

# Access Hawai'i Committee (AHC) Meeting

March 5, 2020

1:00 p.m.

## Video Conferencing Centers (VCC):

Kalanimoku Bldg. Basement VCC 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 February 7, 2020 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. Approval of Statements of Work (SOW); Discussion and Appropriate Action
  1. SOWs Under Review
    - a. Department of Accounting and General Services; Hawaii State Foundation for Culture and the Arts (SFCA) Website Redesign  

The purpose of this project is to redesign the existing website and restructure existing content in order to present information from a user's perspective. By targeting specific demographics, the goal is to more effectively drive users to the information they are seeking. The original website uses the State of Hawaii Template and is hosted at ETS. The website was not originally designed by HIC.

Development Fees: \$22,994.76 (including GET)  
Hosting Fees: \$0.00 (hosted at ETS)  
Maintenance and Support fees: \$0.00  
Transaction Fees: \$0.00  
Other Fees: \$0.00
    - b. Department of Health; Office of Health Status Monitoring; Vital Records Ordering System Improvement Project Amendment III  

The purpose of this project is to enhance the current Vital Records Ordering System (VROTS) to improve public customer system delivery, and the internal process efficiency for the vital records ordering and tracking system. The enhancements are part in response to the October 2020 REAL ID deadline. The Department of Health anticipates an influx of transactions for birth and marriage certificates.

Development Fees: \$133,193.66 (including GET)

Hosting Fees: \$0.00  
Maintenance and Support fees: \$0.00  
Transaction Fees: \$2.50 per transaction (no change)  
Other Fees: \$0.00

- c. City and County of Honolulu; Office of the City Clerk; Legislative Document Access; Amendment 1

The purpose of this project covers the addition of functionality to the new legislative document system that HIC has developed (Phase II). Improvements include expanded public search capabilities and the ability to export search results, a notification system that will support public participation and understanding of legislation status, a module to ensure accurate HTML agendas are available and an automated measure certificate generation system.

Development Fees: \$36,942.39 (including GET)  
Hosting Fees: \$0.00  
Maintenance and Support fees: \$12,600.00 annually (including hosting on AWS)  
Transaction Fees: \$0.00  
Other Fees: \$0.00

- d. City and County of Honolulu; Office of the City Clerk; Online Ballot Request System

The purpose of this project is in response to ACT 136 which transitions the State of Hawaii to a vote by mail. The goal is to create a system that allows registered City and County of Honolulu voters who have a problem with their mail in ballot to request a new one from the Office of the City Clerk.

Development Fees: \$19,434.55 (including GET)  
Hosting Fees: \$600.00  
Maintenance and Support fees: \$0.00 (Customer Service will be provided by COUNTY)  
Transaction Fees: \$0.00  
Other Fees: \$0.00

- e. Department of Liquor Control; County of Hawaii; Licenses and Permitting Application Amendment II

The purpose of this project is to enhance the current Liquor Licensing and Permitting application as stated in Exhibit A of the Amendment.

Development Fees: \$8,376.96 (including GET)  
Hosting Fees: \$0.00  
Maintenance and Support fees: \$0.00 (Customer Service will be provided by COUNTY)  
Transaction Fees: There will be no changes to the existing transaction fees of 5% of the renewal fee  
Other Fees: \$0.00

2. Signed SOWs
  - a. Department of Enterprise Technology Services; HAWAII.GOV Refresh

The purpose of this project is to create a fresh look for the Hawaii.gov site. The website refresh will leave most of the core of the website's functionality and code intact, with the focus on updating the visual appearance of the site with new graphics and styling in order to give a new look and feel. In addition to the visual refresh, an audit will be conducted of all site existing page content and updating various libraries for jQuery, Font Awesome, and Bootstrap. The site was last redesigned in 2014. This is a no-cost project. The SOW was signed on 2-14-2020.

Development Fees: \$0.00  
Hosting Fees: 0.00 (hosted at ETS)  
Maintenance and Support fees: 0.00  
Transaction Fees: \$0.00  
Other Fees: \$0.00

V. Hawaii Information Consortium Report (attached)

VI. Proposed Legislation Regarding the Access Hawaii Committee, Chapter 27G, Hawaii Revised Statutes; Review and Discussion

1. The SD1 version of the bill has not been posted online. The changes reflected in the meeting minutes were made and will be posted at the next AHC meeting.

VII. Portal Contract AWS Migration Plan and Single Sign on Plan; Discussion

1. The AWS Migration Plan and Single Sign on Plan were delivered as scheduled in the Portal Contract Extension by HIC. ETS and HIC are currently coordinating working sessions to review each plan before implementation.

VIII. Good of the Order

1. Announcements
2. Next Meeting: June 4, 2020

IX. Adjournment

*Individuals who require special needs accommodation are invited to call (808) 586-6000 at least three (3) working days in advance of the meeting.*