurate roll call and recording, attendees were asked to enter their names and organization in the chat.

II. Approval of Meeting Minutes of September 25, 2024

- Meeting minutes was shared on the screen for review and approval. Minutes were approved.

III. Welcome from 21st Century Data Governance

A brief overview of the legislative request per prior Act 136 and current SR150 was provided. This request focuses on the collection of Social Determinants of Health (SDOH), including race and ethnicity, language barriers, housing conditions and access, sexual orientation and gender identity (SOGI), and other demographic indicators.

The 21st Century Data Task Force is charged with the significant task of creating

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and implementing inclusive data standards, particularly for race and ethnicity values and other social determinants of health data. Despite the final report's submission marking the end of the task force work, the team intends to continue meeting and making recommendations. The overall goal is to collaboratively develop these standards and put them into action troug

IV. **Announcement of additional Task Force members & recommendations** (action item)

New members to the Task Force were welcomed:

- **Department of Education:** Lisa Watkins-Victorino, Director, Assessment and Accountability Branch
- **Department of Human Services:** Malia Taum-Deenik, Policy and Project Specialist
- **University of Hawaii:** Kara Plamann Wagoner, Director, Institutional Research, Analysis and Planning Office

Rebecca Cai, the State Chief Data Officer, which leads the Hawaii Data Task Force discussed the importance of communicating the need to implement the new federal requirements and ensuring state agencies start incorporating these changes. The Hawaii Task Force will distribute a memo to all state agencies about the new change. As a part of information gathering process and developing a roadmap, the State Data Task Force will reach out to the State of Indiana, which received funding and technical support to implement the new federal standards. Derek Vale was invited to join that committee call.

V. **Review and approval of Project Plan**

The project plan with key deadlines was shared, highlighting the following:

- **Survey administration:** October 8 – October 25
- **Survey results/findings:** November 20, 2024 (scheduled Task Force Meeting)
- **Submit report to DOH Director:** Week of December 01, 2024
- **Submit final report to Legislature:** December 26, 2024

Given the tight deadline, the 21st Century Data Governance Task Force must quickly gather all necessary information. The aim is to draft the report and determine the best

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approach to collect information without reviewing all data sets or systems from every agency.

A representative sample of two to three data system per agency was agreed upon as the best approach to understand what is available without overwhelming state agencies.

VI. Discussion and approval of communication plan on how to inform state agencies of pending data collection (action item)

Given the differing criteria and limitations each agency faces in collecting certain SDOH data, it was collectively agreed to simplify the survey and provide necessary references when needed. Here are the suggestions on the best way to inform and collect data without overwhelming state agencies:

- Use a representative sample of two to three data systems per agency to understand what is available without overwhelming state agencies.
- Address the memo to both the Director and the 21st Century Data Governance Task Force Representative.
- Provide a link to the new Federal Standards as reference on the memo or survey.
- Ensure the survey focuses on the legislature's requirements and is kept as simple as possible.
- Provide a 1-pager background information to go along with the memo, and a point of contact.

VII. Presentation and recommendations

Discussion revolved around the challenges of collecting Social Determinants of Health (SDOH) data without overwhelming state agencies or exposing sensitive information. Below are the key points from the discussion:

Key Discussion Points on SDOH Data Collection and Survey Format

A. Survey Clarity:

- Focus on data collection for race and ethnicity, language barriers, housing, SOGI (social orientation and gender identity), and geographic data.

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- Include how data is disaggregated and quality.
- Avoid detailed technical specifics.

B. Inclusive Terminology:

- Rephrase "GIS mapping values" to "geographic data collection."
- Provide definitions for clarity.

C. New Federal Standards:

- Align with the latest federal standards on race and ethnicity.
- Include educational materials on new standards.

D. Legislative Intent and Community Needs:

- Aim to address community needs for better data representation.
- Use data to identify program disparities and redesign services.

E. Representative Systems:

- Focus on the largest systems managed by agencies.
- Select three systems per agency for practicality.

F. Reporting Barriers and Challenges:

- Identify federal mandates, platform limitations, and resource constraints.
- Assess data quality and specific barriers to data collection.

G. Next Steps:

- Revise survey with feedback and provide educational resources.
- Solicit further feedback and finalize by next week.

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The goal is to create an effective, streamlined survey that sets data standards and addresses community needs, leading to better services for diverse communities.

VIII. Announcement(s)

The next meeting is scheduled for Wednesday, October 23, 2024. Although the survey collection will not be completed before the next meeting, a completion rate will be reported.

IX. Adjournment

The meeting was adjourned at 10:57 am.