



State Calendar Application Review

Background



STATE CALENDAR IS THE OFFICIAL
PUBLIC MEETING AND EVENTS
CALENDAR FOR THE STATE OF HAWAII



IT WAS BUILT FOR THE LT. GOVERNOR'S
OFFICE AT NO COST TO THE STATE IN 2001,
AND MODERNIZED, AGAIN AT NO COST TO
THE STATE, FOR THE OFFICE OF
INFORMATION PRACTICES, IN 2021



LAW CHANGED IN 2018 THAT MADE
THE ELECTRONIC AGENDA AND PACKET
THE PRIMARY VERSION

Objective

- Provide easy, 24/7 online access to citizens to see and search all publicly held meetings and their agendas
- Create an online application that would allow state agencies, boards, and commissions to display details of upcoming public meetings and events

Benefits

- The public can search over a variety of time periods and view different displays of the information (calendar or list views)
- Responsive and mobile-friendly
- Online access 24/7 for agencies, boards, and commissions to post or edit meetings and for public to view them
- Automatic adherence to Sunshine Law for non-exempt agencies, so admins cannot modify events, except to cancel, within 6 days prior (exception process in place for emergency/continued meetings)
- Allows multiple attachments and ensures accessibility

Success Measurements



Agency efficiency in
ensuring public access



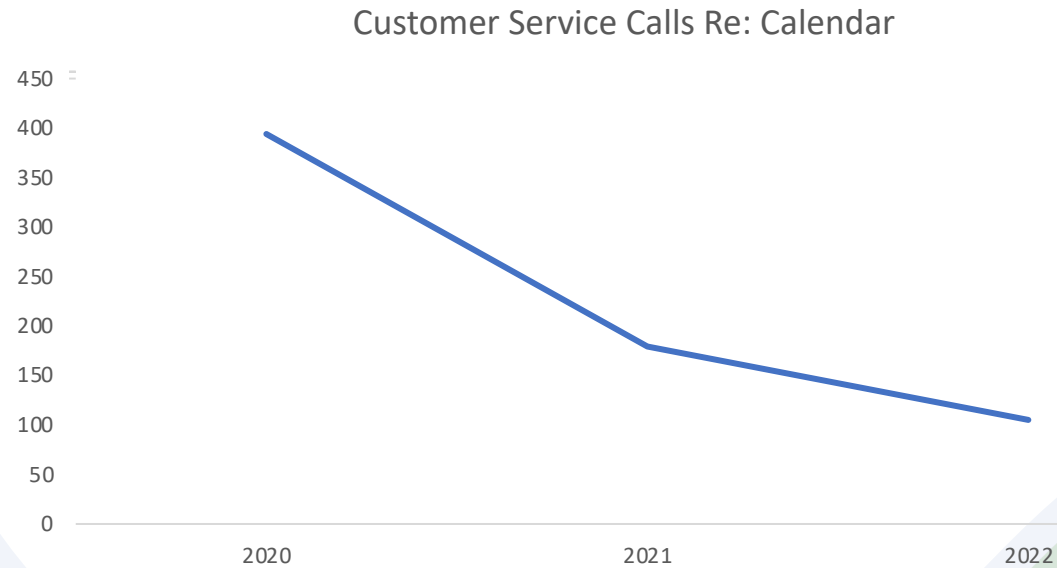
Sunshine Law
adherence



Reduced Calls to
Customer Service

Success Measurements, continued

The State Calendar application was modernized in early 2021, and Customer Service calls declined by 54% year over year between 2020 and 2021, falling another 41% between 2021 and 2022

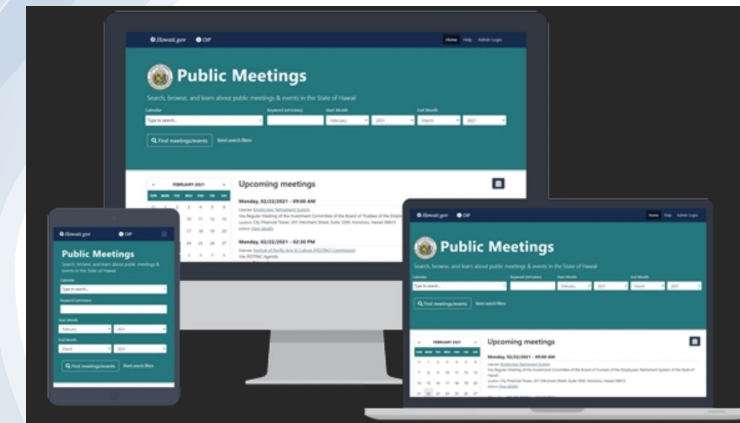
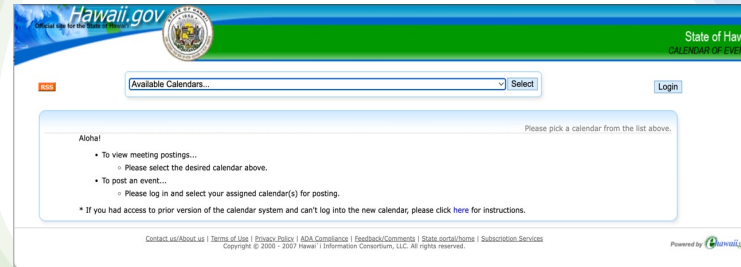


Adoption / Use

- In 2022:
 - 23K users
 - 40K sessions
 - 114K page views
 - On average, users visit 1 - 2 times/year, viewing 2 - 3 pages per visit

Modernized Calendar Site Introduced

- In February 2021, the modernized State Calendar application was launched
 - Responsive/Mobile friendly
 - Accessible
 - New design
 - Easy to use search tools
 - Improved Customer Service Chat feature
 - Simpler, updated interface to enter events



Pre-Modernized Site: Home & Search Screens

The screenshot shows the home page of the Hawaii.gov calendar system. At the top, there is a blue header with the Hawaii.gov logo and the State of Hawaii seal. Below the header, there is a green banner with the text "State of Hawaii CALENDAR OF EVENTS". A navigation bar contains an "RSS" link, a dropdown menu for "Available Calendars..." with a "Select" button, and a "Login" button. The main content area features a light blue box with the text "Please pick a calendar from the list above." and a list of instructions for users. At the bottom, there is a footer with navigation links and a "Powered by Hawaii.gov" logo.

Hawaii.gov
Official site for the State of Hawaii

STATE OF HAWAII
1959

State of Hawaii
CALENDAR OF EVENTS

RSS

Available Calendars... Select

Login

Please pick a calendar from the list above.

Aloha!

- ◆ To view meeting postings...
 - ◇ Please select the desired calendar above.
- ◆ To post an event...
 - ◇ Please log in and select your assigned calendar(s) for posting.

* If you had access to prior version of the calendar system and can't log into the new calendar, please click [here](#) for instructions.

Search | Events Calendars | News Releases | Comments | eHawaii.gov Home
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Powered by Hawaii.gov

The screenshot shows the search page of the Hawaii.gov calendar system. At the top, there is a blue header with the Hawaii.gov logo and the State of Hawaii seal. Below the header, there is a green banner with the text "State of Hawaii CALENDAR OF EVENTS". A navigation bar contains an "RSS" link, a dropdown menu for "Department of Business, Eco..." with a "Select" button, and a "Login" button. The main content area features a calendar for February 2007, a list of events for February 2007, and a search form. At the bottom, there is a footer with navigation links and a "Powered by Hawaii.gov" logo.

Hawaii.gov
Official site for the State of Hawaii

STATE OF HAWAII
1959

State of Hawaii
CALENDAR OF EVENTS

RSS

Department of Business, Eco... Select

Login

February 2007

Mo	Tu	We	Th	Fr	Sa	Su
29	30	31	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	1	2	3	4

February 2007

Date	Event
Thursday, 2007/02/01	Calendar: High Technology Development Corporation High Technology Development Corporation Board of Directors Meeting Location: Manoa Innovation Center, 2800 Woodlawn Drive, 2nd Fl. Conf. Room Details
Thursday, 2007/02/01	Calendar: Land Use Commission NOTIFICATION OF LAND USE COMMISSION MEETING Location: 235 S. BERETANIA ST, LEIOPAPA A KAMEHAMEHA BLDG RM 204 Details

Today This Week This Month This Year
Calendar View List View

Search:

From: Month: Year: 2007

To: Month: Year: 2007

Search

Search | Events Calendars | News Releases | Comments | eHawaii.gov Home
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Modernized Site - Home

Hawaii.gov OIP Home Help Admin Login

Public Meetings

Search, browse, and learn about public meetings & events in the State of Hawaii

Calendar Keyword (OPTIONAL) Start Month End Month

Type to search... December 2022 January 2023

Find meetings/events Reset search filters

DECEMBER 2022						
SUN	MON	TUE	WED	THU	FRI	SAT
27	28	29	30	1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31
1	2	3	4	5	6	7

Upcoming meetings

Wednesday, 12/21/2022 - 09:00 AM
Calendar: [Kauai/Niihau Island Burial Council](#)
Title: Kauai Niihau Island Burial Council
Status: **Canceled**
Location: 4523 Ioane Road
Actions: [View details](#)

Wednesday, 12/21/2022 - 12:00 PM
Calendar: [Judiciary](#)
Title: 2022 Divorce Law in Hawaii ZOOM Sessions (Free)
Location: Via ZOOM
Actions: [View details](#)

Wednesday, 12/21/2022 - 02:00 PM
Calendar: [Continuing Education Advisory Committee](#)
Title: Continuing Education Advisory Meeting
Location: 335 Merchant Street, Queen Liliuokalani Conference Room, 1st Floor and Via Videoconference Join Microsoft Teams Meeting +1 808-829-4853 United States Honolulu (Toll) Conference ID: 125 211 857#
Actions: [View details](#)



Thursday, 12/22/2022 - 08:30 AM

Shortcuts

Today
This Week
This Month
This Year



< December 2022 >

Modernized Site - View Details

  Home Help Admin Login

« **DECEMBER 2022** »

SUN	MON	TUE	WED	THU	FRI	SAT
27	28	29	30	1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31
1	2	3	4	5	6	7

Thursday, 12/01/2022  

Time: 01:00 PM
Recurring:
Event status:
Calendar: Access Hawaii Committee
Title: Access Hawaii Committee Meeting
Location: Virtual Meeting via Zoom and 1151 Punchbowl Street Conference Room 410 Honolulu, Hawaii 96813
Posted on: 11/22/2022 04:09 PM
Updated on: 11/22/2022 04:09 PM

Access Hawaii Committee

Date: Thursday, 12/01/2022
Start Time: 01:00 PM
Place: Virtual Meeting via Zoom and 1151 Punchbowl Street Conference Room 410 Honolulu, Hawaii 96813

AGENDA

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

Join Zoom Meeting: <https://zoom.us/j/95978148463>

Meeting ID: 959 7814 8463
Find your local number: <https://zoom.us/u/agtCXXf14>

I. Call to Order

II. Review and Approval of the October 6, 2022 Meeting Minutes

Shortcuts

Today

This Week

This Month

This Year

< [December, 1 2022](#) >

Mobile Event Selection and Viewing Options

The image displays three sequential screenshots of the Hawaii.gov mobile application interface for public meetings.

Left Screenshot: Public Meetings Page
The page features a dark teal header with the Hawaii.gov logo, an OIP icon, and a menu icon. The main heading is "Public Meetings" in large white text. Below it, a subtitle reads "Search, browse, and learn about public meetings & events in the State of Hawaii". A "Calendar" section includes a search bar with the placeholder "Type to search...", a "Keyword (OPTIONAL)" input field, and two date range selectors. The "Start Month" selector is set to "January" for "2023", and the "End Month" selector is set to "February" for "2023". The bottom of the screen shows a mobile browser address bar with "calendar.ehawaii.gov".

Middle Screenshot: Event Selection
This screen shows the "December 2022" calendar view. A date picker is set to "Thursday, 12/01/2022 - 01:00 PM", with an "Upcoming" label. Below the date, the event details are listed: "Calendar: Access Hawaii Committee", "Title: Access Hawaii Committee Meeting", "Location: Virtual Meeting via Zoom and 1151 Punchbowl Street Conference Room 410 Honolulu, Hawaii 96813", and "Actions: View details". A calendar grid for December 2022 is shown below, with the 1st of December highlighted. The browser address bar at the bottom shows "calendar.ehawaii.gov".

Right Screenshot: Event Details
This screen provides detailed information for the selected event on "Thursday, 12/01/2022". It includes "iCal" and "Print" icons. The event details are as follows:
Time: 01:00 PM
Recurring:
Event status:
Calendar: Access Hawaii Committee
Title: Access Hawaii Committee Meeting
Location: Virtual Meeting via Zoom and 1151 Punchbowl Street Conference Room 410 Honolulu, Hawaii 96813
Posted on: 11/22/2022 04:09 PM
Updated on: 11/22/2022 04:09 PM
The event is organized by "Access Hawaii Committee". The "Date" is "Thursday, 12/01/2022" and the "Start Time" is "01:00 PM". The "Place" is "Virtual Meeting via Zoom and 1151 Punchbowl Street Conference Room 410 Honolulu, Hawaii 96813". An "AGENDA" section is visible at the bottom. The browser address bar at the bottom shows "calendar.ehawaii.gov".

Help Screen with Chat

[Public Meetings Home](#) / [Help](#)

Frequently Asked Questions

Please [read the Instructions PDF](#) to learn about the features and capabilities of the Calendar site.

I need to obtain access to Public Meetings to submit calendar events for my agency. How do I do this?

Please email your request to help@ehawaii.gov. Include your name, title, phone and email and the department/board you need to access. We will contact you to confirm arrangements for you to access a calendar. If it is an urgent matter, please call NIC Hawaii Customer Service at (808) 695-4620 **after** you have sent the email.

I don't see a listing in the calendar dropdown for my board/committee/agency. How do I request that one be created?

Please email your request to help@ehawaii.gov. Include your name, title, phone and email and the department/board you represent that needs a calendar. We will contact you to confirm arrangements to create the calendar and for you to access it. If it is an urgent matter, please call NIC Hawaii Customer Service at (808) 695-4620 **after** you have sent the email.

I can no longer make any revisions to an event I set up, even though it is in the future. Why is that?

Events cannot be revised within 6 days prior to their occurrence, except to cancel, due to the Sunshine Law. If there is an urgent issue requiring a modification to a calendar event, such as the need for a continuance, or to set up an emergency meeting, please contact eHawaii.gov Customer Service at (808) 695-4620 or via help@ehawaii.gov. We will provide information about the update process.

Other questions about posting notice of Sunshine Law meetings via the calendar?
[Contact OIP.](#)

[Accessibility](#) [Feedback](#) [Privacy](#) [RSS](#) [Terms](#)

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Technical Support

Trouble using the calendar? Reach out to our technical support team:

- Phone: (808) 695-4620
- Email: help@ehawaii.gov
- Online: [Start help session](#)

Live help chat is available 7:45 AM-4:30 PM HST.

Hawaii.gov

Technical Support
Currently replying in under 7 minutes

NIC Hawaii

Hello there! Need help? Reach out to us right here, and we'll get back to you as soon as we can!

reply here...

Admin Add Event Screens

IMPORTANT NOTICE

Emergency or Continued meetings

For emergency or continued meetings, please read the [Office of Information Practices' guidance first](#), then contact hawaiiistatecalendarissue@ehawaii.gov.

Accessible Content

Website accessibility should be ensured for all individuals and all content should adhere to the State's Accessibility Policy. If you need assistance, please contact the Disability Communications and Access Board at **(808) 586-8121** or dcab@doh.hawaii.gov.

By adding a meeting/event, you hereby accept responsibility for ensuring all content, including attachments, are accessible according to the W3C [Web Content Accessibility Guidelines](#).

Confirm

Tuesday, 01/03/2023 - 02:00 PM

Public Meetings Home / Add Meeting/Event

Add meeting / event [View the Help page](#) for instructions on adding/editing meetings. Cancel

Select calendar
Type to search...

Meeting / Event Title

Meeting / Event Logistics

Location

Start Date End Date (OPTIONAL)

Start Time End Time (OPTIONAL)

Recurring (OPTIONAL)
Limitations on Recurring Meetings:
1. Recurring meetings cannot be edited. If changes are needed, please remove the recurring meeting and create a new one.
2. Cancellation of a single recurring meeting is only allowed for the next upcoming occurrence. All recurring meetings after that one will be removed from view.

Meeting / Event Status (OPTIONAL) Handicap access Hearing impaired Canceled

ADA Information:
Name of Contact Phone Email (OPTIONAL)

Agenda

Mahalo!