

Access Hawaii Committee (AHC) Meeting

August 1, 2024, 01:00 p.m.

1151 Punchbowl Street, Conference Room 410, Honolulu, Hawaii 96813

This meeting will be conducted remotely. Members of the public may participate via interactive conference technology (ICT) or in person at the physical meeting location indicated above.

Join on your computer, mobile app, or room device:

[Click here to join the meeting](#)

Or call in (audio only):

[+1 808-829-4853, 442678693#](tel:+18088294853)

Agenda

- I. Call to Order, Roll Call
- II. Review and Approval of June 6, 2024 Meeting Minutes
- III. Public Testimony

Individuals who are unable to provide testimony at this time will be allowed an opportunity to testify when specific agenda items are called.

Individuals may provide oral testimony at the meeting or may submit written testimony in advance of the meeting via email ahcinfo@hawaii.gov or via mail addressed to 1151 Punchbowl Street B10, Honolulu, Hawaii 96813, Subject: *AHC Testimony*. Oral testimony is limited to 3 minutes per person per agenda item via the virtual Teams conference room or in person at the physical meeting location indicated above.

- IV. Approval of Statements of Work (SOW); Discussion and Appropriate Action
 1. SOWs Under Review

- a. **City and County of Honolulu – Office of the City Clerk- Legislative Document Access; SOW Amendment 3, Exhibit A and Project Summary**

This SOW amendment covers the addition of functionality to the legislative document access system that Tyler Hawaii has developed. Improvements include the ability for the public to subscribe to new custom emails, notifying users about the measures and agendas of interest, and improved email administration; richer search results and display of measure information; pre-formatted reports to assist in educating the public; a custom reports module for Council and Staff to design and review effective reports, an expanded dashboard for Council to better track historical testimony and view testimony and pre-formatted reports; and administrative enhancements to ensure the quality of published measures and documents is strengthened.

Development Fees: \$90,617.76

Hosting Fees: \$0.00

Maintenance and Support Fees: \$12,600.00 annually (existing maintenance and support fee)

Transaction Fees: \$0.00

b. County of Hawaii - Department of Finance – Transient Accommodations Tax Payments; SOW, Exhibit A and Project Summary

This SOW covers the implementation of an online transient accommodations tax payment service which includes a daily csv file of successful transactions. The user will enter their transient accommodation (TA) account number, name, record type (TA-1, TA-2), amended return, period ending month, period ending year, and taxable proceeds amount. The system will calculate the transient accommodations tax due including any penalties and interest based on the taxable proceeds amount entered.

Development Fees: \$0.00

Hosting Fees: \$0.00

Maintenance and Support Fees: \$0.00

Transaction Fees: \$2.50 per TA plus 2.5% credit card or \$1.00 eCheck fee

- V. Periodic Review on Portal Service
 - 1. Department of Health, Disability and Communication Access Board - Disabled Parking Permit System Application Review (Attached)
- VI. Portal Program Manager’s Report; Discussion and Appropriate Action
 - 1. Tyler Hawaii Bimonthly Report – Portal Program Updates (Attached)
- VII. Internet Portal Manager Request for Proposal (RFP) Updates; Discussion and Appropriate Action
- VIII. Good of the Order
 - 1. Announcements
 - 2. Next Meeting: October 3, 2024
- IX. Adjournment

This ICT meeting will allow closed caption transcription to be activated by participants.

AHC meeting packet can be downloaded from <https://ahc.ehawaii.gov/meetings/packets/>

Auxiliary Aid or Accommodation Due to a Disability

If you require an auxiliary aid/service or other accommodation due to a disability, contact Catherine Arellano-Alcotas at (808) 587-9826 or email ahcinfo@hawaii.gov as soon as possible. Requests made as early as possible have a greater likelihood of being fulfilled. Upon request, this notice is available in alternate/accessible formats.