

# DISABILITY AND COMMUNICATION ACCESS BOARD

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

## NOTICE OF MEETING

### Disability and Communication Access Board

### Standing Committee on Parking Meeting

January 8, 2024  
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, Hawaii 96813

### **Participate Virtually via Zoom**

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

<https://us02web.zoom.us/j/86887835947?pwd=UmRweURsd3lZRvVwVjVfZdEZLd1VoZz09>  
and enter Meeting ID: 868 8783 5947; Passcode: Park

### **To join by phone**

Dial 1 253 215 8782 and enter Meeting ID: 868 8783 5947; Passcode: Park

### **Public Testimony**

**Oral testimony** - Members of the public may present comment or testimony on each agenda item.

**Written Testimony** - To ensure the public as well as its Board members receive such testimony in a timely manner, written testimony should be submitted 24 hours prior to the scheduled meeting date and time. Any written testimony submitted after such time cannot be guaranteed to be distributed in time for the meeting. Written testimony may be submitted by one 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 Committee members is required to be visible on screen.
  - Raise hand to speak unless called upon.
  - Identify yourself before speaking.
- II. Introductions
- III. Written Public Testimonies Submitted - Review
- IV. Approval of Meeting Minutes of November 9, 2023
- V. Old Business
  - A. Disability Parking Placard Issuance Statistics for Quarter 2 Fiscal Year 2023-2024 – Update.
  - B. Email Notification to Permittees of Pending Parking Permit Expirations for Quarter 2 Fiscal Year 2023-2024 – Update.
  - C. Procurement of Disability Parking Placards and Month/Year Decals – Update.
  - D. Death Records Crossmatch and Disability Parking Permit Retrieval – Update.
  - E. Public Education Efforts
    1. Webpage for Reporting Placard or Access Aisle Abuse - Number of Submissions - Update.
    2. Webpage for Reporting Non-Design Compliant Accessible Spaces - Number of Submissions – Update.
  - F. Van Accessible Spaces
    1. Public Education Options: “Park with Aloha” theme.
      - A. Voluntary Informational Signs for Van Accessible Spaces at Places of Public Accommodation – Update.
    2. Requesting State and local governments to increase the number of accessible and/or van accessible parking spaces at their facilities - Update.
    3. Requesting private entities with parking facilities to consider providing accessible parking spaces and/or van accessible parking spaces that exceed the minimum number required by the Americans with Disabilities Act Accessibility Guidelines and other accessibility considerations – Update.

G. Draft Legislation

1. Travel Placard.
2. Combo Bill - Suspension of driver's license for using a deceased permittee's parking permit, remittance of fines imposed from citations to agencies that issued the citations, authorizing counties to enforce accessible parking space design requirements at places of public accommodation.

VI. New Business

1. Recruitment assistance for the Honolulu Police Department's (Volunteer Special Enforcement Officer (VSEO) Program.
2. Change in City and County of Honolulu procedures when applying for a disability parking permit at a Satellite City Hall.

VII. Open Forum: Public comment on issues not on the agenda for consideration on a future Committee agenda.

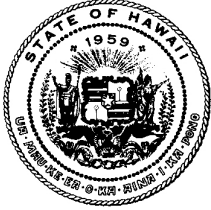
VIII. Next Meeting

IX. 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](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/accessibile formats.

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



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## MINUTES

### Standing Committee on Parking Meeting

Location: Virtual via Zoom and 1010 Richards Street, Room 118

Date: January 8, 2024

Time: 1:00 p.m.

PRESENT: Summer Kozai, Chairperson; Violet Horvath, Charlotte Townsend, Board Members; Bryan Mick, Romala Sue Radcliffe; Staff

ABSENT: Gerald Ohta, Board Member

- I. Chairperson Summer Kozai called the meeting to order at 1:03 p.m.
- II. Chairperson Summer Kozai reported no written public testimony was submitted.
- III. The Committee approved the November 9, 2023, meeting minutes (M/S/P Townsend/Horvath).
- IV. Old Business

A. Parking Placard Issuance Statistics

Bryan Mick reported that in the second quarter of fiscal year 2023-2024, around seven thousand four hundred (7,400) placards were issued. Three hundred (300) special license plates were reauthorized or issued. Of the placards, about two thousand one hundred (2,100) were temporary and five thousand three hundred (5,300) were long term. DCAB issued two thousand two hundred (2,200) long term placards and twenty-four (24) Disabled Paid Parking Exemption Permits (DPPEP). The placard renewal rate was sixty six percent (66%).

B. Email Notification to Permittees of Pending Parking Permit Expirations

For the second quarter of fiscal year 2023-2024, DCAB emailed one thousand three hundred and thirty-three (1,333) permittees to notify them of their pending permit expirations.

C. Procurement of Parking Placards and Decals

The long term and temporary placards arrived in December and were distributed to the counties. A new solicitation will be posted for placards and decals.

D. Death Records Crossmatch and Parking Permit Retrieval

Four thousand three hundred sixty-five (4,365) death retrieval letters and pre-paid envelopes were sent out to the estates of permittees to retrieve the placards.

E. Public Education Efforts

Webpage for Reporting Placard or Access Aisle Abuse

Four (4) inquiries were submitted through the webpage to report abuse of a disability parking permit. Many are for vehicles parked in a reserved accessible space without displaying a disability parking permit, which is not something DCAB can follow up on since DCAB does not have access to the motor vehicle database.

Webpage for Reporting Non-Design Compliant Accessible Spaces

Five (5) submissions were made to the webpage on a non-design compliant parking space.

F. Van Accessible Spaces

Voluntary Informational Sign for Van Accessible Spaces at Places of Public Accommodation

Kirby Shaw is reviewing a press release about the informational sign. DCAB provided the Department of Accounting and General Services (DAGS) with twenty-five (25) signs.

Request State and Local Governments to Increase the Number of Accessible and or van Accessible Parking Spaces at Their Facilities

DCAB has not received any responses from their request to local and state government officials about providing additional accessible parking spaces that exceed the ADA minimum at State and County parking facilities.

Requesting Private Entities with Parking Facilities to Consider Providing Accessible Parking Spaces that Exceeds the Minimum Number

DCAB will continue to seek ways to encourage ADA Title III entities to create additional accessible parking spaces.

G. Draft Legislation

Travel Placard

Bryan Mick explained this bill would allow someone with an existing parking permit to obtain a second placard that would expire the last day of the month following their return travel date.

Combination Bill that Includes Suspension of Driver's License for Using a Deceased Permittee's Parking Permit, Remittance of Fines Imposed from Citations to Agencies that Issued the Citations and Authorizing Counties to Enforce Accessible Parking Space Design Requirements at Places of Public Accommodation

Bryan Mick explained the bill empowers the county examiner of drivers to suspend or revoke a driver's license of anyone cited for using a deceased permittee's placard to obtain parking privileges. This will require amending the parking statute so that using a placard issued to a deceased person is a separate violation from other types of illegal use.

The bill would also remit 50 percent (50%) of fines imposed from citations for violations of HRS §291 part III to the agencies that issued the citations. This will hopefully result in increased levels of enforcement.

The bill would also authorize the counties to enforce accessible parking space design requirements at places of public accommodation. This will provide a local mechanism when people observe non-compliant accessible parking spaces.

V. New Business

A. Recruitment Assistance for the Honolulu Police Department's (HPD) Volunteer Special Enforcement Officer (VSEO) Program.

Staff shared the HPD's VSEO policy. The program currently has ten (10) volunteers. The HPD coordinator is currently on leave.

B. Change in the City and County of Honolulu Procedures When Applying for a Disability Parking Permit at a Satellite City Hall.

The City and County of Honolulu has implemented an online appointment process for getting placards. DCAB spoke with the City's administration to suggest alternatives for those applicants who do not use the Internet and they have published a phone line where people can call for assistance.

VI. Open Forum

There were no comments.

VII. Next Meeting

The next meeting is scheduled for Tuesday, March 19, 2024, at 9:00 a.m.

VIII. Adjournment

The meeting adjourned at 1:57 p.m.

NOTE: All votes were unanimous unless otherwise noted.

Respectfully submitted,

/s/

ROMALA SUE RADCLIFFE