



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: Virtual Location Via Zoom

Date: September 3, 2020

Time: 4:00 p.m.

To join by PC or mobile device, click on the link below or copy and paste it into your browser window: <https://us02web.zoom.us/j/86947743703> and enter Meeting ID: 869 4774 3703.

To join by phone, dial 1 669 900 6833 and enter Meeting ID: 869 4774 3703.

- I. Call to Order
- II. Budget Update
 - Update on current status of DCAB budget
- III. Executive Session (Closed)

The Board anticipated going into Executive Session pursuant to HRS 92-5(a)(2) to consider the hire, evaluation, dismissal, or discipline of an officer or employee (Director) or of changes brought against the officer or employee, where consideration of matters affecting privacy will be involved.

- IV. 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 August 31, 2020. If a response is received after August 31, 2020, 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: Virtual Location Via Zoom
Date: September 3, 2020
Time: 4:00 p.m.

PRESENT: Pauline Aughe, Chairperson; Rosanna Daniel-Kanetake, Nikki Kepo'o, Marie Kimmey, Summer Kozai, Phyllis Meighen, Board Members; Kirby Shaw, Kristine Pagano, Staff

ABSENT: Amy Tsuji-Jones, Board Member

GUESTS: Peter Fritz, Francine Wai

SIGN LANGUAGE

INTERPRETERS: Mala Arkin and Carie Sarver

I. Chairperson Pauline Aughe called the meeting to order at 4:08 p.m.

II. Budget Update

Executive Director Kirby Shaw and DCAB Administrative Officer Kristine Pagano reported on the current budget status. They noted that only funds for the first quarter of the fiscal year have been released and all means of financing received a ten percent restriction. Kirby Shaw said that the budget restriction applied across the board to all departments and agencies. He said that the restriction is the result of reduced tax revenue stemming from reduced economic activity. He noted that the Council on Revenues would issue a report in mid-September on projected revenues for this and upcoming years which will inform the Governor and Legislature about what they need to do in terms of government priorities and whether greater spending restrictions must be imposed. Guest Peter Fritz said that he knows of two cabinet members who are planning for twenty percent restrictions. Kirby Shaw added that DCAB's budget review included up to a twenty percent restriction and noted that no new budget information has been issued to programs to date. Board member Nikki Kepo'o asked whether budget decisions were matters for the Board to consider. Kirby Shaw responded by saying that budget decisions are the responsibility of management, but that he would seek the Board's support. He added that the Board's role is to provide guidance on policy, such as establishing the objectives for the agency in the Plan of Action. Board member Phyllis Meighen asked whether the same framework

on budget decisions applied to the use of special funds. Kirby Shaw responded in the affirmative.

Board member Rosanna Daniel-Kanetake left the meeting.

III. Executive Session (Closed)

Prior to entering into closed Executive Session for the purposes of an evaluation of the Executive Director, public comment was taken. Guest Peter Fritz offered comments as summarized below.

- DCAB should have a Deputy Attorney General present at all meetings to provide guidance to the Board on legal matters.
- Kirby Shaw should perform management functions and have someone else staff Legislative Committee meetings.
- Mr. Fritz is upset because he did not receive a fax that he requested. Mr. Fritz said Kirby Shaw's email to him stated that the fax was sent, but there was no evidence of the transmittal.
- It is not the right time to evaluate the Executive Director's performance against his job description because of the intervening pandemic.

Guest Peter Fritz then announced that he was leaving the meeting.

At the conclusion of public comments, the Committee voted to enter closed session (M/S/P Kimmey/Kepo'o).

IV. Return to Open Session

Upon returning to Open Session, the Committee informed Kirby Shaw that the Committee would be conducting an informal feedback for the period of time November 1, 2019 - June 30, 2020 with the first formal evaluation from July 1, 2020 - June 30, 2021. This process and timeframe have been confirmed with the Department of Health Human Resources Office. The Committee did not finish its business and announced that the Executive Session would continue on September 11, 2020 at 10:00 a.m. Staff will post a Meeting Continuance Notice.

V. Adjournment

The meeting adjourned at 6:25 p.m. (M/S/P Kimmey/Meighen).

Respectfully submitted,



KIRBY L. SHAW