

# Access Hawai'i Committee (AHC) Meeting AMENDED

July 23, 2018  
1:00 p.m.

## Video Conferencing Centers (VCC):

Kalanimoku Bldg. Room 410 1151 Punchbowl St. Honolulu, HI 96813	Hilo State Office Bldg. Basement 75 Aupuni St. Hilo, HI 96720	Wailuku State Office Bldg., 3 <sup>rd</sup> Floor 54 South High St. Wailuku, HI 96793	Lihu'e State Office Bldg., Basement 3060 'Eiwa St. Lihu'e, HI 96766
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King Kalakaua Bldg.  
Prince Leleiohoku  
Conference Rm, 3<sup>rd</sup> Flr.  
335 Merchant St.  
Honolulu, HI 96813

## Agenda

- I. Call to Order
- II. Review and Approval of the March 1, 2018, 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. Hawai'i Information Consortium (HIC) Report (attached)
- B. Update on the New Request for Proposals for the Internet Portal Services Provider Contract

## V. Approval of Statements of Work (SOW); Discussion and Appropriate Action

### A. SOWs Under Review

- 1. Department of Commerce and Consumer Affairs, Professional and Vocational Licensing Division, PVL Licensee Self-Printing Service

This SOW will allow PVL licensees to access and print wall certificates and pocket ID's electronically.

Development Fees: \$0.00.

Applicability of Transaction Fees: There is no fee associated with the use of the online web-based self-serve print service. Licensees can access the online service and print wall certificates and/or pocket ID's at zero cost.

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

2. Department of Health, Harm Reduction Services Branch, Medical Marijuana (Cannabis) Registration System for Out of State Patients, Amendment 3

The purpose of this document is to amend the scope statement by developing and implementing new enhancements to the Medical [Cannabis] Registration System as follows:

Phase I: STATE requests HIC to implement a new online system enhancement that will allow out-of-state patients to apply for and renew registrations with the Hawaii Medical Cannabis Registration Program, even before they arrive in Hawaii. Both in-state and out-of-state patients will be able to electronically retrieve their patient medical cannabis registration card.

Phase II: STATE requests HIC to implement system enhancements to allow in-state patients with newly approved qualifying medical conditions to be certified for the Medical Cannabis Registry Program

Phase III: STATE requests HIC to implement system enhancements with the capacity for in-state patients to apply for either 1 or 2 year registrations in the Medical Cannabis Registry.

Phase IV: STATE requests HIC to implement system enhancements with the capacity for up to 2 custodial parents/guardians to register as caregivers for their minor children.

Total Cost: \$99,702.58

Transaction Fees: This SOW Amendment III does not change any existing transaction fees for the Medical Cannabis Registry service. The current transaction fee of 10% per transaction remains as is.

The STATE Program registration fee for in-state patients remains at \$35.00. The STATE program registration fee for out-of-state patients is \$45.00.

Maintenance and Support Fees: This project shall not incur maintenance & support fees for the duration of the service.

B. SOWs to be Signed

1. Hawai'i County, Parks and Recreation, Mauna Kea Tour Operators Application  
The purpose of this application is to allow tour operators to apply for a tour operator permit and to provide the County with an electronic means of managing the tour operator permit applications.  
Total Cost: This project shall not incur development fees as this is a self-funded application.

Transaction Fees: A \$10 transaction fee applies to each permit application per vehicle submitted online which is paid by the user.

Maintenance and Support Fees: This project shall not incur maintenance, support, and hosting fees for the duration of the service.

2. Department of Business and Economic Development, Hawaii State Energy Office, Solar Water Heater Variance  
This agreement replaces the section entitled "Register Fee, Transaction Fee, or No Fee" in the initial SOW with a section entitled "Fees".

This Amendment reduces the Transaction Fee from \$15 to \$8 per transaction.

C. SOWs Signed

1. Department of Business, Economic Development and Tourism, Foreign Trade Zone No. 9, Bill Presentment and Payment Processing  
This amends the SOW document entitled Bill Presentment & Payment Processing dated January 27, 2015. Changes the transaction fee from a partner-absorbed fee to being passed on to the end user.
2. Department of Health, Disability and Communication Access Board (DCAB)  
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) 586-1910 at least three (3) working days in advance of the meeting.*

3. 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 will 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

4. Department of Business, Economic Development and Tourism, Business Development and Support Division, Community-Based Economic Development (CBED) Applications  
This amends the SOW between the Department of Business, Economic Development & Tourism and HIC, dated March 22, 2012. The work will allow the addition of eHawaii.gov email address field, prevent access to unqualified users, update of the administrative dashboard and update the user interface.

Total Cost: \$17,999.99

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

5. Department of Land and Natural Resources, Division of Forestry and Wildlife, Hunt Lottery Drawing System  
This project enhances the existing online Hunt Lottery Drawing system to allow for the Mouflon Sheep Lottery in June 2018 as well as to implement the ability for a DOFAW Administration feature to setup future lotteries independently.

Total Cost: \$86,994.73

Maintenance and Support Fees: The maintenance and support fees are not being modified via this SOW Amendment and will remain as is (\$1,200.00 plus GET per year).

6. Department of Land and Natural Resources, Division of Boating and Ocean Recreation (DOBOR), Maintenance 2  
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

7. Department of the Attorney General, Tax and Charities Division, Online Charity Registration

The purpose of this SOW Amendment 8 is to make improvements to the current system that allows charities to pay annual registration fees online and apply for an exemption from registration. The enhancements include an email notification system, ability to archive uploaded documents that will be viewable by admin only, allow admin to add/remove documents for an exempt organization and add internal notes for edits to entries.

Total Cost: \$30,701.56

Maintenance and Support Fees: The annual maintenance and hosting shall be provided at no cost to the STATE, irrespective of any changes or enhancements to the system because it is funded through the transaction fees accrued through the Charity Registry Application.

Transaction Fees: This SOW does not change any existing transaction fees for the Charity Registration service. The current transaction fee of \$4.00 per transaction, plus 3% of each transaction processed will remain as is.

8. Department of Land and Natural Resources (DLNR), Department of Aquatic Resources, Commercial Marine Dealer Reporting System

The purpose of the project is to establish an online reporting system for the commercial marine dealers to report marine life purchased from licensed fishermen on a weekly basis.

Total Cost: The project development cost is \$239,197.39 including Hawaii General Excise Tax (GET).

Transaction Fees: None

Maintenance and Support Fees: The maintenance, support, and hosting fee associated with this project is \$48,000.00 per year. DLNR will enter a separate SOW for the maintenance and support services after the end of the 90-day warranty period.

VI. Good of the Order

- A. Announcements
- B. Next Meeting: September 6, 2018

VII. Adjournment