

Access Hawai'i Committee (AHC) Meeting

June 04, 2020
1:30–3:30 p.m.

Virtual Videoconferencing Meeting:

Members of the public can request access for the virtual meeting link by e-mailing: ahcinfo@hawaii.gov. Instructions on how the virtual meeting will be moderated using Zoom are attached in the meeting packet.

Agenda

- I. Call to Order
- II. Review and Approval of the March 5, 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. Due to the safer-at-home orders, members of the public may submit written testimony or submit oral testimony via the e-mail provided above. Oral testimony is limited to 3 minutes per member.
- IV. Approval of Statements of Work (SOW); Discussion and Appropriate Action
 1. SOWs Under Review
 - a. Department of Health, Disability and Communication Access Board; Disability Parking Amendment 1
The purpose of this SOW is to create a third type of placards, application form, and its issuance process.

Development Fees: \$11,979.05 (including GET)
Hosting Fees: \$0.00
Maintenance and Support Fees: The existing maintenance of the contract will continue at \$12,000.00 annually
Transaction Fees: \$0.00
 - b. Attorney General Notary Training Scheduler
The purpose of this SOW is to implement a solution to allow notary training classes online. An administration module will allow creation of class schedules and management of user registrations and class attendance.

Development Fees: \$21,884.81 (including GET)
Hosting Fees: \$0.00
Maintenance and Support Fees: \$0.00
Transaction Fees: There is no change to the existing transaction fee of 10% or \$2.50 (whichever is greater) of the notary statutory fee.
 - c. Department of General Services, Office of Information Practices State Calendar
The purpose of this SOW is to modernize the State Calendar application by the way of updating code, responsiveness, accessibility, and an up-to-date look and feel. Additional enhancements include adding emergency meetings within the 6 days of the emergency event occurrence with a

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process from the agency administrator.

Development Fees: \$0.00
Hosting Fees: \$0.00
Maintenance and Support Fees: \$0.00
Transaction Fees: \$0.00

- d. City and County of Honolulu; Honolulu Fire Department Website Redesign

The purpose of this SOW is to redesign the existing website and restructure existing content to provide a better user perspective and drive users to the information they are seeking.

Development Fees: \$31,204.18 (including GET)
Hosting Fees: \$800.00 annually
Maintenance and Support Fees: \$1,200.00 annually
Transaction Fees: \$0.00

- e. Maui Police Department e-Bench Warrant Web Service

The purpose of this SOW is to implement a web service to allow the county to pull data on new or updated warrants from Judiciary's e-Bench Warrant application/database, which was developed by HIC.

Development Fees: \$4,984.29 (including GET)
Hosting Fees: \$0.00
Maintenance and Support Fees: \$0.00
Transaction Fees: \$0.00

- f. Honolulu Police Department e-Bench Warrant Web Service

The purpose of this SOW is to implement a web service to allow the county to pull data on new or updated warrants from Judiciary's e-Bench Warrant application/database, which was developed by HIC.

Development Fees: \$4,984.29 (including GET)
Hosting Fees: \$0.00
Maintenance and Support Fees: \$0.00
Transaction Fees: \$0.00

- g. Enterprise Technology Services, eRecording Connection Agreements

The purpose of this SOW is for Hawaii eRecording to allow Government entities and the public to submit documents to the Bureau of Conveyance by electronic recording.

Development Fees: \$0.00
Hosting Fees: \$0.00
Maintenance and Support Fees: \$0.00
Transaction Fees: Government Entities will pay HIC a fixed rate of \$0.50 per document. The public fee for recorded documents is \$3.00 per document

V. Memorandum of Understanding (MOU): Signed documents between STATE and HIC in response to COVID-19

1. County of Kauai MOU (attached)
Due to the COVID-19 pandemic, COUNTY requested to waive the HIC service fees and credit card/eCheck fees for all COUNTY services implemented and maintained by HIC to help reduce foot traffic in the COUNTY offices and incentivizes citizens to use the online services.
2. County of Kauai MOU extension (attached)
Due to the COVID-19 pandemic, COUNTY requested to waive the HIC service fees and credit card/eCheck fees for all COUNTY services implemented and maintained by HIC to help reduce foot traffic in the COUNTY offices and incentivizes citizens to use the online services. This MOU was extended to July 6th.
3. County of Maui MOU (attached)
Due to the COVID-19 pandemic, COUNTY requested to waive the HIC service fees and credit card/eCheck fees for the Motor Vehicle Registration Renewals service implemented and maintained by HIC to help reduce foot traffic in the COUNTY offices and incentivizes citizens to use the online services.
4. Department of Business, Economic Development, and Tourism (DBEDT) MOU (attached)
Due to the COVID-19 pandemic, DBEDT requested to temporarily increase the monthly maintenance cap of \$4,000 a month to an \$8,000 cap in order to communicate business relief, stabilization, and recovery to an expanded audience of thousands more small businesses in Hawaii.
5. County of Hawaii; Hawaii Liquor Renewal MOU (attached)
Due to the COVID-19 pandemic, Hawaii Liquor Renewals disabled payment for liquor license renewals. The disabling of payments will allow licensees to renew their licenses and provide financial relief by deferring payment of renewal fees to a later date.
6. Lieutenant Governor State Calendar Ownership MOU
Due to the COVID-19 pandemic, HIC has made enhancements to schedule emergency meetings via the State Calendar. The ownership of the original Statement of Work is being transferred from the Lieutenant Governor's office to Department of General Services Office of Information Practices.

VI. Portal Program Manager's Report; Discussion and Appropriate Action

1. Hawaii Information Consortium Report (attached)

VII. Good of the Order

1. Announcements
2. Next Meeting: September 3, 2020

VIII. Adjournment

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