

## Access Hawaii Committee Meeting Minutes

December 21, 2009

1:00 PM to 3:00 PM

Kalanimoku Video Conference Center

Kalanimoku Building

1151 Punchbowl Street

Honolulu, Hawai'i 96813

### Members Present

Russ Saito, Comptroller/Chairperson, Department of Accounting and General Services (DAGS)  
Debra Gagne, Administrator, DAGS/ICSD  
Aaron Fujioka, Administrator, State Procurement Office (SPO)  
Liane Kimura, IT Manager, Department of the Attorney General (AG)  
Kevin Thornton, IS Manager, designee for Department of Commerce and Consumer Affairs  
Kristilyn Kam, Data Processing Systems Analysts, designee for City and County of Honolulu (VCC)\*\*  
Burt Tsuchiya, IT Director, County of Hawaii (VCC)\*\*  
Mandi Swanson, IT Project Leader, designee for County of Kauai (VCC)\*\*  
Susan Underwood, Info. Mgmt. Section Head, designee for County of Maui (VCC)\*\*

### Members Absent

Lawrence Reifurth, Department of Commerce and Consumer Affairs-*represented by designee*  
Cathy Takase, Acting Director, Office of Information Practices  
David Maeshiro, CIO, Judiciary  
Eric Knutzen, CIO, County of Kauai (VCC)\*\*-*represented by designee*  
Gordon Bruce, Director, City and County of Honolulu (VCC)-*represented by designee*  
Jacob Verkerke, IS Manager, County of Maui (VCC)\*\*-*represented by designee*  
Senator David Ige, State Senate  
Representative Pono Chong, House of Representatives  
Kurt Kawafuchi, Director, Department of Taxation (DOTAX)

### Other Attendees

Sharon Wong, Data Processing System Manager, DAGS/ICSD  
Russell Suzuki, Deputy Attorney General, Department of the Attorney General  
Russell Castagnaro, General Manager, Hawaii Information Consortium (HIC)  
Janet Pick, Project Manager, Hawaii Information Consortium (HIC)

*\*\*Participated via videoconference center (VCC)*

#### **I. Call to Order – Welcome and Introductions**

Chairperson Saito called the meeting to order at 1:08 p.m., at which time quorum was established and introductions made.

#### **II. Review and Approval of the October 2, 2009 Meeting Minutes**

Debra Gagne initiated a motion to approve the October 2 meeting minutes; Aaron Fujioka seconded the motion. Meeting minutes were approved.

#### **III. Hawaii Information Consortium**

**Russell Castagnaro, General Manager**

##### **1. General Manager's Report**

Russell Castagnaro reviewed the General Manager's Report which covers the months of October and November. If there are any questions on the Google Analytics reports, please ask Russell.

**2. Discussion of new applications**

HIC is beginning discussions with DOFAW on an online permitting service.

**3. Review of project list**

The project report is included as part of the meeting packet.

**4. Review of open ticket reports (Mantis)**

Contact HIC if there are any questions on this report.

**5. Approval of new Statement of Works (SOWs)**

No action at this time.

**IV. Demo eBench Warrant Application**

**Russell Castagnaro**

Janet Pick, HIC Project Manager for the eBench Warrant Application, gave a demonstration of this application. HIC worked with the Judiciary on this online bench warrant system which launched in March. Oahu and Maui are operational and in first quarter of 2010, they hope to bring on Kauai and Hawaii. The system allows searches of various criteria and uses Google maps. The Sheriffs tripled the number of arrests using this system. The system provides various reports and dynamic lists so that once a person is served, the person will be removed from the list. Everyone involved in the project agrees this is successful, and the intent is for it to become a statewide warrant system. Currently, traffic warrants are being served, and the law enforcement community wants criminal warrants to be implemented next. Los Angeles County has contacted HIC about the use of their system.

**V. Investigative Committee Reports**

**1. Subcommittee Report: Project Prioritization**

Debra Gagne reported that the status has not changed, no server is available yet.

**2. Subcommittee Report: Content Management System**

No report since Clay Sato is absent.

**3. Subcommittee Report: Governance of Web Site and Web Site Service Providers**

No report since David Maeshiro is absent.

**VI. Update on Public-Facing Website Information**

Debra Gagne is reviewing a query screen that HIC is developing to show HIC and ICSD hosted applications, which may be scheduled to be previewed at the next meeting.

**VII. AHC Annual Report (July 1, 2008 – June 30, 2009)**

HIC provided a Word formatted document of the draft annual report. Russ Saito asked if the report can extend beyond June 30, 2009, so a quarterly update until the end of the year can be included. No other input into the report from the AHC members was noted. Debra Gagne suggested that the minutes be reviewed to glean additional items to be included. She will pick off items from the minutes, which may take a couple of week or so.

**VIII. Announcements**

Sharon Wong announced that Liane Kimura is the new AHC committee member for the Attorney General's Office, and Clay Sato is now the designee.

Debra Gagne announced that DAGS is submitting a Legislative bill proposal for the program manager position and special fund bill.

- IX. Discussion to investigate a fee structure to fund the Program Manager position**  
Not discussed. Russ Saito commented that if we get the bill passed, this is irrelevant. This item will be taken off the agenda for the next meeting.
- X. Adjournment**  
Aaron Fujioka requested motion to adjourn, Kevin Thornton seconded. Meeting was adjourned at 1:40 p.m.

Respectfully Submitted,

2/25/10  
Date

  
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Russ K. Saito, Chairperson  
Access Hawaii Committee