

Access Hawai'i Committee (AHC) Meeting - AMENDED

December 7, 2017
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 September 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. [Designation of Acting Chairperson; Discussion \(memo attached\)](#)
- V. Portal Program Manager's Report; Discussion and Appropriate Action
 - A. Project Dashboard
 - B. State of Interim Statement of Work Approval Process
 - C. Request for Information (RFI) for Internet Portal Manager and Service Provider
 - D. Hawaii Information Consortium (HIC) Report (attached)
 - E. Draft AHC Annual Report to the Legislature (attached)
- VI. Approval of Statements of Work (SOW); Discussion and Appropriate Action
 - A. SOWs Under Review
 1. Dept. of Health, Emergency Medical Services (EMS)
Creation of EMS portal with EMS Program and Service Overview, Reference to Hawaii Revised Statutes Ch. 321 and Administrative Rules Title 11, Ch. 72
Total Cost: Self-funded. 10% for the first 3 years, 5% for the years following
 2. Hawai'i County, Online Road Test Schedule System
This application will allow the public to complete an online road test form, make a road test appointment with the Vehicle Registration and Licensing Division (VRL) and pay for their road test online. A reminder email will be sent to customers 24 hours prior to appointment date. The application will also allow the VRL staff to manage road test appointments, which includes setting how far in advance road tests can be made, set appointment availability, create a printed copy of the road

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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. VRL staff will use HIC's single sign-in service to log into the application. This will eliminate the need for VRL to manually maintain appointments through a spreadsheet.

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.

B. SOWs to be Signed

1. Dept. of Health, State Council on Mental Health - Mental Health Website
New site will allow agency to easily update their website content, provide a responsive web design, and meet WCAG 2.0 level A ADA requirements.
Total Cost: \$15,706.80

C. SOWs Signed

1. Dept. of Health, Alcohol and Drug Abuse Div. – Inspection and Complaints Portal
HIC will design, develop, and maintain a public accessible portal for Inspection and Complaints.
Total Cost: \$149,978.98
2. Dept. of Land & Natural Resources, Hunter Education - Amendment 5 – Records Management
Phase IV – Reporting Interface.
Total Cost: \$77,528.76
3. Dept. of Land & Natural Resources, Div. of Forestry and Wildlife – Hunt Lottery, Amendment
During Phase 1, HIC will develop the Hunt Lottery Drawing System to replace the current manual process, which will be integrated within the Go Hunt Hawaii website. Names for the lottery drawing will be retrieved from the existing Hawaii Hunt Application System database.
Total Cost: \$52,355.99 + Maintenance \$1,200 per year
4. Dept. of the Attorney General – Charity Retrievals, Amendment 7
HIC will add the function to reject a submission in the Charity Retrieval System.
Total Cost: \$6,094.25
5. University of Hawai'i, John A. Burns School of Medicine (JABSOM) – Physician Survey
HIC will coordinate and work with the Dept. of Commerce and

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Consumer Affairs to assist JABSOM with collecting Physician Workforce Assessment survey data.

Total Cost: Self-funded; 1.5% of the total gross Professional & Vocational Licensing renewal fee collected for MD or DOS. If purchase card (pCard) is the preferred method of payment, an additional 3% of the total amount will be added in order to cover the transaction processing fees charged by the 3rd party transaction processors.

VII. Good of the Order

A. Announcements - Next Meeting: March 1, 2018

VIII. Adjournment