

# 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)

## **November 20, 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), Derek Vale (DOH), Lisa Watkins-Victorino (EDU), Malia Taum-Deenik (DHS), Rebecca Cai (ETS)

### **Other State Agency/Organization Staff and the Public:**

Josh Quint (NHPI-3R), Dulce Belen (DOH), Timothy Hosoda (DOE), Thomas Lee, Arthur Buto (HSGP), Kimberly Williams (DOH), Phan Sirivattha (DHS), Tao Feng (UH), Claire Prieto (DOH)

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

- The meeting was called to order at 10:04 AM by Derek Vale and Rebecca Cai, Co-Chairs.
- Co-Chairs 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 October 23, 2024**

- Meeting minutes were shared in the chat for review and approval. Minutes were approved.

#### **III. Current Status on Project Timeline**

- SDOH Demographic Data Report Timeline slide provided and discussed
- Discussed the goal identified from the survey, to present key findings and primary issues for the assessment highlights in data practices to the Legislature.

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- Called out a need to ensure the Executive Summary pages are very clear to the Legislators.
- Discussed the need to finalize this report by the first week of December, to submit this to DOH Director for review
- Submission to Legislature is due 12/26, via the DOH Office of Planning and Director's Office.

## IV. Review of the Report to the Legislature (Meeting Packet Shared in Chat)

- Findings
  - The findings reflect previous legislative fact-finding directives on demographic data collection, processing, and usage.
  - Key issues identified in data practices include:
    - Inconsistent data collection
    - Need for standardization.
    - Heavy reliance on administrative records
    - Inconsistent application of standards
    - Barriers in data collections methods
  - The most commonly used systems submitted were Oracle and Microsoft.
  - Regarding SPD15, some programs are already collecting data at a granular level consistent with the federal standard, while others are unaware of the updated SPD15 standards.
  - There is a need for consistent categories and a specific standard for reporting multiracial data.
- Recommendations
  - Seven recommendations were identified overall. The taskforce suggested an immediate focus on the first two priorities—standardization and training—due to their critical importance for the implementation of SPD15.
  - Identified Priorities list:
    1. Standardize Data Collection Methods and Enhance Data Quality
    2. Enhance Training, Capacity Building & Educate on SPD15 Standards
    3. Establish Interagency Data Linkages
    4. Improve Data Sharing Protocols and Ensure Data Privacy
    5. Foster a Data-Driven Culture
    6. Increase Funding Resources for Data Use
    7. Statewide Standards Enforcement

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- Clarify timelines for adopting SPD15 updates.
- Communicate gradual implementation plans to state agencies.
- Suggest funding allocation to Legislature for setting standards, training, and implementation.
- Develop a statewide master record to prevent redundant data collection.
- Seek legislative authority for enforcement and cost estimates.
- Use DXP P20 project as an effective model for data exchange.
- Standardize multi-racial data collection and reporting.
- Ensure compliance by obtaining tools and resources and testing them with two agencies.
- Collaborate across state agencies for implementation plans.
- Prioritize short-term and long-term goals.

## V. Announcements

- Next Meeting is December 18, 2024

## VI. Adjournment

- The meeting was adjourned at 11:02 am