



# 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

June 4, 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/87630040740> and enter Meeting ID: 876 3004 0740

### **To join by phone**

Dial 1-646-568-7788 and enter Meeting ID: 876 3004 0740

One tap mobile: +12532050468,, 87630040740# 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 (3) 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.

#### **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 (30) 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.

### **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 ten (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 April 30, 2026.

V. Old Business

- A. Review and approval of revisions to the description of the Disability and Communication Access Board purpose statement in Section 1 of the Continuing Education Unit (CEU) Workshop Funding Application Form, including clarification of application requirements and submission deadline language.
- B. Continuing discussion and planning for the 2026 Communication Access Conference, including announcement of the conference venue, establishment of admission fees, and identification of workshop topics.

VI. New Business

- A. Section 3 of the Plan of Action - Communication Access  
The plan of action purpose is to formalize the Board's philosophy that underlies its policy statements, and to set forth the goals and objectives that guide its actions for the fiscal year (FY).
  1. Review and discussion of the current FY 2025-2026 Plan of Action goals and objectives.
  2. Discussion including staff recommendations for the FY 2026-2027 goals and objectives and approval of FY 2026-2027 Plan of Action goals and objectives.

Staff recommendations for the FY2026-2027 objectives are:

3.1.4 Update and maintain a registry of current communication access providers (for Deaf, Deaf-Blind, and other persons with communication access disabilities) and their credentials and post it on the Disability and Communication Access Board's website. ~~[(Priority 2)]~~ (Priority 3)

3.2.3 ~~[Collaborate effort or organize a celebration for a Deaf Awareness event. (Priority 4)]~~ Amend objective to read: Facilitate an annual State Communication Access Conference. (Priority 2)

3.4.3 ~~Follow up on the report on the status of American Sign Language Services in Hawaii, pursuant to Act 2024-24, by proposing funding to support efforts to~~

~~increase the number of ASL interpreters in the State. (Priority 1)~~ Amend objective to read: Advocate for an Interpreter Training Program legislation to support efforts to increase the number of American Sign Language interpreters in the State. (Priority 1)

Add new objective 3.4.4 Pursuant to Senate Concurrent Resolution 63 Senate Draft 1, conduct a study on the health care communication needs of patients who are deaf, hard of hearing, or deaf-blind, and submit findings and recommendations to the Legislature. (Priority 1)

- 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



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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: April 30, 2026  
TIME: 11:00 a.m.

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

PUBLIC PARTICIPANTS: Donald Sakamoto, Fanny Yeh

#### SIGN LANGUAGE

INTERPRETERS: Jordan Kotani and Keri Lee

#### REAL TIME

CAPTIONERS: April Chandler and Kelly DeCamp

- I. Chairperson Gerald Isobe called the meeting to order at 11:14 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 January 8, 2026.

The minutes of the January 8, 2026, meeting were approved as circulated (M/S/P Tom/Isobe).

- 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.

The Committee continued discussion on the CEU Workshop Funding Application Form, focusing on timelines and submission requirements. The Committee

proposed adding a submission deadline of two (2) weeks prior to the workshop date to allow adequate processing time (M/S/P Tom/Isobe).

B. Continuing discussion and planning for the 2026 Communication Access Conference.

The Committee continued planning for the 2026 Communication Access Conference, reviewing venue options and costs. The Japanese Cultural Center of Hawai'i was identified as the preferred option due to lower cost, accessibility, and parking, with Ala Moana Hotel noted as a possible alternate site. The Committee discussed potential dates and proposed a tentative date of Saturday, September 26, from 9:00 a.m. to 4:00 p.m., pending venue availability. The Committee also proposed registration fees to encourage attendance commitment, setting them at \$40 for professionals and \$20 for Deaf/Hard of Hearing/Deaf-Blind community members (M/S/P Tom/Isobe).

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

The Committee reviewed the draft Disability and Communication Access Board Guiding Principles on Communication Access. Members expressed agreement with the draft and adopted them as circulated (M/S/P Tom/Isobe).

VI. New Business

A. Staff Speaking Engagement Report on the following activities:

i. February 11, 2026, John A. Burns School of Medicine.

Staff provided a presentation to approximately seventy (70) medical students on ADA requirements, communication access in medical settings, the use of interpreters and Video Remote Interpreting (VRI), and challenges facing the Deaf community, including interpreter shortages.

ii. April 13, 2026, University of Hawai'i at Mānoa.

Staff provided back-to-back presentations to two (2) ASL 102 classes, reaching approximately forty two (42) students. The presentation covered ADA requirements, communication access, and the need for interpreters in Hawai'i, including certification pathways for students interested in becoming interpreters.

iii. April 21, 2026, University of Hawai'i at Mānoa.

Staff participated in a panel discussion at the University of Hawai'i at Mānoa (UH) focused on the interpreter shortage in Hawai'i and the need to establish an interpreter training program at UH. The panel included UH department leadership, American Sign Language (ASL) instructor, and a community interpreter, with approximately thirty (30) individuals attending in person and thirty four (34) participants joining via Zoom. Discussion also

addressed communication access needs across the Deaf community, including Deaf, Deaf-Blind, and late-deafened individuals.

B. Report on the outcome of an applicant for the Hawai'i Quality Assurance System (HQAS) test.

Staff reported that the applicant passed the HQAS test at Level 5. The applicant is originally from the mainland and has been residing in Hawai'i for an extended period of time.

VII. Open Forum

During the Open Forum, public participant Fanny Yeh inquired about the status of the interpreter training program at the University of Hawai'i. Staff provided a brief update noting it remains under legislative consideration, with funding still being discussed through the budget process.

Public participant Donald Sakamoto requested future agenda consideration for emergency preparedness planning for the Deaf and disabled community, particularly regarding shelters and disaster response procedures. In response, staff noted related legislation is currently in progress that includes provisions for disability-focused emergency planning and coordination within the Hawai'i Emergency Management Agency.

VIII. Announcement of Next Meeting

The next meeting is scheduled for Thursday, June 4, 2026, at 11:00 a.m.

IX. Adjournment

The meeting adjourned at 12:13 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)**

**American Sign Language (ASL) Interpreter Continuing Education Unit (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 must be submitted at least three (3) months prior to the workshop date. 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: \_\_\_\_\_

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### 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: \_\_\_\_\_

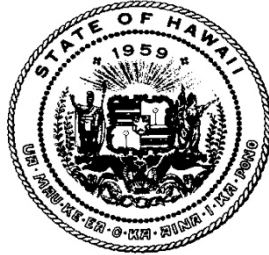
Date Notified: \_\_\_\_\_

Approved  Denied  Pending

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

Comments:

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# **DISABILITY AND COMMUNICATION ACCESS BOARD**

**PLAN OF ACTION FY 2025-2026**

**Approved August 26, 2025**

### 3. Communication Access

Communication Access includes the provision of auxiliary aids and services that facilitate the effective exchange of information with or by persons with disabilities who require such access. Communication access occurs through communication access providers (individuals) as well as through telecommunication and electronic information devices, auxiliary aids and services.

The goals and objectives in the area of **Communication Access** are:

- 3.1 The quantity and quality of communication access providers in the State of Hawaii will be increased. State agencies will be aware of existing communication access providers and their qualifications.

Objectives:

- 3.1.1 Operate and maintain the Hawaii Quality Assurance Screening (HQAS) credentialing program for sign language interpreters who do not possess national certification; develop an instructional video for HQAS applicants. (Priority 2)
- 3.1.2 Operate and maintain the Continuing Education Program for State credentialed interpreters, including the secured website tracking system and make improvements if necessary, and provide at least 0.5 hours of continuing education workshops geared towards Level III sign language interpreters. (Priority 1)
- 3.1.3 Provide technical assistance regarding Hawaii Administrative Rules, Title 11, Chapter 218, including the Hawaii State Sign Language Interpreter Credential and the recommended fee schedule. (Priority 3)
- 3.1.4 Update and maintain a registry of current communication access providers (for Deaf, Deaf-Blind, and other persons with communication access disabilities) and their credentials and post it on the Disability and Communication Access Board's website. ~~[(Priority 2)]~~(Priority 3)  
  
Staff recommendation: Reduce priority from 2 to 3.
- 3.1.5 Keep informed of nationwide efforts on regulation and oversight of American Sign Language (ASL) interpreters or ASL interpreter referral agencies. (Priority 3)
- 3.1.6 Provide quarterly continuing education workshops and trainings for State credentialed interpreters and individuals studying for a credential to gain workforce experience. (Priority 1)
- 3.1.7 Update the Hawaii State Sign Language Interpreter Credential and recommended fee schedule, as needed. (Priority 1)

- 3.2 Individuals with communication access needs shall be aware of their rights to communication access services and technology.

Objectives:

- 3.2.1 Provide technical assistance to individuals with communication access needs on

their right to effective communication (American Sign Language interpreting, notetaking, audio description, and captioning) with an emphasis on State and county services. (Priority 1)

3.2.2 Produce videos in American Sign Language with captions, audio descriptions, and audio transcripts relating to the legislative process with the Legislative Reference Bureau and the Public Access Room. (Priority 2)

~~3.2.3 Collaborative effort or organize a celebration for a Deaf Awareness event. (Priority 1)~~

Staff recommendation: Reword to “Facilitate an annual State Communication Access Conference. (Priority 2)”

3.3 Service agencies, program providers, and consumers will have access to updated information about federal and state laws relating to communication access.

Objectives:

3.3.1 Provide technical assistance to covered entities on their obligation to provide effective communication including accessible formats (American Sign Language interpreting, notetaking, audio description, and captioning) with an emphasis on State and county services. (Priority 1)

3.3.2 Serve on the Deaf and Hard of Hearing Advisory Board (DHHAB), Department of Human Services, Division of Vocational Rehabilitation; the Deaf and Blind Task Force (DBTF); and the Department of Health, Office of Language Access, Language Access Advisory Council (LAAC); to coordinate with Title II entities to improve communication access services. (Priority 3)

3.3.3 Provide training to first responders to increase awareness on how to communicate and handle Deaf, Hard of Hearing, Deaf-Blind, and persons with communication disabilities in the event of emergency situations. (Priority 1)

3.4 Advocacy efforts shall enhance effective communication for people who have communication access needs.

Objectives:

3.4.1 Engage in advocacy efforts involving services, rules, regulations, and other policies to enhance effective communication, including web accessibility and emergency broadcasts. (Priority 1)

3.4.2 Monitor, review, and submit comments to the Federal Communications Commission regarding rulemaking and pilot programs on improving accessibility for people with communication disabilities. (Priority 2)

~~3.4.3 Follow up on the report on the status of American Sign Language Services in Hawaii, pursuant to Act 204-24, by proposing funding to support efforts to increase the number of ASL interpreters in the State. (Priority 1)~~

Staff recommendation: Reword to “Advocate for an Interpreter Training Program legislation to support efforts to increase the number of American Sign Language interpreters in the State. (Priority 1)”

- 3.4.4 Pursuant to Senate Concurrent Resolution 63 Senate Draft 1, conduct a study on the health care communication needs of patients who are deaf, hard of hearing, or deaf-blind, and submit findings and recommendations to the Legislature. (Priority 1)

Staff recommendation: New Objective: This resolution mandates DCAB to assess the healthcare communication needs of individuals who are deaf, hard of hearing, or deaf-blind, and report findings and recommendations to the Legislature.