



## DISABILITY AND COMMUNICATION ACCESS BOARD

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

### AGENDA

#### Standing Committee on Communication Access Meeting

Location: Kamamalu Building  
1010 Richards Street, Conference Room 111A  
Honolulu, HI 96813

Date: January 17, 2019  
Time: 1:00 p.m.

- I. Call to Order
- II. Introductions
- III. Approval of September 20, 2018 Meeting Minutes
- IV. Old Business
  - A. Amend Hawaii Administrative Rules, Title 11, Chapter 218, "Communication Access Services for Deaf, Hard of Hearing, and Deaf-Blind" – Update
  - B. Hawaii Quality Assurance System – Update
  - C. HQAS Continuing Education Unit Workshops – Update
    - a. January 11, 2019 Workshop: "Vocabulary of the Legislative Process"
  - D. Communication Access Cards
  - E. Interpreter Mentoring
  - F. 2019 Hawaii Legislative Session – Open Movie Captioning Bill
  - G. Outreach for Consumers
- V. New Business
  - A. HQAS +H Videos
  - B. Code of Professional Conduct
  - C. Recommended Fee Schedule

VI. Next Meeting

VII. Announcements

VIII. Open Forum: Public comment on issues not on the agenda, but to be considered for placement on a future Committee meeting agenda.

IX. Adjournment

If you need an auxiliary aid/service or other accommodation due to disability, contact Cindy Omura at (808) 586-8121 or [dcab@doh.hawaii.gov](mailto:dcab@doh.hawaii.gov) as soon as possible, preferably by January 14, 2019. If a response is received after January 14, 2019, we will try to obtain the auxiliary aid/service or accommodation, but we cannot guarantee that the request will be fulfilled.

Upon request, this notice is available in alternate formats such as large print, Braille, or electronic copy.



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## MINUTES

### Standing Committee on Communication Access Meeting

Location: Kamamalu Building  
1010 Richards Street, Conference Room 111A  
Honolulu, HI 96813

Date: January 17, 2019  
Time: 1:00 p.m.

PRESENT: Nikki Kepo'o, Chairperson; Justin Tokioka, Ami Tsuji-Jones, Board Members;  
Francine Wai, Colin Whited, Kamaile Hopfe, Staff;

ABSENT: Misella Tomita, Board Member; Kirby Shaw, Staff

#### SIGN LANGUAGE

INTERPRETERS: Mala Arkin, Michelle Morris

#### I. Call to Order

Chairperson Nikki Kepo'o, called the meeting to order at 1:07 p.m.

#### II. Introductions

The attendees introduced themselves.

#### III. Approval of July 19, 2018 and September 20, 2018 Meeting Minutes

The Committee approved the July 19, 2018 minutes (M/S/P Tsuji-Jones/Tokioka).  
The Committee also approved the September 20, 2018 minutes (M/S/P  
Tokioka/Tsuji-Jones).

NOTE: The minutes were written in the order the items were shown on the agenda, not as they were discussed at the meeting.

#### IV. Old Business

##### A. Amend Hawaii Administrative Rules, Title 11, Chapter 218, "Communication Access Services for Deaf, Hard of Hearing, and Deaf-Blind" – Continued Discussion

At the last meeting, staff reported that the proposed Communication Access rules, draft memorandum, and draft Small Business Impact Statement were sent to the Deputy Attorney General (AG) on August 15, 2018 for approval to

proceed with rulemaking. Today, DCAB received the Ramseyer version of the rules back from the Deputy AG, which had only few changes. Changes to the standard version of the rules and the memorandum are anticipated back any day now.

It was explained that at some point this year, DCAB will hold a public hearing on the proposed administrative rules. One or two Committee members will need to be present to preside over the hearing. It was also explained that Committee members are not required to respond to questions during the public hearing; they only need to note any comments that are offered. After some discussion, it was determined that Chairperson Nikki Kepo'o will represent the Committee and preside over the public hearing. When the hearing date is set, it will be determined whether an additional member of the Committee will also attend.

B. Hawaii Quality Assurance System – Update

Staff reported that there are currently twenty-seven (27) interpreters enrolled in the Hawaii Quality Assurance System (HQAS) Continuing Education Program. There are no interpreters on a Continuing Education Unit (CEU) extension.

Staff also reported that the HQAS Test performances of two (2) interpreters were evaluated; they both were issued an HQAS Level III +H credential. DCAB also administered two (2) HQAS tests earlier this month, and the results of those tests are currently pending.

A Board member asked how many sign language interpreters DCAB currently has on its providers list, and staff responded by stating that the list has forty (40) interpreters. Any interpreter who wishes to be added to the list should contact DCAB at (808) 586-8121 or email [communicationaccess@doh.hawaii.gov](mailto:communicationaccess@doh.hawaii.gov).

C. HQAS Continuing Education Unit Workshops – Update

Staff reported that on January 11, 2019, DCAB hosted a CEU workshop on vocabulary of the legislative and budget process. This workshop was previously offered on January 13, 2018. Thanks to staff's efforts, for the first time, DCAB was able to allow for neighbor island interpreters to participate in a CEU workshop remotely. A total of eleven (11) individuals participated, with three (3) from the neighbor islands.

D. Communication Access Cards

Staff reported that approximately 2,500 cards have been sent to various locations statewide. The card was also included in end-of-year highlights by the Department of Health, recognizing the card as one of the agency's 2018 accomplishments.

A Committee member asked whether more cards were being printed. Staff responded by confirming that an expenditure request has been submitted for cards to be printed.

E. Interpreter Mentoring

Staff reminded the Committee that discussion on this item has been held because a lack of quorum has prevented the Committee from taking needed action before staff can move forward. Staff rehashed the history of this agenda item, which began when the Board set aside \$2,000 to enhance mentoring opportunities for American Sign Language (ASL) interpreters. This was done after DCAB received CEU workshop sponsorship applications in Fall 2017.

Staff explained that several questions arose as this possibility was explored. At previous meetings, Executive Director Francine Wai has emphasized that DCAB is not an organization with expertise in curriculum or academic program development. For example, looking at other programs within DCAB, resources are not geared toward curriculum development for architects, special education teachers, attorneys, or similar professionals. However, DCAB is in the business of supporting continuing education opportunities to ensure that those professionals are better able to serve individuals with disabilities. That said, with respect to mentoring ASL interpreters, funds were set aside by the Board to support more mentoring options to improve skills of ASL interpreters. This is not to be confused with DCAB spearheading the establishment of a structured mentoring option locally.

The Committee then discussed the viability of DCAB funding leading to more mentoring opportunities for ASL interpreters to improve their skills. After discussion by the Committee, the following motion was made:

**MOTION:** The Committee discontinued any further action regarding funding for interpreter mentoring opportunities. Instead, the Committee approved opening applications for two (2) CEU workshops up to \$1,600 each without specifying topic priorities (M/S/P Kepo'o/Tokioka).

While specific workshop topics will not be identified on the application to prevent restricting ideas, Committee members expressed strong interest in seeing topics that involve interpreting in educational settings.

The application for the two (2) DCAB-funded workshops will be updated and posted on DCAB's web site by staff. An email announcement with the application will also be sent to the community. The deadline for receiving applications is the end of February 2019. Staff will review the applications and a final decision will be made at the Standing Committee on Communication meeting in March 2019.

F. 2019 Hawaii Legislative Session – Open Movie Captioning Bill

Staff announced that DCAB's Open Movie Captioning bill is being included in the Administration's Package for this Legislative session. The bill is the same



as last year's, which proposes the following amendments: 1) eliminate the sunset date; 2) increase the number of open caption (OC) showings to two per week; and 3) remove language allowing "lightweight eyewear" as a substitute to OC showings.

G. Outreach for Consumers

Staff announced that DCAB has contracted with Ryan Marshall to produce videos of staff providing updates on the movie bill, primarily, but also on other legislative matters relating to communication access as well. Individuals wishing to receive these updates should call (808) 586-8121 or email [communicationaccess@doh.hawaii.gov](mailto:communicationaccess@doh.hawaii.gov). The videos will also be uploaded to DCAB's Communication Access page on Facebook.

The Committee recommended that, when posting updates to Facebook, DCAB "tag" key stakeholders with Facebook pages in order to broaden the post's reach.

V. New Business

A. HQAS +H Videos

Staff explained that once the administrative rules are approved, the +H component of the HQAS Test will no longer be offered. In its place, videos related to interpreting using local language/dialect will be developed. Interpreters wishing to obtain a state credential will be required to view these videos, which DCAB has contracted with the Comprehensive Service Center (CSC) to develop.

B. Code of Professional Conduct

Staff announced that, upon approval of the proposed administrative rules, the current HQAS Code of Ethics will be replaced with a Code of Professional Conduct (CPC). The CPC will mirror the Registry of Interpreters for the Deaf (RID) Code of Professional Conduct. DCAB has also contracted with the CSC to develop videos related to the interpreter Code of Professional Conduct. These videos will not be a translation of the CPC, but rather a series of scenarios that apply to the CPC. The vision is to include scenarios commonly experienced, especially here in Hawaii.

C. Recommended Fee Schedule

Staff reminded the Committee that a significant change to the administrative rules involves the DCAB Recommended Fee Schedule, which will be removed from the rules and exist as a stand-alone document. This stand-alone Recommended Fee Schedule will go in effect once the proposed administrative rules are adopted.

VI. Next Meeting

The next meeting is scheduled for Thursday, March 21, 2019 at 1:00 p.m. at 1010 Richards Street (Kamamalu Building) in room 118.

VII. Announcements

No announcements were made.

VIII. Open Forum

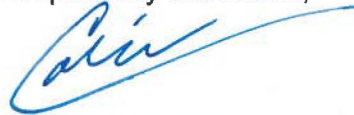
No issues were discussed.

IX. Adjournment

The meeting adjourned at 2:52 p.m.

NOTE: All votes were unanimous unless otherwise noted.

Respectfully submitted,



COLIN M. WHITED