

# Access Hawaii Committee (AHC) Meeting

December 2, 2021  
1:00 p.m.  
Virtual Meeting

Join Zoom Meeting  
<https://zoom.us/j/98764491894>

Meeting ID: 987 6449 1894  
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## Agenda

- I. Call to Order
- II. Review and Approval of the October 7, 2021 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. **County of Kauai – Department of Liquor Control – Liquor Permits and Payments – SOW & Exhibit**  
This SOW covers the implementation of an online system to allow customers to apply for new or renewal permits, make payments online via credit card or eCheck.  
  
**Development Fees:** \$0.00  
**Hosting Fees:** \$0.00  
**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:
        - a. Credit/ debit card transactions - Additional transaction processing fee of 2.78% per transaction; or
        - b. eCheck transactions – Additional transaction processing fee of \$1.00 per transaction**Other Fees:** \$0.00
    - b. **Department of Commerce and Consumer Affairs – Business Registration Division – SOW Addendum**  
This SOW Addendum is to reduce the NIC Hawaii fee structure currently

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

in place for Hawaii Business Express filings, Business Registration (BREG) Document Search & Buy purchases, and Annual Report filings. This SOW does not affect pricing for customers.

**Development Fees:** \$0.00

**Hosting Fees:** \$0.00

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

**Transaction Fees:**

For all transactions completed, there will be Transaction Fee due and payable to NIC Hawaii:

(1) Hawaii Business Express Application 20%

(2) Search & Buy BREG Documents 20%

(3) Annual Reports 20%

**Other Fees:** \$0.00

c. **Department of Accounting and General Services – Aloha Stadium – Scheduler and Storefront – SOW & Exhibit**

This SOW covers the implementation of an online solution to allow citizens and visitors to sign up for tours and purchase products and make payments online via credit card or eCheck.

**Development Fees:** \$0.00

**Hosting Fees:** \$0.00

**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:

a. Credit/ debit card transactions - Additional transaction processing fee of 2.78% per transaction; or

b. eCheck transactions – Additional transaction processing fee of \$1.00 per transaction

**Other Fees:** \$0.00

- 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. Good of the Order
  - 1. Announcements
  - 2. Next Meeting: February 3, 2022
- VIII. Adjournment