The meeting was called to order at 9:48 A.M. with quorum by council Chair Dominic Inocelda. The Neighbor Island council members from Kaua‘i, Maui and Hawai‘i islands joined the meeting via 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
   - Mindy Emmons  Language Access Advisory Council Member
   - Margarita Hopkins  Language Access Advisory Council Member
   - Mary Santa Maria  Language Access Advisory Council Member
   - Rebeca Zamora  Language Access Advisory Council Member

   **Excused:**
   - Jennifer Dotson  Language Access Advisory Council Member
   - Kristine Pagano for Francine Wai  Executive Director, Disability and Communication, Ex-officio
   - Patricia Harpstrite  Language Access Advisory Council Member
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− Dr. Ruth Mabanglo        Language Access Advisory Council Member
− Dr. Tin Myaing Thein     Language Access Advisory Council Member

Guests: Sister Aurora de la Cruz, Catholic Charities

Staff: Becky Gardner and Gail McGarvey

2. Welcome and Introductions
− The Chair welcomed all present including those participating by teleconferencing from the neighbor islands and Sister Aurora de la Cruz, a guest, from Catholic Charities. The council members each made introductions.

3. Approval of Minutes of October 09, 2013 Meeting
− The correction was made that Vice Chair Gerald Ohta called the meeting to order. The minutes were approved as corrected. Melba Bantay made the motion to accept the minutes and Jun Colmenares seconded the motion.

4. Executive Director’s Report
− The Executive Director distributed a written report on updated OLA activities. An announcement was made regarding the recent Typhoon Haiyan. A few council members had family located in the hardest hit areas and have not been in contact with them yet. Donations were being accepted at the Filipino Community Center, with a concert fundraiser being planned by the Filipino community for December 1 and 15, 2013. Executive Director attended the Senate confirmation hearing for Rebeca Zamora as new member of the Language Access Advisory Council (LAAC) on October 29, 2013. Her appointment was approved. The commissioning ceremony was held for confirmed member Patricia Harpstrite of the LAAC at Washington Place on October 29, 2013. The medical terminology workshop will be held January – February 2014. There will be five, Saturday workshops at the McKinley School for Adults taught by Sally Pestana. It will be held from 8:00 am to 12:00 noon. A $50 deposit will be collected and returned upon completion of all five days of the workshop, participant will earn 20 continuing education hours, and the text book will be sold separately for $40.00. OLA’s request for the restoration of three OLA positions lost due to the 2009 RIF, additional funding for the LARC and multilingual website, and funding for the development, production and printing of medical glossaries in various languages, and scholarships for training and certification of medical interpreters in certain languages has been included in the Department of Health (DOH) supplemental budget request. At the same time, legislation covering the same will be introduced at the 2014 Legislature. Senator Chun-Oakland has scheduled a meeting to follow-up on what has been happening with this bill.

5. Report of the Chair
− As a representative of OLA and LAAC attended the commissioning ceremony for Patricia Harpstrite on October 29, 2013.

6. Reports of Standing and Ad Hoc Committees
− Legislative Committee. Deputy Speaker Mizuno had asked OLA if there are any amendments. There may be an amendment that after a participant receives the free medical
interpreter certification they will offer service back to the state. Discussion on this followed.

- **Special Projects Committee (Untold Stories Project).** Becky Gardner said to continue to send in written stories.
- **Plans Review Committee.** No meeting.
- **By-Laws Committee.** No meeting.
- **Permitted Interaction Group – 7th Annual Hawaii Conference on Language Access.** Jennifer Dotson, Chair, was not present. The conference is scheduled for August 5-7, 2014. It will be a two day conference and a one day medical training workshop. The theme will revolve around “literacy”, “cultural literacy”, why literacy is important for interpretation/translation.
- **Permitted Interaction Group for Language Access Month.** No meeting.

7. **Update on Neighbor Island Outreach Project with Office for Civil Rights, Region IX and OLA.** Dates: September 16 through 20, 2013, Jun, Gerald and Dominic gave a report on the community meetings. Attendance on the neighbor islands were as expected but the Honolulu meeting was poorly attended. Discussions were, however, lively and wide-ranging and the panelists were able to get good feedback about the language access issues facing the communities. A request for a list of neighbor island feedback was made.

8. **Other Upcoming Events.**
   - Dominic Inocelda said the Interagency Council (IAC) December meeting will be a luncheon meeting, TBA.
   - Dr. C. Kimo Alameida and Margarita “Day Day” Hopkins will be doing a presentation on the Big Island, Hawai`i about OLA and the importance of its goals regarding language access.
   - Per Mary Santa Maria Maui Memorial Hospital and DOH are working on a medical interpreter course for Maui Community College.

9. **Announcements.**
   - Next LAAC meeting – December 11, 2013 @ 9:30 same location.

10. **Adjournment.** -Meeting was adjourned at 11:08 AM.