



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

Disability and Communication Access Board Executive Committee Meeting

Location: Kamamalu Building
1010 Richards Street, Room 118, Honolulu, HI 96813

Date: March 21, 2019
Time: 1:00 p.m.

- I. Call to Order
- II. Disability and Communication Access Board Bylaws
- III. Disability and Communication Access Board Member Manual
- IV. Executive Session (Closed)
- V. Adjournment

If you need an auxiliary aid/service or other accommodation due to a disability, contact Cindy Omura at (808) 586-8121 or dcab@doh.hawaii.gov as soon as possible, preferably by March 18, 2019. If a response is received after March 18, 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 alternative formats such as large print, Braille, or electronic copy.



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MINUTES

Disability and Communication Access Board Executive Committee Meeting

Location: Kamamalu Building
1010 Richards Street, Room 118, Honolulu, HI 96813

Date: March 21, 2019
Time: 1:00 p.m.

PRESENT: Bill Bow, Chairperson; Monty Anderson-Nitahara, Pauline Aughe,
Rosanna Daniel-Kanetake, Justin Tokioka, Board Members; Francine
Wai, Staff

ABSENT: Nikki Kepo'o, Marie Kimmey, Board Members

GUEST: Peter Fritz

SIGN LANGUAGE

INTERPRETERS: Mala Arkin and Carie Sarver

I. The meeting was called to order at 1:00 p.m. by Chairperson Bill Bow.

II. Disability and Communication Access Board Bylaws

Francine Wai referred members to a copy of the Bylaws which were mailed to all members. Since the Bylaws were last amended in 2016, they are fairly current. However, several provisions that should have been amended were overlooked. Those were references to the first set of elections and the position of the Assistant Director, which was eliminated in a reorganization to create an ADA Coordinator/Planner position. The other change was to add a reference that the Executive Committee may fill a vacancy of an officer position vacated mid-term. The Committee approved the changes which will be forwarded to the full Board for approval at its next meeting. Guest Peter Fritz expressed concern that the document should obtain legal review. In the interim, the document will be forwarded to our Deputy Attorney General for review (M/S/P Aughe/Anderson-Nitahara).

III. Disability and Communication Access Board Member Manual

Francine Wai referred members to a proposed new Board Member Manual that is given to the Board members after Senate confirmation. The Manual was last

updated in 2007 and, thus had many revisions. Most notably, the staff was reorganized and new positions have been added, or positions were reclassified since 2007. Guest Peter Fritz expressed concern that the document should obtain legal review and that the Special Parent Information Network (SPIN) positions are inappropriate to DCAB. The Committee approved the changes which will be forwarded to the full Board for approval at its next meeting. In the interim, the document will be forwarded to our Deputy Attorney General for review (M/S/P Aughe/Anderson-Nitahara).

IV. The meeting was adjourned at 1:20 p.m.

Respectfully submitted,



FRANCINE WAI