



Data Task Force
March 16, 2026, Meeting Minutes
Remote Meeting via Interactive Conference Technology
1151 Punchbowl Street, Conference Rm. 410, Honolulu, HI

DRAFT

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

Members Present

Rebecca Cai, Chair, Office of Enterprise Technology Services (ETS)
Representative Amy Perruso, State House
Kaimana Walsh, Hawai'i Green Growth
Mai Nguyen Van, Judiciary
Mary Blewitt, (temporary designee) Dept. of Business, Economic Development & Tourism
Nicholas Todd, Hawai'i State Department of Education
Sandra Furuto, University of Hawai'i
Steve Sakamoto, Department of Health

Members Excused

Dr. Thomas Lee, Hawai'i Data Collective
Torrie Inouye, Bank of Hawai'i

Other Attendees

Candace Park, Deputy Attorney General
Malia Taum-Deenik, Department of Human Services
Derek Vale, Department of Health
Caleb Wood, UHERO Data Portal
Fritz, Public member
Kendall M.
ETS: Christine M. Sakuda, Javzandulam Azuma, Joanna Lee, Bradford Baris, and Lisa Huang.

I. Call to Order; Roll Call

Roll call was taken and quorum established. The meeting was called to order at 3:00 p.m.

II. Public Testimony

None.

III. Review and Approve the Meeting Minutes of December 15, 2025

Chair Cai proposed for the approval of December 15, 2025 Data Task Force (DTF) Meeting Minutes. Member Sakamoto made the first move, and Member Van seconded the motion. No objections were raised and the Minutes were approved unanimously with no objections.

IV. Update of Data/ AI Bills

a. HB2114

Chair Cai summarized HB2114, which proposes a resident-facing benefit portal for real-time benefit eligibility and centralized data submission. The bill aims to reduce duplication and streamline benefit eligibility processes across departments. Technical implications include the need for master data management and integration across departmental systems.

Concerns were raised about ensuring business expertise remains with the departments managing benefit programs, especially regarding eligibility rules and resident inquiries. ETS previously provided testimony emphasizing the importance of departmental business expertise in program management.

b. HB2597

Chair Cai described HB2597, which would add a virtual assistant (chatbot) to the State's open data portal to improve transparency and resident access to information. The bill also includes provisions for an AI governance tool to ensure responsible AI use.

Discussion focused on the need for robust data governance, cataloging, and quality assurance, as well as transparency about data quality and ownership. The group discussed retention policies for chatbot conversation history, suggesting alignment with existing customer service retention guidelines, and considered the cost implications of storing chat data. The bill passed both chambers and is awaiting further hearings.

c. SB2673

Chair Cai explained SB2673, which supports the Office of Planning and Sustainable Development in establishing statewide permitting data standards. Counties would be required to provide publicly accessible permit data with monthly updates.

The Data Task Force's role would be to help formalize data standards, but members noted a lack of subject matter expertise in building permit data. ETS expressed willingness to support the process but clarified their limited role in standard creation.

V. Progress and Update on Tools Procured for Master Data Management, Data Governance and Data Lakehouse

Chair Cai reported that ETS procured IBM's Match 360 (master data management), watson x.data Lakehouse, and a statewide data governance platform. There is no extra charge for departments requesting to go on board the data governance platform. A co-creation approach is being used, starting with business problems and use cases (e.g., data sharing between Department of Corrections and Department of Human Services), rather than a tool-first implementation.

Chair Cai stated, upcoming sessions will demonstrate workflows for data owners and consumers, including access control, data sharing, and AI-augmented processes. IBM will provide training sessions: user/consumer workflows, “Bobasa” (AI agent) workshops, and “Build Agent in a Day” sessions. The tools are available for use, and departments are encouraged to discuss use cases with ETS.

Then Chair Cai led discussions on updating AI and data governance guidelines, including retention policies, best practices, mandatory training, and enforcement mechanisms, with input from Member Vale, Member Furuto, and other members on challenges and suggestions for improvement, such as adding a topic of governing AI tools proliferation with free tools, paid tools, tools built into exist. Hopefully, we would have a small use case at the first half of the year.

VI. Upcoming Data and AI Summit on May 13th, 2026: Data Task Force (DTF) Panel Participation

Chair Cai invited members to participate in the DTF panel at the upcoming summit, focusing on opportunities and challenges in data and AI. Chair Cai requested volunteers from various sectors (health, human services, education, private sector, judiciary) and asked members to email their availability and topic suggestions. Topics suggested for discussion include data retention, AI governance, cost implications of data storage, responsible AI use, and managing the proliferation of AI tools. Lisa Huang (with ETS) will assist with event logistics and panel preparation.

VII. Data & AI Governance Group

a. Update: Trainings Planned

Members shall provide Chair Cai input on best practices for AI governance and recommendations for updates to the AI guidelines, including data retention and mandatory training. Members shall brainstorm and compile all potential updates to the AI guidelines before the next quarterly review to minimize frequent revisions.

Members shall inform Chair Cai if an alternative date to June 15th for the next meeting would be preferable due to summer break conflicts. Members shall contribute thoughts or suggestions on governing the proliferation of AI tools (free, paid, built-in, cross-platform) for inclusion in the next AI guidelines update.

b. Discussion:

Data retention for AI chatbot conversations should align with existing business domain retention policies. Members discussed best practices for AI governance, including transparency, data quality, bias, and human accountability. Enforcement of guidelines

remains a challenge; some states use the Attorney General's office for enforcement, but practices vary.

Suggestions for updating AI usage guidelines include mandatory training, addressing proliferation of AI tools (free, paid, built-in), and ensuring guidelines are comprehensive but not overly burdensome to update. Members were encouraged to share best practices and suggestions for guideline updates before the next meeting.

VIII. Good of the Order

- a. Announcements: None.
- b. Next Meeting:

The next meeting is scheduled for June 15, 2026. Members were invited to suggest alternative dates if needed.

IX. Adjournment

Chair Cai made a motion to adjourn, which was moved by Member Sakamoto and seconded by Member Furuto. Meeting adjourned at 3:59 p.m.