

Access Hawaii Committee (AHC) Meeting

October 2, 2025, 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 the meeting now

Meeting ID: 235 310 564 638

Passcode: hRt9VB

Or call in (audio only): [+1 808-829-4853](tel:+18088294853), [879636360#](tel:+18088294853879636360#)

Phone conference ID: 879 636 360#

AGENDA

- I. Call to Order; Roll Call
- II. Review and Approval of August 22, 2025 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 shall be limited to five minutes per person per agenda item with the Chair having the discretion to alter the limit for any particular meeting. Testimony can be presented through the virtual Teams conference room or in person at the physical meeting location indicated above.

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

- 1. Department of Business, Economic Development and Tourism – Creative Industries Division – Tax Credit Hub – SOW Amendment 1

The Tax Credit Hub allows film production companies to apply for tax credits online and allows the Department of Business Economic Development & Tourism (DBEDT) staff to review submissions, certify tax credits, provide final certification letters, and generate reports. This SOW Amendment 1 includes the following changes to the online Tax Credit Hub application:

- a. Adds a filing year's column to Pre-Production Registration Form (PRF) and Hawaii Production Report (HPR) admin sections.
 - b. Adds a filter box for filing year labeled "Filter Filing Year."
 - c. Adds e-Sign to PRF and HPR forms.

- d. Allows part B HPR submission for split filers.
- e. Creates a new e-mail template to send Expenditure Report.
- f. Adds Year 1 and Year 2 section to Hawaii Production dates on HPR PDF.
- g. Provides Admin ability to return PRF to Approval - Pending Start of Principal Photography Letter (SOPP) status.
- h. Adds "Other" option under Type of Production.

Development fees: \$44,565.43

Hosting fees: \$837.70 annually

Maintenance and Support fees: \$14,869.10 annually

Transaction fees: No portal fee will be charged. The credit card fee will be modified from 2.78% to 2.5%. The eCheck fee will remain at \$1.00.

2. Department of the Attorney General – Tax and Charities Division – Online Charity Registration – SOW Amendment 11

The Online Charity Registration allows charities to pay annual registration fees online and apply for exemption from registration. The purpose of this SOW Amendment 11 is to allow administrators to mark a charity as a platform charity and to display a platform charity on an approved charitable organization profile. In addition, platform charities will be searchable in the application.

Development fees: \$9,382.20

Hosting fees: \$0.00

Maintenance and Support fees: \$0.00

Transaction fees: The existing transaction fee is \$4.00 plus 3% per transaction. This SOW modifies the transaction fee to \$4.00 plus 2.5% per transaction.

3. Department of the Attorney General – Tax and Charities Division – Solicitor Registration System – SOW Amendment 3

The Solicitor Registration System allows professional fundraising counsels and solicitors to apply for and pay annual registration fees. This SOW Amendment 3 will add the charitable fundraising platform as a new organization type on the registration form, add the charitable fundraising platform as a new organization type to search, add charitable fundraising platform as a dropdown under Link Existing Charity, and payments will be setup for the charitable fundraising platform organization type.

Development fees: \$38,680.61

Hosting fees: \$0.00

Maintenance and Support fees: \$0.00

Transaction fees: This SOW does not change any existing transaction fees. The current transaction fee of 10% of the registration fee will remain as is.

4. County of Maui – Department of Finance – Transient Accommodations Tax Payments - SOW

This Statement of Work covers the implementation of an online transient accommodations tax payment service which includes a daily csv export file of successful transactions. The user will enter their transient accommodation (TA) account number, name, record type (TA-1, TA-2), amended return (yes/no), 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:

(1) A fixed cost of \$2.50; plus

(2) Each credit/debit card or eCheck transaction will incur an additional fee:

a. 2.5% for credit/debit card transactions; or

b. \$1.00 for eCheck transactions

V. Periodic Review of Portal Service

1. Department of the Attorney General, Hawaii Criminal Justice Data Center, Hawaii's Adult Criminal Information (eCrim) Application Review

The eCrim application allows users to search for and view an individual's conviction information from Hawaii Criminal Justice Data Center's criminal history record files. The system also allows users to purchase and printout the criminal history reports.

VI. Accessibility Updates and Compliance Requirements for Internet Portal Applications; Discussion and Appropriate Action

Pursuant to Act 172, Session Laws of Hawaii 2022, the Office of Enterprise Technology Services published the [Hawaii Electronic Information Technology Disability Access Standards](#), which mandates that all electronic information technology developed, purchased, used or provided by state entities must be accessible to individuals with disabilities. Additionally, the Department of Justice issued a final rule requiring state and local governments to ensure that all web content and mobile applications meet Web Content Accessibility Guidelines (WCAG) 2.1 Level AA by April 24, 2026 for public entities with populations of 50,000 or more. Public entities with populations of less than 50,000 must comply by April 26, 2027.

VII. Review and Approval of the Annual Report Draft on the Operation of Internet Portal; Discussion and Appropriate Action

This annual report covers the operations of the internet portal and will be submitted by the Access Hawaii Committee to the Governor and Legislature in accordance with Hawaii Revised Statutes Section 27G-5.

VIII. Portal Program Manager's Report; Discussion and Appropriate Action
Tyler Hawaii Bimonthly Report – Portal Program Updates (Attached)

Tyler Hawaii manages the ehawaii.gov services under the internet portal contract. The bimonthly report covers recent activities, customer feedback, financial reports, upcoming projects, awards, service updates, and agreements.

IX. Internet Portal Manager Request for Proposal (RFP) Updates and Request for Contract Extension; Discussion and Appropriate Action

Update on the progress of the new RFP plan and request an extension for the current contract which expires on January 3, 2027, to allow more time for a comprehensive plan.

X. Good of the Order

1. Announcements
2. Next Meeting: December 4, 2025

XI. Adjournment

This ICT meeting will allow participants to enable live closed captioning during the meeting.

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

Auxiliary Aid or Accommodation Due to 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.

*If the remote connection (via Teams) is lost or disconnected (due to an inappropriate interruption), the meeting will be recessed for up to thirty (30) minutes to restore communication or disable the interruption. If the meeting can be reconvened, the public may access the meeting using the **same links provided above. The public should continue attempts to access the meeting within the 30 minute timeframe.** If the Committee can reestablish audio communication only, the meeting will be reconvened and continue. If the Committee is unable to reconvene the meeting because neither audiovisual communication nor audio communication can be reestablished within thirty minutes, the meeting will automatically terminate. If the connection between a testifier and the video conference is lost, the meeting will continue.*