

**LANGUAGE ACCESS ADVISORY COUNCIL (LAAC) MEETING MINUTES**  
 Director's Conference Room 320, Department of Labor and Industrial Relations  
 830 Punchbowl Street, Honolulu, Hawai`i, 96813

Agency on Elderly Affairs, Piikoi Building, Suite 330  
 4444 Rice Street, Lihue, Hawai`i, 96766

746 Hele Mauna Street, Hilo, Hawai`i, 96720

March 12, 2014  
 9:30 a.m. – 11:00 a.m.

**PRESENT:** Dominic Inocelda, Chair; Gerald Ohta, Vice-chair; Serafin “Jun” Colmenares, Ex-officio; Livia Wang for Bill Hoshijo, Ex-officio; Kristine Pagano for Francine Wai, Ex-officio; Melba Bantay; Jennifer Dotson; Mindy Emmons; Patricia Harpstrite; Margarita “Day Day” Hopkins; Dr. Tin Myaing Thein

**EXCUSED:** Lito Asuncion; Dr. Ruth Mabanglo; Mary Santa Maria; Edelene Uriarte Albert; Rebeca Zamora

**GUESTS & STAFF:** Sabina Wilford, ASL Interpreter; Michele Morris, ASL Interpreter; Rebecca Gardner (OLA); Gail McGarvey (OLA)

<b>AGENDA ITEM</b>	<b>DISCUSSION</b>
1. Call to order	The meeting was called to order at 9:45 a.m. with quorum by the Chair, Dominic Inocelda.
2. Welcome and Introductions	The Chair welcomed all present and those participating by video conferencing.
3. Approval of Minutes of February 12, 2014 Meeting	<ul style="list-style-type: none"> <li>• The Chair asked if there were any corrections to the meeting minutes. Kristine Pagano stated that she did not volunteer to be on the Planning Review Committee and asked that this be removed from the minutes.</li> <li>• She also pointed out on page 5 that the word “tech” be replaced by “technician”.</li> <li>• Minutes of February 12, 2014 were accepted as corrected.</li> </ul>
4. Executive Director's Report	Executive Director, Jun Colmenares presented his report for March, copies were distributed and an update was given to the council. Some highlights were as follows:

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	<ul style="list-style-type: none"> <li>• Dr. Linda Rosen has been confirmed by the Senate as the new DOH Director.</li> <li>• HB1740 HD1 and HB1748 HD1 both passed the House Finance Committee and were sent to the Senate, after the first reading referred to the Senate Committee on Health and the Senate Ways and Means Committee.</li> <li>• HB1749 HD1 was not heard.</li> <li>• There are major delays with processing the request to fill and establish positions for the Language Access Resource Center (LARC) and the multilingual website coordinator. OLA must submit a Special Project request for LARC before our request memo can be submitted to Budget and Finance.</li> <li>• Contract for the Bridging the Gap licensing still under review by the State Department of the Attorney General.</li> <li>• The 20-hour Medical Terminology workshop ended on February 15, 2014. OLA will be sending out certificates of completion to those who took the workshop.</li> <li>• State Language Access Coordinators' Quarterly meeting was on February 26, 2014. Working committees on the reporting tool and on public contact positions were formed.</li> <li>• Letters of invitation were sent to the Governor and Mayor, respectively, to give a welcome at the 7<sup>th</sup> Annual Hawai'i Conference on Language Access.</li> </ul>
5. Report of the Chair	Chair, Dominic Inocelda had no updates or reports.
6. Reports of Standing and Ad Hoc Committees	
Legislative Committee	Already covered in the Executive Director's report. At the Council on Revenues meeting 2014 the Council downgraded its forecast to no growth, tax collection is down, the state will have less money and that means lawmakers will have less money to work with on the budget.
Special Projects Committee	No report.
Plans Review Committee	No report.
By-Laws Committee	No report.

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Permitted Interaction Group - Annual Hawaii Conference on Language Access	<p>Jennifer Dotson reported that the Permitted Interaction Group (PIG) Conference Planning Committee met this morning before the LAAC council meeting. She went over the “Save the Date” flyer and the proposed program which was discussed.</p> <ul style="list-style-type: none"> <li>• The conference will be held in the Pikake Room at the Neal Blaisdell Center in Honolulu on August 6-7, 2014. Livia Wang mentioned that we should ask if the rental fees for tables and chairs can be waived.</li> <li>• A letter will be sent to Mayor Caldwell inviting the City &amp; County of Honolulu to be a co-sponsor for the conference in hopes of getting the room fees waived.</li> <li>• Waiting for a reply from Jennifer Rose to see if she will emcee again this year. If she is not available Gerald Ohta will be backup emcee.</li> <li>• An all day workshop will be held on August 8, 2014, focusing on cultural competency training by Ms. San Gupta, our keynote speaker from the Cross Cultural Health Care Program (CCHCP) Seattle, WA, location to be announced.</li> <li>• Jun Colmenares asked for suggestions on what kind of additional workshops could be offered.</li> <li>• The theme for this year’s conference will be `Ike `Āina: Language Access and Cultural Literacy.</li> <li>• Margarita Hopkins thought that cultural training in the police force might be considered and would be a good topic for a luncheon speaker.</li> <li>• Kristine Pagano asked Margarita if she was talking about culture or communication with the police. She said in Deaf culture many deaf people have trouble understanding the Miranda Rights. Maybe have a deaf presenter to share about Deaf culture?</li> <li>• Discussion on whether to have speakers/presentations during lunch or networking. Having a cultural performance was suggested, Jun Colmenares will have to check with DOH to see if it would meet state procurement requirements.</li> <li>• Lito Asuncion asked if the flyer was ready for distribution. Jun Colmenares said there were just a few more changes and that it was almost ready. Several suggestions by the council were to include the OLA logo, state that the conference is free and to find a better image to replace the exhibition hall image.</li> <li>• The PIG will continue to refine topics, get speakers and work on the program schedule.</li> <li>• Talked about the availability of exhibitor space, approximately 10-12 exhibitors, all day for both conference days. Jun Colmenares will check with Neal Blaisdell Center for space.</li> <li>• Kristine Pagano said to check and see if Wi-Fi is available. She also suggested we add the cost of parking on the flyer.</li> <li>• We are planning an evening dinner reception on Wednesday, August 6, 2014 for speakers,</li> </ul>

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	panelists, and invited guests. Location to be determined. Would like to have the CEO of Hawaiian Airlines be the guest speaker and talk on issues of cultural competency from a corporate perspective.
Permitted Interaction Group - Language Access Month	No meeting.
7. Other Upcoming Events	UH Maui Community College Continuing Education, Workforce Development Division, Department of Labor and Industrial Relations and OLA are offering Bridging the Gap a Professional Medical Interpretation Preparation course in March. Mary Santa Maria will be the trainer.
8. Agenda Items for Next Meeting	None
9. Announcements	<ul style="list-style-type: none"> <li>• Next Inter-Agency Council (IAC) meeting has been changed to Friday, March 21, 2014 at 2:30 PM at Susannah Wesley Community Center.</li> <li>• Dr. Myaing announced that Pacific Gateway Center (PGC) and the Myanmar Association of Hawaii together will be sponsoring a Burmese New Year Celebration on Sunday, April 27, 2014 at Wilson Elementary School cafeteria from 10:00 AM to 3:00 PM. There will be lots of fun water activities and food for purchase, cost \$10.00 for all you can eat. Children under twelve are free.</li> <li>• Dr. Myaing also announced that PGC has received funds from the state (Hawaii Community Development Authority) to preserve and renovate the historic Kaka`ako Pumping Station at Ala Moana Boulevard and Keawe Street. It is over 100 years old. Eventually PGC will be able to move into the existing building and have a community center with a focus on providing services for seniors.</li> <li>• Margarita “Day Day” Hopkins announced that she will be running for Hawaii County Council Representative for her district on Hawai`i Island.</li> <li>• The Executive Director, Jun, will be on vacation from May 21 to June 09, 2014.</li> <li>• Next Language Access Advisory Council meeting to be held on Wednesday, April 09, 2014 @ 9:30 AM to 11:00 AM, same location.</li> </ul>
10. Adjournment	Chair, Dominic Inocelda adjourned the meeting at 10:36 a.m.

Submitted by Gail McGarvey