



# DISABILITY AND COMMUNICATION ACCESS BOARD

Ka 'Oihana Ho'oka'a'ike no ka Po'e Kīnānā

1010 Richards Street, Rm. 118 • Honolulu, Hawai'i 96813  
Ph. (808) 586-8121 (V) • Fax (808) 586-8129 • (808) 204-2466 (VP)

## NOTICE OF MEETING

Disability and Communication Access Board

Standing Committee on Communication Access Meeting

April 30, 2026

11:00 a.m.

The public is welcome to participate as follows:

### **Physical Meeting Location**

Kamamalu Building  
1010 Richards Street, Room 111A and 111B  
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/89805645643> and enter Meeting ID: 898 0564 5643

### **To join by phone**

Dial 1 669 900 6833 and enter Meeting ID: 898 0564 5643

One tap mobile: +12532050468,,89805645643# US.

### **HOW TO TESTIFY:**

**Written testimony** – There is no deadline for submission of testimony, however, to ensure the public as well as Committee members are able to review testimony prior to the meeting, we request written testimony be submitted no later than 9:00 a.m. one business day prior to the scheduled meeting date and time.

- **To Submit by Email:** Email the Standing Committee on Communication Access at [dcab@doh.hawaii.gov](mailto:dcab@doh.hawaii.gov). Please include TESTIMONY in the subject line.
- **To Submit by U.S. Postal Mail or Hand-Delivery:**

Attention: Standing Committee on Communication Access – Testimony  
Disability and Communication Access Board  
1010 Richards Street, Room 118  
Honolulu, Hawaii, 96813

- **To Submit via facsimile:** (808) 586-8129.

**Oral testimony** will be accepted via the remote testimony link or in-person at 1010 Richards Street, Room 111A and 111B, Honolulu, Hawaii, 96813.

Testimony or comments presented by members of the public during the Committee meetings shall be limited to three minutes per agenda item. In compliance with the Americans with Disabilities Act (ADA), 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 Committee meeting agendas.

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

## **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.
- If quorum is not achieved at the beginning of the meeting, the meeting will be cancelled within fifteen (15) minutes after the scheduled start time and update any posted notices or calendar accordingly.
- If a Committee member leaves the meeting permanently at any time, the Committee member shall notify the Chairperson. If this results in a lack of quorum, the meeting will adjourn at that time.
- If a Committee member leaves the meeting temporarily, the Committee member shall notify the Chairperson. If this results in a lack of quorum, the Chair shall call a recess. If the Committee member does not return within 10 minutes, the meeting will be adjourned.
- Raise hand to speak unless called upon.
- Identify yourself before speaking however public testifiers may use an alias to maintain anonymity.

### II. Roll Call/Introductions

### III. Statement from Public and Written Testimonies Submitted

### IV. Approval of Meeting Minutes of January 8, 2026.

### V. Old Business

- A. Continuing discussion on the Continuing Education Unit (CEU) Workshop Funding Application Form, including next steps related to a recent sponsor request.

- B. Continuing discussion and planning for the 2026 Communication Access Conference.
  - C. Review and Establish a Disability and Communication Access Board Guiding Principles on Communication Access – Draft.
- VI. New Business
- A. Staff Speaking Engagement Report on the following activities:
    - i. February 11, 2026, John A. Burns School of Medicine.
    - ii. April 13, 2026, University of Hawai'i at Mānoa.
    - iii. April 21, 2026, University of Hawai'i at Mānoa.
  - B. Report on the outcome of an applicant for the Hawai'i Quality Assurance System (HQAS) test.
- VII. Open Forum: Public comment on issues not on the agenda for consideration for the Board's agenda at the next meeting.
- VIII. Next Meeting
- IX. Adjournment

**HOW TO REQUEST ACCOMMODATION:**

If you need an auxiliary aid/service or other accommodation due to disability, contact Cindy Omura or Scott Castor 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/accessible formats.

**MEETING MATERIALS AND OTHER INFORMATION:**

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/>.

If the remote connection (via Zoom) is lost, the meeting will be recessed for up to thirty (30) minutes to restore communication. If the connection is lost, we will attempt to restart the meeting again with the same link. If the Committee is unable to reconvene the meeting because neither audiovisual communication nor audio communication can be reestablished within thirty minutes, the meeting will be automatically terminated.

If you have trouble entering the meeting, please contact Cindy Omura or Scott Castor at (808) 586-8121.



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## DRAFT MINUTES

### Standing Committee on Communication Access Meeting

LOCATION: Virtual via Zoom and In-Person Location  
Kamamalu Building  
1010 Richards Street, Rm. 111A and 111B  
Honolulu, Hawaii 96813

DATE: January 8, 2026

TIME: 11:00 a.m.

PRESENT: Gerald Isobe, Chairperson; LisaAnn Tom, Board Member; Kristine Pagano, Bryan Mick, Justin "Pono" Tokioka, Staff

#### SIGN LANGUAGE

INTERPRETERS: Mala Arkin and Keri Lee

#### REAL TIME

CAPTIONERS: April Chandler and Kelly DeCamp

- I. Chairperson Gerald Isobe called the meeting to order at 11:13 a.m.
- II. Board members, staff, captioners, and sign language interpreters introduced themselves.
- III. Statement from Public and Written Testimonies Submitted.  
  
No written testimonies were submitted.
- IV. Approval of Meeting Minutes of October 30, 2025.  
  
The Committee did not take action on the approval of the October 30, 2025 meeting minutes, as the minutes were not distributed to members prior to the meeting. Approval was postponed to the next scheduled meeting.
- V. Old Business  
  
There are no items for Old Business.
- VI. New Business
  - A. Report on speaking engagement with ASL students at the University of Hawai'i at Mānoa on November 6, 2025.

DCAB staff attended and presented at two (2) ASL 201 classes at the University of Hawai'i at Mānoa, reaching approximately forty (40) students. The presentation addressed Hawai'i's ASL interpreter shortage, pathways to becoming an interpreter in Hawai'i, and communication access and accommodation requirements under the Americans with Disabilities Act (ADA). Students were highly engaged, and several expressed interest in pursuing interpreting careers, with the goal of increasing the local interpreter workforce.

**B. Report on Deaf and Hard of Hearing Advisory Board (DHHAB) Meeting held on November 8, 2025.**

DCAB staff attended the Deaf and Hard of Hearing Advisory Board (DHHAB) meeting held on November 8, 2025. The meeting focused primarily on end-of-year updates from various committees, including DHHAB, Hawai'i School for the Deaf and Blind (HSDB), and Comprehensive Service Center (CSC), and included participation from community members.

Discussion included development of a survey and potential statewide camp or gathering for KODAs/CODAs (Kids/Children of Deaf Adults) to gather feedback, build connections, and encourage future involvement in the Deaf community and interpreting profession. Rebecca Bennett (Big Island) will lead the Committee exploring this initiative, with the intent to include participants from all islands, pending funding availability.

The meeting also noted the addition of a new Deaf-Blind staff member within the Division of Vocational Rehabilitation Deaf Services section. The next meeting is scheduled for February 21, 2026 from 9:00 a.m. to 12:00 p.m., location to be determined and announced.

**C. Report on Deaf Blind Task Force Meeting with Senators held on December 23, 2025.**

DCAB staff attended a Deaf-Blind Task Force meeting with state senators on December 23, 2025. The meeting focused on discussion of proposed legislation for the upcoming legislative session, including reintroduction of bills from the previous year that did not pass.

Key legislative priorities discussed included insurance coverage for hearing aids and proposed revisions to state statutes to remove the term "impairment" and replace it with person-centered language such as "deaf" and "hard of hearing." The Deaf-Blind Task Force also outlined additional bills they plan to introduce, which DCAB will continue to monitor throughout the legislative session.

Staff will track legislative hearings and testimony opportunities and provide updates via the DCAB email distribution list. Staff noted that cochlear implants are already covered by insurance, while hearing aids are not fully covered. Staff will monitor legislation beginning with the legislative session

opening on January 21 and will keep the Committee members informed of relevant developments.

D. Report on the Hawai'i Quality Assurance System (HQAS) Test held on January 7, 2026.

DCAB staff reported that the HQAS test was administered on January 7, 2026. One participant completed the test, and staff is currently in the processing and editing phase. The materials will be submitted to evaluators, with results typically returned within approximately three (3) months.

E. Discussion on the Continuing Education Unit (CEU) Workshop Funding Application Form and next steps for a recent sponsor request.

Staff reported ongoing discussions regarding how DCAB may sponsor or partner on CEU workshops to support interpreters. A recent request was received from Hawai'i Registry of Interpreters for the Deaf (HRID) seeking DCAB support for a CEU workshop, including potential funding for speaker-related costs. Staff noted the need to consult with the Committee prior to responding to sponsorship requests.

Staff reviewed the existing CEU Workshop Funding Application Form, which was developed prior to the COVID pandemic. The form requires updates to reflect current timelines and practices. Key elements of the form include funding limits (not to exceed \$2,400 total), eligibility requirements, Memorandum of Agreement (MOA) conditions, workshop accessibility requirements, and administrative responsibilities of sponsoring entities.

The Committee discussed DCAB's historical role in supporting CEU workshops, including past partnerships and co-sponsorships with HRID, which were paused during the COVID pandemic and have resumed in recent years. The Committee expressed general support for partnering and sponsoring CEU workshops, pending review of completed applications.

Staff will update the application form submission date and share the revised form with the Committee. Future CEU sponsorship requests will be brought to the Committee for review and discussion at a scheduled meeting, or a special meeting if necessary.

F. Initial discussion and planning for the 2026 Communication Access Conference.

DCAB staff initiated planning for the 2026 Communication Access Conference, with a tentative target of September to align with Deaf Awareness Month. The Committee previously agreed to combine Communication Access and Deaf Awareness Month into a single conference.

Initial discussion focused on potential venues, including the Japanese Cultural Center of Hawai'i (JCCH), Neal Blaisdell Center, and other large venues. JCCH was favorably noted due to ease of coordination, bundled services (space, food, parking), and cost considerations. Attendance was

tentatively discussed at approximately 150–200 participants, subject to budget approval, with a statewide audience anticipated.

The Committee discussed holding the conference on a Saturday to increase attendance and explored the option of incorporating a Deaf history museum-style exhibit rather than exhibitor tables, similar to last year's Deaf Awareness Month event. Materials from organizations could be included in participant packets instead of hosting exhibitor booths.

Staff will contact JCCH and other potential venues to obtain pricing and availability and will prepare a preliminary cost estimate for review at the next meeting. Future discussions will address conference theme, activities, target audience, and logistics.

G. Review and Establish a Disability and Communication Access Board Guiding Principles on Communication Access – Draft.

DCAB staff introduced the need to develop DCAB Guiding Principles on Communication Access to provide consistent guidance for policies, procedures, testimony, and public comments related to communication access for people who are Deaf, Hard of Hearing, Deaf-Blind, and individuals with other communication access disabilities. It was clarified that DCAB does not currently have formal guiding principles specific to communication access, and that these would be newly created (distinct from existing fact sheets).

Staff shared examples of existing DCAB guiding principles developed for other issue areas, explaining that such documents function as “guardrails” to allow staff to respond efficiently to proposals, counterproposals, and emerging issues without requiring immediate board or committee action. These guiding principles help ensure consistency when engaging with federal, state, and county agencies.

The Committee discussed the scope of potential guiding principles, including accommodations, interpreter access, effective communication, emerging technologies (e.g., Video Remote Interpreting (VRI), Artificial Intelligence (AI) interpreting), relay services (Teletypewriter (TTY), Video Relay Service (VRS)), identification concerns, and future communication access issues. Members were encouraged to think broadly about principles that reflect DCAB's values and positions.

Staff will prepare an initial draft of the Communication Access Guiding Principles. Committee members may submit individual input directly to staff for inclusion. The draft will be presented at a future Committee meeting for review, discussion, and edits. Once finalized by the Committee, the guiding principles will be brought forward for a vote and then submitted to the full Board for consideration and approval.

VII. Open Forum

No topics were submitted for discussion.

VIII. Announcement of Next Meeting

The next meeting is scheduled for Thursday, April 9, 2026, at 11:00 a.m.

IX. Adjournment

The meeting adjourned at 12:21 p.m.

NOTE: All votes were unanimous unless otherwise noted.

Respectfully submitted,

JUSTIN TOKIOKA



Office use only

Date RECVD: \_\_\_\_\_

Date APPD: \_\_\_\_\_

Date Notified: \_\_\_\_\_

**State of Hawai'i**  
**Disability and Communication Access Board (DCAB)**  
**ASL Interpreter CEU Workshop – Request for Funding Application**

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**DCAB's Purpose**

Submit this application if you are planning to host an ASL Interpreter Continuing Education Unit (CEU) workshop and are requesting funding support from the Disability and Communication Access Board (DCAB).

Funding Limit: \$2,400.00 per workshop.

Submission Deadline: Applications open on July 1 and end on March 31. Incomplete or late applications may not be considered.

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**1. Applicant/Requesting Entity Information**

Date: \_\_\_\_\_

Name of Requesting Entity/Organization: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_

Zip Code: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Fax Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

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**2. Workshop Information**

Name of Presenter(s): \_\_\_\_\_

Title of Workshop(s): \_\_\_\_\_

Date(s) of Workshop(s): \_\_\_\_\_

Location of Workshop:    In-Person        Virtual        Hybrid

• Venue Name: \_\_\_\_\_

• Street Address (if in-person): \_\_\_\_\_

• City/State: \_\_\_\_\_

• Virtual Platform (if applicable): \_\_\_\_\_

Purpose of Workshop: (Provide a clear description of goals, learning objectives, and relevance to ASL interpreting.)

Target Audience: \_\_\_\_\_

Is this workshop open to non-interpreters?    Yes    No

Total CEU Hours: \_\_\_\_\_

CEU Type:     Professional Studies (PS)     General Studies (GS)     Other: \_\_\_\_\_

Workshop Fee (if applicable): \$ \_\_\_\_\_

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### 3. Funding Request & Workshop Expenses

Total Amount Requested from DCAB (maximum \$2,400.00): \$ \_\_\_\_\_

**Please list the workshop expenses you are requesting DCAB to support:**

Speaker Honorarium: \$ \_\_\_\_\_    Speaker Travel (Airfare, Ground): \$ \_\_\_\_\_

Lodging: \$ \_\_\_\_\_    Facility Costs: \$ \_\_\_\_\_

Materials & Supplies: \$ \_\_\_\_\_

Other (specify): \_\_\_\_\_

**Total expenses:** \$ \_\_\_\_\_

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### 4. Other Funding Sources & Revenue (if applicable)

Please list any additional funding or income supporting this workshop:

Registration Fees (estimated total): \$ \_\_\_\_\_

Sponsor Contribution(s): \$ \_\_\_\_\_

Other (please specify): \_\_\_\_\_

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## 5. Justification

Please describe how this workshop will:

- Enhance interpreter skills and professional development.
- Improve communication access for Deaf, Deaf-Blind, and Hard of Hearing individuals in Hawai'i.
- Address workforce needs and/or service gaps within the State.

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## 6. Terms and Conditions (Memorandum of Agreement – MOA)

The requesting entity agrees to the following conditions if funding is approved:

- Workshop(s) must be conducted in American Sign Language (ASL).
- Workshop(s) must be open to all working interpreters and free for interpreters holding a Hawai'i State Sign Language Interpreter Credential.
- A Certificate of Completion must be provided, and participant verification must be completed for CEU purposes.
- DCAB must be acknowledged as a funding source in all publicity and materials.
- DCAB funds may not be used for food or refreshments.
- The entity is responsible for publicity, registration, logistics, materials, and coordination of presenter travel.
- DCAB evaluation forms must be distributed and collected.
- Copies of attendance sheets must be submitted to DCAB.
- The entity must invoice DCAB in accordance with the executed MOA and comply with State of Hawai'i general conditions.
- Provide auxiliary aids and services for people with disabilities including accessible formats documents.

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## 7. Applicant Certification

I declare, under the penalties of the penal law, that the statements contained herein are, to the best of my knowledge and belief, true and accurate, and that I have not knowingly and willingly made a false statement or given information which I know to be false in connection therewith.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**8. Submission Instructions**

Please submit completed application and all supporting documents to:

Disability and Communication Access Board (DCAB)

c/o HQAS Administrator

1010 Richards Street, Room 118

Honolulu, HI 96813

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**9. Internal Use Only (DCAB)**

Date Received: \_\_\_\_\_

Date Reviewed: \_\_\_\_\_

Date Notified: \_\_\_\_\_

Approved    Denied    Pending

Approved Amount: \$ \_\_\_\_\_

Comments:

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## DCAB GUIDING PRINCIPLES ON COMMUNICATION ACCESS

These guiding principles assist the Disability and Communication Access Board (DCAB) in ensuring effective communication access for individuals with disabilities in Hawai'i and in providing testimony, comments, and recommendations regarding federal, state, and county laws, rules, policies, procedures, and programs related to communication access.

- 1) The Americans with Disabilities (ADA) Title II entities shall use Qualified Interpreters, defined as an interpreter who, via in-person or Video Remote Interpreting, is able to interpret effectively, accurately, and impartially, both receptively and expressively, using any necessary specialized vocabulary as defined under the ADA.
- 2) As defined under the ADA, State and county entities shall provide auxiliary aids and services to ensure equal access to information in a timely manner, including qualified interpreters, real-time captioning, plain language, large print, Braille, and other accessible formats.
- 3) Emergency and 911 Communication Access programs shall ensure that public safety answering points and emergency systems provide direct and effective communication for individuals who are Deaf, Hard of Hearing, or Deaf-Blind through accessible technologies such as Text-to-911 and equivalent communication options, and that such systems are regularly tested for accessibility and reliability.
- 4) Law Enforcement and first responders shall ensure effective communication through appropriate training on Deaf culture, disability awareness, and the use of qualified interpreters, and through procedures that guarantee communication access during all enforcement and emergency interactions.
- 5) Healthcare providers shall provide auxiliary aids and services, including qualified interpreters, to ensure individuals with disabilities can fully understand and participate in their healthcare, including informed consent, treatment, and medical decision-making.
- 6) ADA Title II entities shall give primary consideration to Individual Communication Preferences regarding the communication method preferred by the individual with a disability under ADA effective communication requirements and provide flexibility to ensure communication needs are met.
- 7) Under ADA requirements, Title II entities shall give primary consideration to in-person qualified interpreters especially for complex, sensitive, or lengthy interactions, and that Video Remote Interpreting and other technologies may only be used when providing effective communication equivalent in quality and reliability, and that artificial intelligence tools shall not replace qualified human interpreters when accuracy and nuance are required.

- 8) ADA Title II entities shall incorporate Equity, Inclusion, and Cultural Competence and ensure that all individuals are treated with dignity and respect, and that services are provided in a timely manner that is accessible and of equal quality, while incorporating Deaf culture and disability-related communication needs into training and service delivery.
- 9) ADA Title II entities shall comply with federal, state, and county disability rights laws while proactively identifying and addressing barriers to communication access across systems.
- 10) ADA Title II entities shall regularly collect input from individuals with communication access needs. DCAB shall conduct ongoing evaluation and monitoring of policies, technologies, and practices, including proposing any updates, to ensure effectiveness and compliance with legal requirements and best practices.
- 11) DCAB will support efforts to develop and expand Interpreter Workforce and Education and interpreter training and education programs in Hawai'i and promote the use of qualified and certified interpreters in all settings in accordance with ADA standards in place of untrained individuals, including family members, except in limited circumstances permitted by law.