

LANGUAGE ACCESS ADVISORY COUNCIL

STATE OF HAWAII
DEPARTMENT OF LABOR & INDUSTRIAL RELATIONS
830 Punchbowl Street
Honolulu, Hawaii 96813

Wednesday, June 13, 2012

DLIR Conference Room 320
830 Punchbowl Street, Honolulu, Hawaii 96813

4444 Rice Street, Suite 330
Lihue, Hawaii 96766

Aha Punana Leo
96 Puuhonu Place, Hilo, Hawaii 96720

Maui District Health Office, State Office Building
54 South High Street, Room 415, Wailuku, Hawaii 96703

MINUTES

The meeting was called to order at 9:43 A.M. with quorum by Chair, Dominic Inocelda. Neighbor Island council members from Kauai, Maui and the Big Island joined in via videoconferencing.

1. Attendance

Present:

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| – Dominic Inocelda | Language Access Advisory Council, Chair |
| – Serafin “Jun” Colmenares | Executive Director, Office of Language Access, Ex-officio |
| – Livia Wang (for Bill Hoshijo) | Executive Director, Civil Rights Commission, Ex-officio |
| – Lito Asuncion | Language Access Advisory Council Member |
| – Melba Bantay | Language Access Advisory Council Member |
| – Betty Brow | Language Access Advisory Council Member |
| – Namaka Rawlins | Language Access Advisory Council Member |
| – Dr. Tin Myaing Thein | Language Access Advisory Council Member |
| – Azi Turturici | Language Access Advisory Council Member |
| – Edelene Uriarte | Language Access Advisory Council Member |

Excused:

- | | |
|--------------------------------------|--|
| – Gerald Ohta | Language Access Advisory Council, Vice Chair |
| – Kristine Pagano (for Francine Wai) | Executive Director, DCAB, Ex-officio |
| – Alohalani Boido | Language Access Advisory Council Member |
| – Jennifer Dotson | Language Access Advisory Council Member |

Excused:

- Dr. Ruth Mabanglo Language Access Advisory Council Member
- Mary Santa Maria Language Access Advisory Council Member

Guests:

- Margarita Day Day Hopkins, newly appointed LAAC member

Staff:

- Rebecca Becky Gardner, new staff
- Gail McGarvey, staff

2. Welcome and Introductions

- The Chair welcomed all present and introduced Becky Gardner the new Office of Language Access (OLA) legal analyst to the council. An attorney, she comes to us from Representative Herkes' office at the State Legislature. She is also the Second Vice President of the Hawaii Filipino Lawyers Association. Also introduced was Margarita Day Day Hopkins on video conference from the Big Island. She is the Economic Development Officer for the County of Hawaii's Department of Research and Development. Her work with the county agriculture programs brings her in contact with many immigrant farmers.

3. Recognition to Betty Brow and Lito Asuncion as Outgoing Council Members

- The Chair recognized Betty Brow and Lito Asuncion, both outgoing council members, for their dedication, hard work and support of the council and its mission. He expressed how much the council appreciated their commitment.

4. Approval of minutes of the May 09, 2012 meeting

- The May 09, 2012 minutes were approved as presented.

5. Executive Director's Report

- Executive Director Jun Colmenares submitted a written report.
- Training of Trainers (TOT) Workshop will be postponed indefinitely. OLA encountered some problems in the bidding process. The two original partners had recently split apart and there was no longer a "sole source" but two bidders for the training. Legal issues arose regarding copyright ownership etc that OLA could not get involved in. The same letter was sent to both parties informing them of the postponement.
- The staff is working on the summer 2012 issue of the OLA newsletter which will come out in July.
- The Executive Director and Becky Gardner, attended the Access to Justice Commission's conference on "Justice in Jeopardy: Expanding to Justice in Challenging Economic Times" at the William S. Richardson School of Law on June 12, 2012.
- Oath of Office Certificate – This year newly appointed and reappointed council members will need to get their Oath of Office Certificates notarized and returned to OLA. (Dominic Inocelda, Gerald Ohta, Jennifer Dotson, Mary Santa Maria, Melba Bantay and Margarita Hopkins).
- The council will soon be looking for a replacement to represent Honolulu County (Oahu) as well as looking to fill the open "at large" position.

- Still pending notification regarding the signing ceremony for bill HB2374 from the Governor's office.
- DOH/DAGS still in the process of looking for office space for OLA.
- There are still some agencies who have not submitted a language access plan or the name of a state coordinator. A report to Bruce Coppa, Chief-of-Staff is being prepared to send to his office.
- The Executive Director will be out of the office June 27 to 29, 2012.

6. **Report of the Chair**

- Dominic Inocelda, Chair, has no report.

7. **Reports of Ad Hoc Committees**

- Cross Cultural Communications (CCC) LTI and OLA have to agree on respective responsibilities and guidelines for workshop participants who want to take the oral testing to complete the requirements to receive certification.
- **5th Annual Hawaii Conference on Language Access.**
- Jennifer Dotson, Chair for the Pre-planning Committee made her report on the committee's progress. They are still looking for a Hawaiian word to use as the conference theme.
- Jun Colmenares said they are still working on the topics and speakers and handed out a tentative speakers' schedule.
- Jennifer Rose, Office of Gender Equity specialist at UH Manoa, has accepted the invitation to be the emcee.
- Sugoi Bento & Catering has been selected to supply bento lunches for both days of the conference.
- Reminder that for LAAC members from the neighbor islands who will be attending the conference travel expenses will be paid for by OLA.

- **2012 Language Access Month** – Requests have been sent to both state and county offices regarding the printing of the August payroll stub messages. After an initial meeting with Jun Colmenares, Becky Gardner, Jennifer Rose, Gender Equity Specialist, UH Mana, Dina Shek Legal Director, Medical-Legal Partnership for Children in Hawaii, Calleen Ching of Hawaii Immigrant Justice Center, and some law students at the William S. Richardson School of Law to discuss the law forum, it was decided that due to time constraints on participants, etc. that it would not be held in August but moved to a later date in the fall. The William S. Richardson School of Law is willing to be a sponsor and offer some financial support. A suggestion was made to publish an article on language access in the local newspaper.

8. **Update on OLA Brochures**

- Printing quotes for the OLA brochure in English were obtained. Need to get the brochures translated into various other languages.

9. **Announcements**

- IAC, Inter-Agency Council for Immigrant Services, President Dominic Inocelda said the next meeting is on Wednesday, July 25, 2012 at 2:30 p.m. The new meeting schedule of every other month starts.

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- Office of Community Services (OCS) Immigrant Planning Session, Tuesday June 27, 2012 at 9:00 a.m. – 12:00 p.m. at the State Capitol room 325, is holding a needs assessment/resource mapping meeting on services for immigrants.
- The Hawaii State Ethics Commission memo was distributed to all LAAC members to report any gift disclosures. Disclosure statements are only to be filed if reportable gifts were received in the past year. If no gift was received no response needs to be given.
- Next Language Access Advisory Council Meeting date is Wednesday, July 11, 2012 at 9:30 AM – 11:00 AM. Namaka Rawlins informed us that she will not be able to attend the next month's meeting.

10. **Adjournment**

- Meeting was adjourned at 10:43 a.m.