The meeting was called to order at 9:53 A.M. with quorum by council Chair, Dominic Inocelda. The Neighbor Island council members from Kauai joined in via video and teleconferencing.

1. **Attendance**

**Present:**
- Dominic Inocelda Language Access Advisory Council, Chair
- Gerald Ohta Language Access Advisory Council, Vice Chair
- Serafin “Jun” Colmenares Executive Director, Office of Language Access, Ex-officio
- Livia Wang for Bill Hoshijo Executive Director, Civil Rights Commission, Ex-officio
- Lito Asuncion Language Access Advisory Council Member
- Melba Bantay Language Access Advisory Council Member
- Jennifer Dotson Language Access Advisory Council Member
- Patricia Harpstrite Language Access Advisory Council Member
- Dr. Ruth Mabanglo Language Access Advisory Council Member

**Excused:**
- M. Alohalani Boido Language Access Advisory Council Member
- Margarita Hopkins Language Access Advisory Council Member
- Mary Santa Maria Language Access Advisory Council Member
- Kristine Pagano for Francine Wai Executive Director, Disability and Communication Access Board, Ex-officio
- Edelene Uriarte Language Access Advisory Council Member
Unexcused:
− Dr. Tin Myaing Thein  Language Access Advisory Council Member

Guests:
− Mindy Emmons, Language Access Advisory Council nominee
− Carlotta Amerino, Office of Information Practices (OIP), staff attorney
− Marsha Tamura, Civil Defense

Staff:
− Rebecca Gardner, legal analyst

2. **Welcome and Introductions**
   − The Chair welcomed all present including those participating by video and/or teleconferencing. Introductions were made by council members, staff and guests. The two guests were: Carlotta Amerino, staff attorney from OIP and Marsha Tamura from Civil Defense.

3. **Approval of Minutes of February 13, 2013 Meeting**
   − The February 13, 2013 meeting minutes were approved by the council.

4. **Executive Director’s Report**
   − The Executive Director submitted a written report on updated OLA activities.
   − SB58 was passed by the Senate Ways & Means Committee with amendments on February 22, 2013. HB266 was passed by the House Committee on Health with amendments on February 13, 2013, and by the House Committee on Finance, unamended, on February 22, 2013. Appropriations were left blank and defective dates were included.
   − Attended the DOH Department Executive Committee (DEC) meeting on February 26, 2013. OLA staff and advisory council members (as volunteers) are required to sign and submit the DOH confidentiality policy acknowledgement form asap.
   − Language Access Law Forum held at the UH School of Law on January 25, 2013 is now on YouTube (http://youtu.be/80p2M4uCrPg); will be posted on OLA’s website soon. OLA staff sent out CLE certificates to lawyers who attended the forum.
   − Article on “Hawaii’s Language Access Bill” was published in the National Interpreter Action Network (NIAN) website on February 28, 2013.
   − With staff, met with Sheena Crail, a UH law student, on March 1, 2013 to discuss her research paper on the enforcement of Hawaii’s language access law.
   − State Language Access Coordinators meeting held on February 27, 2013, with guest Matt Stone of Hoahana LLC giving a presentation on “How to Get the Most from Your Translation Agency.” Coordinators were reminded of the deadlines for submission of reports and plans.
   − Attended IAC meeting on February 27, 2013. Gave an update on OLA, legislation, and the forthcoming language access conference.
   − Hunter Arton, who works with CDBG-funded nonprofits in Norwalk, Connecticut, informed OLA that he found OLA’s guidelines for creating language access plans for nonprofit agencies to be “extremely helpful,” asked permission to reproduce parts of it, and requested additional tools that they can use. Andy Kang, legal director of the Asian American Institute in Chicago, called to discuss
Hawaii’s language access law – they intend to use it as a model (together with California) in their plan to create a language access law for the state of Illinois.

- Mindy Emmons has been appointed by the Governor as a member of the Language Access Advisory Council representing the County of Kauai. Still waiting for the appointment of a representative from a Hawaiian language advocacy organization to the Council.
- Still no news about OLA’s transfer to a new location.
- Will be attending from March 11 to 14, 2013 the Diversity Rx’s 8th National Conference on Quality Health Care for Culturally Diverse Populations in Oakland, California.

5. **Report of the Chair**
   - The Chair submitted written testimony for the council on SB58/HB266.
   - He will be attending the 8th National Conference on Quality Health Care for Culturally Diverse Populations in Oakland, California, sponsored by Diversity Rx, from March 11 to 14, 2013 with two other council members, Jun Colmenares and Gerald Ohta.

6. **Reports of Standing and Ad Hoc Committees**
   - **Legislative Committee.** No meeting, no report.
   - **Special Projects Committee (Untold Stories Project).** Rebecca reported that stories are still being collected. OLA received some general stories from FACE (Faith Action in Community Equity. Marcia Tamura will be in touch with FACE about getting them multilingual materials on disaster prevention for their upcoming summit.
   - **Plans Review Committee.** Not organized yet.
   - **By-Laws Committee.** Have not met yet.
   - **2013 Language Access Month Committee.** No meeting, no report.

7. **2013 6th Language Access Conference Committee.** Tentative conference program schedule was distributed for review by the Chair, Jennifer Dotson. They are trying to invite Dr. Nadine Gracia as a keynote speaker, Mara Youdelman is not available. Other invited speakers are Christina Perez, Priscilla Huang, Cindy Roat, Cindy Pratt, Tina Perez, Sally Pestana, Frank Puglisi, Merina Sepolu. Also will ask Dr. Neal Palafox. Both national healthcare interpreter certification agencies have been invited. Christina Higgins with UH Department of Second Language Studies was also mentioned. Possibly invite speaker on Bipigeonization/linguistic consequences of slavery – name to be provided by Ruth Mabanglo.
   - **Sunshine Law Q & A – Office of Information Practices.** Carlotta Amerino, staff attorney from the Office of Information Practices was introduced and stated that she would provide answers to many questions the council had regarding Hawaii’s Sunshine Law at the end of the meeting. (Lost quorum and she addressed these questions after the meeting was adjourned.)

8. **“I Speak” Cards – Language Identification and Emergency Card.**
   - Marsha Tamura gave a presentation on the work of the Department of Civil Defense in general and in language access. These cards are provided in 16 languages including Palauan and Hawaiian. Discussion on ways to improve distribution of this information.

9. **Agenda Items for Next Meeting**
   - None provided.

10. **Announcements.** No announcements, Ruth Mabanglo had to leave the meeting and there was no quorum.

11. **Adjournment**
− Meeting was adjourned at 10:46 AM