

## Access Hawaii Committee (AHC) Meeting

October 3, 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:**

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### Agenda

- I. Call to Order, Roll Call
- II. Review and Approval of August 1, 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](mailto: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. Signed SOW and Project Change Request (PCR) to be signed
    - a. **Department of Business, Economic Development and Tourism – Business Development and Support Division – Website Services - SOW Amendment 5**

The purpose of this SOW amendment is to amend the existing annual hosting fee from \$1,200.00 to \$1,300.00 plus general excise tax with an annual increase of 5% due to the change to hosting on Pantheon, a highly secure hosting platform. This amendment is also to add a \$300/year fee for a Secure Sockets Layer (SSL) certificate which is required by Pantheon.
    - b. **Department of Land and Natural Resources – Division of Forestry and Wildlife - Hunter Education and Records Management System - Project Change Request 3**

This change request is to add the following functionality: If multiple hunters have the same date of birth, then add them to the duplicate hunter report.  
**Development Fee:** \$910.99
- V. Periodic Review on Portal Service
  1. County of Hawaii and Kauai Liquor Licenses and Permits Application Review (Attached)

- VI. Review and Approval of the Annual Report Draft on the Operation of Internet Portal; Discussion and Appropriate Action (Attached)
- VII. Portal Program Manager’s Report; Discussion and Appropriate Action
  - 1. Tyler Hawaii Bimonthly Report – Portal Program Updates (Attached)
- VIII. Good of the Order
  - 1. Announcements
  - 2. Next Meeting: December 5, 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](mailto: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.*