



## DISABILITY AND COMMUNICATION ACCESS BOARD

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

### AGENDA

#### Standing Committee on Facility Access Meeting

Location: Virtual Location Via Zoom

Date: May 13, 2021

Time: 10:30 a.m. to 12:00 p.m.

**To join by PC or mobile device**, click on the link below or copy and paste it into your browser window: <https://zoom.us/j/96924772017> and enter Meeting ID: 969 2477 2017

**To join by phone**, dial 1 253 215 8782 and enter Meeting ID: 969 2477 2017

- I. Call to Order
- II. Introductions
- III. A. Approval of Meeting Minutes of March 11, 2021
- IV. Old Business
  - A. Document Reviews and Implementation of Fee Schedule – Update
  - B. Update on 2021 Disability Access Conference
- V. New Business
  - A. Review and Discussion of Facility Access Section of Plan of Action for FY 2021 - 2022
- VI. Open Forum
- VII. Next Meeting: TBD
- VIII. 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 May 10, 2021. If a response is received after May 10, 2021, 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

### Standing Committee on Facility Access Meeting

Location: Virtual Location Via Zoom  
Date: May 13, 2021  
Time: 10:30 a.m. – 12:00 p.m.

PRESENT: Marie Kimmey, Chairperson; Ron Awa, Scott Fleming, Michael Nojima, Board Members; Duane Buote, Rodney Kanno, Staff

- I. Chairperson Marie Kimmey called the meeting to order at 10:34 a.m.
- II. Board members and staff introduced themselves.
- III. Members approved the meeting minutes of March 11, 2021 (M/S/P Awa/Fleming).
- IV. Old Business

A. Document Reviews and Implementation of Fee Schedule – Update

Duane Buote informed the Committee members that the Facility Access Unit (FAU) reviewed 103 projects from April 1 to May 11, 2021 of which 73 were new submittals. The FAU collected \$116,001 in fees during that same period of time.

B. Update on 2021 Disability Access Conference

Duane Buote explained that the virtual 2021 Disability Access Conference will be held on May 27 and 28, 2021 from 8:00 a.m. – 11:30 a.m. (HST) each day. William Botten and Juliet Shoultz from the U.S. Access Board will be conducting presentations on the following topics:

- Accessible Sidewalks, Shared Use Paths, and Street Crossings
- Accessible Transportation Facilities
- Accessible Recreation Facilities
- Accessible Assembly Areas

V. New Business

A. Review and Discussion of Facility Access Section of Plan of Action for FY 2021 – 2022

Duane Buote informed the Committee members that the proposed draft Facility Access section of the FY 2021-2022 Plan of Action is the same as the previous year except for the addition of two objectives. He explained that the reason for adding the two objectives is to ensure the FAU is able to maintain the necessary funding to

cover the Unit's operating expenses in the future. When the fee structure was originally developed it was only based on projections. Now that historical data is available to compare the amount generated in fees annually in comparison to the amount spent from the special fund, we have the ability to analyze if whether the fee structure as it is written will allow the Unit to generate adequate income to cover current and future operational costs. Because the fee collections are dependent on the number of plan submittals and the estimated cost of construction, the amounts collected fluctuate, which is one of the reasons for creating a buffer in the special fund before all of the FAU positions were moved over from the general fund. Now that \$1,000,000 is projected to be taken from the special fund, the need to analyze the fee structure is more pertinent, which was a contributing factor in staff's recommendation to add the Plan objectives 2.1.7 and 2.1.8 below.

2.1.7 Evaluate the review fee rates charged for the review of plans under §103-50, Hawaii Revised Statutes, to determine whether the rates are adequate to sustain future budget requirements. **(Priority 2)**

2.1.8 Propose legislation to amend §103-50, Hawaii Revised Statutes, to increase the plan review fee rates to sustain future budget requirements. **(Priority 2)**

Members approved the recommended Facility Access section of the 2021-2022 Plan of Action (M/S/P Awa/ Nojima).

VI. Open Forum

There were no items raised.

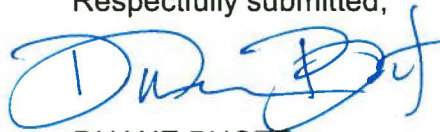
VII. Next Meeting

Next Meeting: TBD

VIII. The meeting adjourned at 10:52 a.m.

Note: All votes were unanimous unless otherwise noted.

Respectfully submitted,



DUANE BUOTE