

## Access Hawaii Committee (AHC) Meeting

December 3, 2020  
1:00 p.m.  
Virtual Meeting

To Join from a VTC room system:

IP address: 162.255.37.11 (US West) or 162.255.36.11 (US East)  
Meeting ID: 872 903 663

To Join from PC, Mac, Linux, iOS or Android: <https://department-of-health-hawaii.zoom.us/j/872903663>

Or join by phone:

\*Standard Long Distance charge could apply. Check with your provider and plan.

+1 669 900 6833 (US Toll) or +1 646 558 8656 (US Toll)

Meeting ID: 872 903 663

International numbers available: <https://department-of-health-hawaii.zoom.us/u/at3XsenNJ>

### Agenda

- I. Call to Order
- II. Review and Approval of the September 3, 2020 Meeting Minutes
- III. Public Testimony  
*Any person may submit testimony on any agenda item. Due to COVID-19 precautions, members of the public may submit written testimony via the e-mail provided: [ahcinfo@hawaii.gov](mailto:ahcinfo@hawaii.gov). Oral testimony is limited to 3 minutes per person via the virtual Zoom conference room.*
- IV. Approval of Statements of Work (SOW) and Service Level Agreements (SLA); Discussion and Appropriate Action
  1. SOWs/SLAs Under Review
    - a. **Hawaii Liquor Control Licensing and Permitting Application, Amendment 3**  
The purpose of this amendment is to update the Licensing and Permitting application to allow the County to prepare invoices as well as for allowing the licenses to pay for their dues via eCheck or Credit Card. The update will also allow the county to archive previous online and over-the-counter liquor license renewals.  
  
**Development Fees:** \$0.00  
**Hosting Fees:** \$00.00  
**Maintenance and Support Fees:** \$0.00  
**Transaction Fees:** For all transactions completed, there will be a transaction fee due and payable to NIC HI, comprised of the following components:
      1. A transaction fee of 5% plus

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

2. Each credit/debit card or eCheck transaction will incur an additional fee as described below:

-Credit/debit card transactions: additional transaction processing fee of 2.78% per transaction

-eCheck transactions: additional transaction processing fee of \$1.00 per transaction; plus

The transaction fee will be an add-on fee for each transaction and therefore will be paid by end users.

**b. Department of Land and Natural Resources Flood Control and Dam Safety Payments**

The purpose of this agreement is to cover the implementation of an online system to allow customers to pay their annual flood control and dam safety payments online via credit card or eCheck (electronic debit from a bank account). NIC HI's centralized payment portal, Payment Platform, will be utilized.

**Development Fees:** \$15,000.00 + general excise tax, GET.

**Hosting Fees:** \$00.00

**Maintenance and Support Fees:** \$0.00

**Transaction Fees:** For all transactions completed, there will be a transaction fee due and payable to NIC HI, comprised of the following components:

1. A fixed cost of \$2.50 plus;

2. Each credit/debit card or eCheck transaction will incur an additional fee as described below:

-Credit/debit card transactions: additional transaction processing fee of 2.78% per transaction

-eCheck transactions: additional transaction processing fee of \$1.00 per transaction; plus

The transaction fee will be an add-on fee for each transaction and therefore will be paid by end users.

**c. Department of Defense Office of Homeland Security; Community Partnerships**

The purpose of this agreement is to create a secure, monitored website that supports crime incident information sharing among personnel in the travel and tourism sector, retail sector, and law enforcement entities.

**Development Fees:** \$126,492.09 (Phase I \$87,120.38 + Phase II \$39,371.71) – This has been separated into two phases so that the application can be launched as soon as possible with the basic features, followed by the addition of the Message Board.

**Hosting Fees:** \$4,000.00 annually: The application will need to have its own dedicated hosting environment for security reasons and there will be ongoing storage of photographs and other documents

**Maintenance and Support Fees:** \$24,000.00 annually; to begin when Phase I is launched

**Transaction Fees:** \$0.00

d. **Enterprise Technology Services; Single Sign on Support for Azure B2C**

The purpose of this agreement is to support the STATE's decision to universally use Microsoft Azure SSO for online services/portals. Given the eHawaii.gov SSO service is used across many portals, NIC HI will integrate the eHawaii.gov SSO with the Azure Active Directory Business-to-Consumer (AD B2C) solution to allow existing eHawaii.gov portal services to continue using the eHawaii.gov SSO.

**Development Fees:** TBD in a later SOW Amendment

**Hosting Fees:** TBD in a later SOW Amendment

**Maintenance and Support Fees:** \$10,000.00 annually

**Transaction Fees:** \$0.00

**Other Fees:** Customer Service Support TBD in a later SOW

2. Signed/To Be Signed SOWs, Memorandums of Understanding (MOU)

a. **Maui Motor Vehicle Renewal (MVR) MOU**

The purpose of this MOU is to extend the waiving of the fees through Nov. 30, 2020 due to COVID-19

b. **Maui Motor Vehicle Renewal (MVR) MOU**

The purpose of this MOU is to extend the waiving of the fees through Dec. 31, 2020 due to COVID-19

c. **Enterprise Technology Services Consolidated Annual Financial Report; FY2020**

The purpose of this agreement is for NIC HI to work with the state's auditor (Accuity, LLP) with information (reports, audits, etc.) on any portal services that are within the scope of the annual CAFR.

V. Annual Report on the Operation of the Internet Portal Draft (attached); Discussion and Appropriate Action

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

1. NIC Hawaii Report (attached)

VII. Portal Contract RFP; Discussion and Appropriate Action

VIII. Good of the Order

1. Announcements
2. Next Meeting: March 4, 2021

IX. Adjournment