

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)

April 16, 2025 Meeting Minutes – DRAFT

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

Members Present:

Derek Vale (DOH), Lisa Watkins-Victorino (EDU), Carla Hostetter (OHA), Rebecca Cai (ETS), Malia Taum-Deenik (DHS)

Other State Agency/Organization Staff and the Public:

Dulce Belen (DOH), Arthur Buto (HSGP), Kimberly Williams (DOH), Claire Prieto (DOH), Lance Ching (DOH), Queen Smith (DOH)

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

- Chair Derek Vale called the meeting to order at 1:32 PM.
- Attendees were asked to enter their names and organizations in the chat for accurate roll call and recording.
- Public notice quorum was met.
- The Chair welcomed task force members and guests.

II. Approval of Meeting Minutes of March 24, 2025

- The minutes from the March 24, 2025, meeting were shared via chat for review.
- **Action:** Minutes were approved without amendments.

III. Status of SB742

- **Conference Committee:** Chairs have been updated.
- **Report Deadline:** Recommendation made to extend the report due date to the end of 2026; awaiting approval.
- **Support Request:** Request submitted for two additional staff to support ETS.
- **Task Force Transition:** Proposal to sunset the Task Force and transition to State Data Working Groups.

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- **SPD15 Compliance Timeline:**
 - Information to be received by September 2025.
 - Compliance deadline set for March 2029.
 - **Data Sharing Considerations:** Discussion on whether a data sharing agreement or a tool is needed to facilitate data sharing.
 - **Action Items:**
 - Agree on milestones, action items, and responsible parties.
 - **Responsible:** Task Force members.
 - **Deadline:** Next meeting (to be scheduled).

IV. Discussion and Recommendations

State Data Working Groups

- **Formation:** Need to identify participants from other state agencies and non-state entities to join the working groups.
- **Meeting Frequency:** Working groups will meet monthly.
- **Survey Development:**
 - Purpose: Assess existing systems and future projects for collecting ethnicity information, ensuring alignment with OMB Statistical Policy Directive 15 (SPD 15).
 - Proposed survey completion deadline: 1.5 months per group.
- **Data Standards:**
 - Highlighted the absence of state race and ethnicity data standards.
 - Consideration of broader surveillance systems to standardize data collection.
- **Goal:** Reduce reporting and collection burdens on agencies and individuals.
- **Action Items:**
 - Identify agencies and external members for working groups.
 - **Responsible:** Task Force members.
 - **Deadline:** Next meeting.
 - Develop a mechanism for secure information sharing with external members.
 - **Responsible:** Task Force, led by ETS.
 - **Deadline:** To be determined.

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Data Collection Forum Walk-Through

- **Presented by:** Dulce Belen (DOH).
- **Purpose:** Review the proposed form for collecting ethnicity data across systems.
- **Feedback:**
 - Task Force provided questions and suggested changes to the forum structure.
 - Need to define standards for the form (e.g., data categories, multiple race selection).
 - Confirm systems allow multiple race selections and report them accurately.
- **Action Items:**
 - Update the form based on feedback and share with the Task Force for review.
 - **Deadline:** To be determined.
 - Develop a list of data standards for the form (e.g., race categories, breakdown methods).
 - **Responsible:** Task Force members.
 - **Deadline:** Next meeting.
 - Identify systems unable to collect required data and report findings.
 - **Responsible:** All members.
 - **Deadline:** Next meeting

V. Adjournment

The meeting was adjourned at 2:25 pm