

Access Hawai'i Committee (AHC) Meeting

March 1, 2018
1:00–3:00 p.m.

Video Conferencing Centers (VCC):

Kalanimoku Bldg. Room 410 1151 Punchbowl St. Honolulu, HI 96813	Hilo State Office Bldg. Basement VCC 75 Aupuni St. Hilo, HI 96720	Wailuku State Office Bldg. Third Floor VCC 54 South High St. Wailuku, HI 96793	Lihu'e State Office Bldg. Basement VCC 3060 'Eiwa St. Lihu'e, HI 96766
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Agenda

- I. Call to Order
- II. Review and Approval of the December 7, 2017, Meeting Minutes
- III. Public Testimony
Any person may submit testimony on any agenda item. Please limit in-person testimony to three minutes per item. Members of the public may join Committee members at any of the identified locations above.
- IV. Portal Program Manager's Report; Discussion and Appropriate Action
 - A. Portal Manager Report
 1. Portal Transaction Data
 - B. Hawaii Information Consortium (HIC) Report (attached)
- V. Approval of Statements of Work (SOW); Discussion and Appropriate Action
 - A. SOWs Under Review

1. Department of Health, Disability and Communication Access Board

Develop an online system where document transmittal forms can be completed, submitted with payment by the engineering firms to DCAB; and provide an electronic review process for the Facility Access Specialist to communicate deficiencies, as well as issue a final letter of findings of no deficiencies.

Total Cost: \$91,606.25 for development of the system.
Transaction Fee: Credit/debit card transactions will incur an additional processing fee of 2.78% per transaction, or \$1.00 for e-check.
Additional On-going Cost: \$18,000 annual maintenance fee

Individuals who require special needs accommodation are invited to call Susan Bannister at (808) 587-9736 at least three (3) working days in advance of the meeting.

2. Office of Enterprise Technology Services (ETS), 2017 ACA Automation Support

HIC to assist with the development associated with generating and transmitting Federal tax reporting data to the IRS. HIC to be the technical support organization responsible for 1) modifying the 2016 ACA xml data file to meet the 2017 ACA requirements obtained from the Affordable Care Act Information Returns (AIR) webinar on September 19, 2017, and 2) resolving problems associated with modifications made to the xml program.

Total Cost: TBD

3. Department of Business, Economic Development and Tourism, Business Development and Support Division, Community-Based Economic Development (CBED) Applications

This is an amendment to the SOW signed by the Department of Business, Economic Development & Tourism and Hawaii Information Consortium, LLC on March 22, 2012. The work will allow the addition of eHawaii.gov email address field, prevent access to unqualified users, update of the admin dashboard and update of the user interface.

Total Cost: \$17,999.99 plus

Transaction Fees: \$10 per form that will be paid by the State.

B. SOWs to be Signed

1. Department of Business, Economic Development and Tourism, Foreign Trade Zone No. 9, Bill Presentment and Payment Processing

This is an amendment to the SOW document entitled Bill Presentment & Payment Processing dated on January 27, 2015. Change of the transaction fee from being a partner-absorbed fee to being passed on to the end user.

2. Hawai'i County, Online Road Test Schedule System

The purpose of this application will allow the public to complete an online road test form, make a road test appointment with the Vehicle Registration and Licensing (VRL) Division, and pay for their road test online. The application will also allow the VRL staff to manage road test appointments, set appointment availability, create a printed copy of the road test schedule using reports and receive notifications, including cancellations. VRL staff

will have the ability to make road test appointments over the counter and collect required road test fee on site.

Total Cost: Self-funded.

Transaction Fees: For all transactions completed, there will be a service fee of \$1.50. Estimated 11,000 transactions per year.

Other HIC Fees: Credit/debit card transactions will incur an additional processing fee of 2.78% per transaction.

Maintenance and Support Fees: There are no maintenance or support fees because this project is self-funded.

C. SOWs Signed

1. Department of Land and Natural Resources, Division of Boating and Ocean Recreation (DOBOR), Maintenance

This SOW covers all work performed by HIC for DOBOR's Boating Accounts Receivable System (BARS) as DOBOR works towards completion of a new system with their new vendor.

Total Cost: No Cost

- VI. The AHC Funding Options; Discussion and Appropriate Action
Discussion of current revenue and expenditures and funding options.
- VII. New Request for Proposals (RFP) for the Internet Portal Services Provider Contract;
Discussion and Appropriate Action
The Committee anticipates going into executive session pursuant to HRS Section 92-5(a)(4) to consult with the board's attorney on questions and issues pertaining to the board's powers, duties, privileges, immunities, and liabilities to discuss the draft of the new request for proposals for the Internet Portal Services Provider Contract.
- VIII. Good of the Order
 1. Announcement - Next Meeting: June 7, 2018
- IX. Adjournment