



# 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**

November 10, 2022

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://zoom.us/j/98498318821> and enter Meeting ID: 984 9831 8821

### **To join by phone**

Dial 1 253 215 8782 and enter Meeting ID: 984 9831 8821

### **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 August 26, 2022.
- V. Old Business
  - A. Parking Placard Issuance Statistics – Update.
  - B. Email Notification to Permittees of Pending Parking Permit Expirations – Update.
  - C. Procurement of Parking Placards and Decals – Update.
  - D. Death Records Crossmatch and 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. Request State and local governments to increase the number of accessible and/or van accessible parking spaces at their facilities.
    2. Public Education Options: “Park with Aloha” theme, direct email or survey, insert for User Guides, voluntary signs for van accessible parking spaces, public service announcements in various media.
    3. Administrative Rules Options: Require updated signage for van accessible parking spaces, require van accessible parking space(s) to be located farthest from the accessible entrance of a facility with the exception of van accessible parking spaces that share an eight foot wide access aisle.

VI. New Business

- A. Draft Letter - 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.
- B. Proposed Draft Amendment to Hawaii Revised Statutes §291-58 to authorize the Counties to enforce the requirements for the minimum number of accessible parking spaces, minimum number of van accessible parking spaces and other accessible parking space design requirements, at places of public accommodation.

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 require an auxiliary aid or service for effective communication or other accommodation to participate in the meeting, please contact Cindy Omura at (808) 586-8121 or email, [dcab@doh.hawaii.gov](mailto:dcab@doh.hawaii.gov) by Monday November 7, 2022. Requests made as early as possible will allow adequate time to fulfil your request.

Upon request, this notice is available in alternate formats.

The agenda and meeting materials for this meeting is also made available for inspection at the DCAB's 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/>.



# DISABILITY AND COMMUNICATION ACCESS BOARD

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

## MINUTES

### Standing Committee on Parking Meeting

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

Date: November 10, 2022

Time: 1:00 p.m.

PRESENT: Summer Kozai, Chairperson; Pauline Aughe, Violet Horvath, Gerald Ohta, Charlotte Townsend Board Members; Kirby Shaw, Bryan Mick, Curtis Motoyama, Romala Sue Radcliffe, Staff

- I. Chairperson Summer Kozai called the meeting to order at 1:03 p.m.
- II. Board members and staff introduced themselves.
- III. Chairperson Summer Kozai reported that no testimonies were submitted.
- IV. The Committee approved the August 26, 2022, meeting minutes (M/S/P Horvath/Ohta).
- V. Old Business

A. Parking Placard Issuance Statistics

Bryan Mick reported that in the first quarter of fiscal year 2023, approximately six thousand eight hundred (6,800) placards were issued. Three hundred ten (310) special license plates were reauthorized or issued. Of the placards, one thousand seven hundred (1,700) were temporary. Five thousand one hundred (5,100) were long term. DCAB issued two thousand one hundred (2,100) long term placards and thirty two (32) Disabled Paid Parking Exemption Permits (DPPEP). The placard renewal rate was fifty eight percent (58%).

B. Email Notification to Permittees of Pending Parking Permit Expirations

This quarter, DCAB emailed one thousand forty (1,040) permittees to notify them of their pending placard expirations.

C. Procurement of Parking Placards and Decals

The decals were delivered and the month decals were distributed to the Counties. Distribution to the Counties of the 2029 year decals will be scheduled.

D. Death Records Crossmatch and Parking Permit Retrieval

Estates of the four thousand three hundred forty four (4,344) deceased permittees were contacted by mail. As of November 10, 2022, one thousand two hundred ninety (1,290) placards were returned to DCAB. Two hundred seventy three (273) letters were returned to DCAB as undeliverable.

E. Public Education Efforts

Webpage for Reporting Placard or Access Aisle Abuse

During the first quarter of fiscal year 2023, six (6) inquiries were submitted through the webpage to report abuse of a disability parking permit.

Webpage for Reporting Non-Design Compliant Accessible Spaces

Three (3) submissions were made to the webpage.

F. Van Accessible Spaces

The Committee voted on a motion to have DCAB ask the Governor and the Counties to install accessible spaces and van accessible spaces in addition to those required under Federal Law at state and county parking lots (M/S/P Ohta/Kozai). This would be tailored to only affect medium and larger parking lots, as those are where the permittees have indicated available accessible parking is scarce (example: a large district park).

The City and County of Honolulu's Revised Ordinance of Honolulu 15-24-11 requires two (2) accessible parking spaces in front of City Hall. This could be amended to apply to all City lots and insert a parking chart that mirrors the ADA brackets but has higher numbers for larger parking lots. The fines in section (e) of the ordinance also need to be updated to conform with State law.

Public Education Option: "Park with Aloha" concept was discussed. DCAB shared a design of a metal sign that could serve as the Park with Aloha Priority Ramp or Lift Equipped Van sign. These signs are for drivers to be aware of the need to keep van accessible spaces available for side lift or ramp equipped vehicles when possible. It was suggested the access aisle be added to the design to make it clear the ramp or lift deploys into it.

Staff shared a flyer that was developed to educate the permittees and the public about the need to keep van accessible spaces usable for vans. The flyer will be issued with all permits.

VI. New Business

A. Draft of Letter to Request Parking Lot Owners to Provide Accessible Parking Spaces That Exceeds the Minimum Number Required by the ADA Accessibility Guidelines

Bryan Mick provided a draft letter and the Board members made several suggestions to address additional concerns besides the number of accessible spaces, such as the need to have safe accessible routes. The letter will be revised to include these suggestions.

B. Proposed Draft Amendment to the Section 291-58, Hawaii Revised Statutes to Authorize the Counties to Enforce the Requirements for the Minimum Number of Accessible Parking Spaces, Minimum number of Van Accessible Parking Spaces and Other Accessible Parking Space Design Requirements, at Places of Public Accommodation

Board members reviewed language in Section 291-58, Hawaii Revised Statutes, with suggested amendments authorizing the Counties to adopt ordinances enabling them to enforce the number, location, signage, and design of accessible parking spaces. This is identical to how the State Legislature approached the requirement for large parking lots to provide electric vehicle (EV) charging spaces.

VII. Open Forum

Bryan Mick mentioned the updates made to the DCAB's Parking webpage with a FAQ (Frequently Asked Questions) link. Board member Gerald Ohta suggested the pages be available in multiple languages.

VIII. Next Meeting

The next meeting is scheduled for Wednesday, January 18, 2023, at 1:00 p.m.

IX. Adjournment

The meeting adjourned at 3:01 p.m.

NOTE: All votes were unanimous unless otherwise noted.

Respectfully submitted,



ROMALA SUE RADCLIFFE