



# DISABILITY AND COMMUNICATION ACCESS BOARD

1010 Richards Street, Rm. 118 • Honolulu, Hawai'i 96813  
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## NOTICE OF MEETING

### Disability and Communication Access Board

#### General Board Meeting

April 4, 2024

11:00 a.m. – 1:00 p.m.

#### AGENDA

The Disability and Communication Access Board will be meeting remotely using interactive conference technology. The public is welcome to participate as follows.

#### Public In-Person Meeting Location

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

#### Participate Virtually via Zoom

Click on the link below or copy and paste it into your browser window:

<https://us02web.zoom.us/j/83163462868?pwd=WjBUSIVtSGc3R3FGaDBUQVdSTVl1Zz09>

and enter Meeting ID: 831 6346 2868, Passcode: 717213

#### To join by phone

Dial 1 669 900 6835 and enter Meeting ID: 831 6346 2868, Passcode: 717213

#### Public Testimony

Testimony or comments presented by members of the public during Board meetings shall be limited to three minutes per agenda item. In compliance with the Americans with Disabilities Act, a reasonable amount of additional time shall be afforded to persons with a communication disability to present testimony or comments, if needed. Any person who needs additional time to present testimony or comments is encouraged to contact the DCAB office in advance of the meeting. This rule shall be placed at the beginning of all Board meeting agendas.

Members of the public may present comment or testimony during Board meetings on each agenda item. Public comment or testimony, if any, shall be presented on each agenda item before the Board deliberates on the item. After all public comment or testimony is presented, the Board shall deliberate on the agenda item without further comment or testimony from the public unless further public comment or testimony is requested by the Board.

**Written Testimony** - To ensure the public as well as Board members are able to review testimony prior to the meeting, written testimony should be submitted 48 hours prior to the

scheduled meeting date and time. Any written testimony submitted after such time will be distributed to the members and the public at the meeting. Written testimony may be submitted by one of the methods listed below:

- By email to: [dcab@doh.hawaii.gov](mailto:dcab@doh.hawaii.gov)
- By U.S. Postal Mail:  
Kirby Shaw, Disability and Communication Access Board, 1010 Richards Street, Room 118, Honolulu, HI 96813
- By facsimile to: (808) 586-8129

## AGENDA

- I. Call to Order  
Review Remote Meeting Procedures
  - This meeting is being recorded.
  - A quorum of Board members is required to be visible on screen.
  - If quorum is not achieved at the beginning of the meeting or quorum is lost, the meeting will be stopped and cancelled.
  - If a board member leaves the meeting, the board member will need to notify the Chairperson.
  - Raise hand to speak unless called upon.
  - Identify yourself before speaking.
- II. Roll Call/Introductions
- III. Statement from Public and Written Testimonies Submitted
  - Report on testimony and presentations from November 16, 2023 meeting. See notes of the testimony and presentations received on November 16, 2023 on draft minutes.
    - Rules of Public Testimony and Office of Information Practices Guidelines
    - Submit Testimony Webpage demonstration.
    - Courtesy letters to departments and agencies regarding public notice and agenda accessibility issues.
  - New and/or additional testimony.
- IV. Approval of General Board Meeting Minutes of November 16, 2023.
- V. Executive Director's Report  
Report on testimony and presentations from November 16, 2023 meeting. See notes of the testimony and presentations received on November 16, 2023 draft minutes.
  - Update on Act 172, SLH 2022 - Hawaii Electronic Information Technology Accessibility Act – Working Group progress on developing the “Hawaii Electronic Information Technology Disability Access Standards.”
  - Personnel
    - Recruitment for the Planner/ADA Coordinator, Communication Access Specialist, Program Support Technician I positions – Update.
  - Videos on Civil Rights in American Sign Language for persons who are Deaf, Hard of Hearing and DeafBlind.
  - Training sessions for State ADA Coordinators and employees on making web content accessible for persons with disabilities.

- Board member resignation.

## VI. Committee Reports

Report on testimony and presentations from November 16, 2023 meeting. See notes of the testimony and presentations received on November 16, 2023 draft minutes.

- A. Executive Committee  
No meeting held. No report.
- B. Legislative Committee
- Report of the Committee meetings held on January 31, February 7, February 23, and March 18, 2024.
  - Total number of bills and resolutions the Committee has taken a stance on, number of bills and resolutions that are still alive, and the number of testimonies submitted to date.
  - DCAB travel bill and minibus parking bill.
- C. Standing Committee on Communication Access
- Report on SB 3290 SD2 HD1 – Relating to American Sign Language.
  - Establish in-person Quarterly Continuing Education Unit Workshops.
  - Organize State Communication Access Conference by Next Summer.
  - Recruit individuals to take Hawaii Quality Assurance System testing and increase the number of interpreters with Hawaii State Sign Language Interpreter Credentials.
- D. Standing Committee on Facility Access  
No meeting held. No report.
- E. Standing Committee on Parking
- Report of the Committee meetings held on November 9, 2023 and March 19, 2024.
  - Proposed parking related legislation for the 2024 session.
  - Status on the issuance of disability parking permits.
  - Report on the number of submissions via the webpage to report the misuse of disability parking permits and the webpage to report reserved parking spaces for persons with disabilities that do not comply with the Americans with Disabilities Act and or State design requirements.
  - Statistics on the number of emails sent to permittees regarding a pending disability parking permit expiration.
  - Update on letter to ADA Title III entities with 100 or more parking spaces requesting additional accessible spaces and informing them of a voluntary information sign that can be placed at their van accessible parking spaces to notify permittees that the priority for using such spaces is for vehicles with a side mounted lift/ramp.
  - Update on procurement of placards and decals.
  - Update on crosscheck of DCAB Parking Database with the Office of Vital Records Deceased Residents Database.
- F. Standing Committee on Transportation
- Report of the Committee meetings held on November 9, 2023 and March 19, 2024.

- Proposed Amendments to the DCAB Guiding Principles on Public Transit Fixed Route Bus Service and Paratransit Service and DCAB Guiding Principles on the Mobility and Safety of Pedestrians.

G. Special Parent Information Network (SPIN)

- Working with the Civil Rights Compliance Branch (DOE) Work Group.
- SPIN's participation in the Maui Ohana Resource Fair.
- SPIN Conference Update.
- Presentation at the Office of Student Support Services Conference.
- Children's Mental Health Acceptance Activities.

VII. Old Business

Report on testimony and presentations from November 16, 2023 meeting. (see notes of the testimony and presentations received on November 16, 2023 draft minutes)

A. ADA Coordination

- Review statistics of ADA technical assistance program. Update.
- Making web content accessible for persons with disabilities training sessions for ADA Coordinators.

VIII. New Business

A. Report on the U.S. Department of Justice, Notice of Proposed Rulemaking, Nondiscrimination on the Basis of Disability, Accessibility of Web Information and Services of State and Local Government Entities.

B. U.S. Department of Transportation – Notice of Proposed Rulemaking - Ensuring Safe Accommodations for Air Travelers with Disabilities Using Wheelchairs – Staff Summary.

IX. Open Forum: Public comment on issues not on the agenda for consideration for the Board's agenda at the next meeting.

X. Next Meeting on May 16, 2024 at 11:00 a.m. – 1:00 p.m.

XI. Adjournment

If you need an auxiliary aid/service or other accommodation due to disability, contact Scott Castor at (808) 586-8121 or email [dcab@doh.hawaii.gov](mailto:dcab@doh.hawaii.gov) as soon as possible. Requests made as early as possible have a greater likelihood of being fulfilled.

Upon request, this notice is available in alternate/accessible formats.

The agenda and meeting materials for this meeting are available for inspection at DCAB's office located at 1010 Richards Street, Room 118, Honolulu, Hawaii 96813 and on DCAB's website at: <https://health.hawaii.gov/dcab/dcab-agendas-and-minutes/>.