



## DISABILITY AND COMMUNICATION ACCESS BOARD

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1010 Richards Street, Room 118 • Honolulu, Hawaii 96813  
Ph. (808) 586-8121 (V) • Fax (808) 586-8129 • TTY (808) 586-8162

### AGENDA

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#### Disability and Communication Access Board Executive Committee Meeting

Location: AAFES Building  
919 Ala Moana Blvd., Room 103, Honolulu, HI 96814

Date: September 14, 2017  
Time: 1:00 p.m.

- I. Call to Order
- II. Introductions
- III. Disability and Communication Access Board Budget for FY 2017-2018
- IV. Open Forum
- V. Adjournment

If you require an auxiliary aid or accommodation due to a disability, please contact (808) 586-8121 (voice) or email at [dcab@doh.hawaii.gov](mailto:dcab@doh.hawaii.gov) by September 8, 2017.



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### MINUTES

#### Disability and Communication Access Board Executive Committee Meeting

Location: AAFES Building  
919 Ala Moana Blvd., Fifth Floor Conference Room, Honolulu, HI 96814

Date: September 14, 2017  
Time: 12:40 p.m.

PRESENT: Bill Bow, Chairperson; Monty Anderson-Nitahara, Pauline Aughe, Rosanna Daniel-Kanetake, Nikki Kepoo, Michael Okamoto, Board Members; Francine Wai, Staff

I. The meeting was called to order at 12:40 p.m. by Chairperson Bill Bow.

II. Disability and Communication Access Board Budget for FY 2017-2018

Francine Wai referred Committee members to the proposed budget/expenditure plan that was mailed to all members. She noted that the Department of Budget and Finance imposed 10% restrictions in the first quarter on all Departments and all programs that are general funded. Subsequently, they imposed the restrictions for the entire year, noting that 5% is firm and 5% is soft, depending upon the projections from the Council on Revenues. The budget presented represents a 6.25% restriction (equivalent to 10% in first quarter and 5% in subsequent quarters), for which she noted that she is comfortable after speaking with the Department of Health. The Committee discussed the proposed budget and narrative for both the general fund and special fund, as presented. It was noted that some expenses that were formally all general-funded (i.e., phone, computers, supplies, travel, etc.) have been pro-rated with the special fund, allowing us to absorb the restrictions this year. The Committee approved the Expenditure Plan as presented (attached to the minutes) (M/S/P Okamoto/Daniel-Kanetake).

III. Open Forum

There were no comments in the Open Forum.

IV. The meeting was adjourned at 1:00 p.m. by Chairperson Bill Bow.

NOTE: All votes were unanimous unless otherwise noted.

Respectfully submitted,

FRANCINE WAI