

LANGUAGE ACCESS ADVISORY COUNCIL

STATE OF HAWAII
DEPARTMENT OF LABOR & INDUSTRIAL RELATIONS
830 Punchbowl Street
Honolulu, Hawaii 96813

Wednesday, December 16, 2009

HIOSH Conference Room 427
830 Punchbowl Street, Honolulu, Hawaii 96813

Piikoi A Conference Room
4444 Rice Street, Lihue, Hawaii

DLIR Hawaii District Office
75 Aupuni Street, Room 108, Hilo, Hawaii 96720

MINUTES

The meeting was called to order at 10:00 A.M. with quorum by Chair, Dominic Inocelda. Neighbor Island council members from Kauai and the Big Island joined in via videoconferencing.

1. Attendance

Present:

- | | |
|-------------------------------|--|
| - Dominic Inocelda | Language Access Advisory Council, Chairperson |
| - 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, HI Civil Rights Commission, Ex-officio |
| - Azi Turturici | Language Access Advisory Council Member |
| - Lito Asuncion | Language Access Advisory Council Member |
| - Sr. Earnest Chung | Language Access Advisory Council Member |
| - Alohalani Boido | Language Access Advisory Council Member |
| - Dr. Suzanne Zeng | Language Access Advisory Council Member |

Excused:

- | | |
|------------------------------------|---|
| - Jennifer Dotson | Language Access Advisory Council Member |
| - Namaka Rawlins | Language Access Advisory Council Member |
| - Mary Santa Maria | Language Access Advisory Council Member |
| - Canisius Filibert | Language Access Advisory Council Member |
| - Betty Brow | Language Access Advisory Council Member |
| - Dr. Tin Myaing Thein | Language Access Advisory Council Member |
| - Kristine Pagano for Francine Wai | Executive Director, DCAB, Ex-officio |

Others Present:

- | | |
|---------------|------------------------------------|
| - Frances Lum | Department of the Attorney General |
|---------------|------------------------------------|

2. **Welcome and Introductions**
3. **Approval of minutes for the November 18, 2009 meeting**
 - Alohalani moved and Gerald seconded that the minutes be approved as distributed. Motion carried.
4. **Executive Director's Report – See attached**
 - It's been almost a month since the departure of OLA staff. Executive director is trying to complete unfinished tasks left by staff.
 - Student practicum may include tracking of language access legislation during the legislative session. May also ask them to testify.
 - OLA is keeping its office space and equipment, including computers (except one), which volunteers and student interns will use. The computer previously used by the legal clerk will be borrowed by HIOSH on a temporary basis.
5. **Report of the Ad Hoc Legislative Committee**
 - Chair Sister Earnest reported that the committee has not met but that there are some ideas being floated around regarding the preservation of staff positions as well as strengthening the office and making it more independent by moving it to another department or branch of the government. The question is: what should the Council's stand be on these issues? After some discussions, it was moved and seconded that the Council will focus on three things: preserving the office, keeping staff positions in the books, and funding the positions. The motion was unanimously approved.
 - The Committee will come up with a proposal for action by the Council during the January 2010 meeting.
 - The Committee will collaborate with other community groups to gain their support and work on other issues.
6. **2010 Language Access Month Celebrations & 3rd Annual Hawaii Conference on Language Access**
 - The OLA executive director and the incoming volunteer will plan out a couple of events for the language access month celebration. However, it was suggested that a member of the Council, or somebody from the community should chair the conference.
 - The office will look into possible partnerships with the university, foundations, the private sector and other non-profit groups.
7. **Announcements**
 - The Inter-Agency Council (IAC) is having its annual Christmas luncheon today at 11:30 a.m. in Kalihi.
 - Meeting this afternoon at 4:00 p.m. on Census 2010 called by Sen. Chun-Oakland at the DAGS building.
 - Next meeting will be January 13, 2010 from 9:30 – 11 A.M. at DLIR Director's conference room.
8. **Adjournment**
 - Meeting was adjourned at 11:10 A.M.

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MINUTES

The meeting was called to order at 9:36A.M. with quorum by Chair, Dominic Inocelda. Neighbor Island council members joined in via videoconferencing.

1. Attendance

Present:

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| - Dominic Inocelda | Language Access Advisory Council, Chairperson |
| - Serafin "Jun" Colmenares | Executive Director, Office of Language Access, Ex-officio |
| - Livia Wang for Bill Hoshijo | Executive Director, HI Civil Rights Commission, Ex-officio |
| - Azi Turturici | Language Access Advisory Council Member |
| - Lito Asuncion | Language Access Advisory Council Member |
| - Sr. Earnest Chung | Language Access Advisory Council Member |
| - Kristine Pagano for Francine Wai | Executive Director, DCAB, Ex-officio |
| - Gerald Ohta | Language Access Advisory Council, Vice-Chair |
| - Nāmaka Rawlins | Language Access Advisory Council Member |

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| - Betty Brow | Language Access Advisory Council Member |
| - Dr. Tin Myaing Thein | Language Access Advisory Council Member |

Others Present:

- | | |
|----------------|------------------------------------|
| -- Frances Lum | Department of the Attorney General |
|----------------|------------------------------------|

- Uilani Pauole de Sa Senior Legal Analyst, Office of Language Access
- Kendall Zukeran Research Analyst, Office of Language Access
- Jeremy Low Research Analyst, Office of Language Access
- Gail McGarvey Clerk, Office of Language Access
- Darwin Ching Director, Department of Labor & Industrial Relations
- James Doi Department of Labor & Industrial Relations
- Ryan Markham Department of Labor & Industrial Relations
- Nicole Yanagihara Department of Labor & Industrial Relations

2. Welcome and Introductions

3. Approval of minutes for the September 9, 2009 meeting

- No changes necessary. All approved and motion carried.

4. Brief Remarks from the DLIR Director

- DLIR Director, Darwin Ching, summarized how the department will assist Jun and the OLA amidst the state budget cuts. Five DLIR staff will assist in various roles and technology will be utilized to put more material online.
- Questions arose as to how the LAAC will be able to determine the fallout from the staffing cuts? Will the Council revisit OLA’s status from time to time to see how the OLA is doing? The Council will still meet monthly and can discuss the impact then.
- Assistance to the OLA is planned to last at least till the end of the current administration in December 2010. Afterwards, the new DLIR Director will need to make the decisions.
- Further RIFs being considered by the state.
- Partnerships, volunteers, and interns needed to fill the gaps.

5. Executive Director’s Report – See attached

- DCAB may be able to assist the OLA with trainings but these need to be negotiated with Francine Wai.
- Hawaii Civil Rights Commission is more focused on employment discrimination issues presently but may be able to help the OLA with issues that overlap.

6. OLA’s Conference Evaluations – See attached

- Attachment sent ahead of the meeting to all Council members.
- OLA employees were thanked for putting together a great conference.

7. 2010 Language Access Month Celebrations & 3rd Annual Hawaii Conference on Language Access

- Plan is to have the celebrations and conference during August 2010. Possibly have a couple of community events and finish off the month with a one day conference.
- Chair or co-chairs are being sought to head next year’s efforts.

8. Announcements

- The next Inter-Agency Council (IAC) meeting is scheduled for today @ 2 P.M.
- Discussions to center around “damage control” regarding issues in the immigrant field and the Legislative session in January.

- Suggestion was made to make legislative matters a permanent item on the LAAC agenda so members can discuss the issues.
- Motion was made by Lito and seconded by Gerald to have an ad hoc Legislative Committee headed by Sr. Earnest Chung with Dominic, Jun, and Gerald as members. The members will meet and report to the Council during the next meeting. The motion was carried.
- Since some members are often tardy for various reasons, suggestion was made to change the LAAC meeting time to 9:30 A.M.
- Next meeting will be December 16, 2009 from 9:30 – 11 A.M. @ DLIR Director's conference room.

9. Adjournment

- Meeting was adjourned at 10:48 A.M.

**Language Access Advisory Council Meeting
December 16, 2009
Report of the Executive Director**

Update on Staffing:

- Gail McGarvey is providing clerical assistance to the office as part of her job at the Director's office.
- Belinda Fagin, who works part-time at Kaiser Permanente's Health Education-Tobacco Cessation Program, will be volunteering at the office four hours a week. She will be assisting in setting up the language access coordinators' meetings/trainings, the advisory council meetings, and the language access month activities and conference.
- UH Ilokano language class students will have their practicum with the office during the spring semester 2010 and will assist with the outreach and monitoring functions of the office.
- Executive director met with Filipino Coalition for Solidarity regarding OLA's current and future staffing.

Use of Technology:

- Language access plan revisions and submissions, filing of complaints, submission of agency LEP data reports, and monitoring reports will all be done on-line. DLIR Director's Office IT staff will give a briefing next meeting.

Compliance and Monitoring:

- Monitoring of seven out of eight non-federally-funded agencies completed. Results to be reported back to agencies.
- Memo sent out to agencies re submission of names of designated lead and back-up language access coordinators.
- Still awaiting submission of revised language access plans from five federally-funded agencies.

Technical Assistance and Training Plans:

- State language access coordinators to meet on a quarterly basis starting 2010.
- Coordinators' meetings will feature a one-hour training session on language access plan implementation issues.

Operations:

- Draft OLA annual report under review by Director's Office.
- Still waiting for CITS report on revision of multilingual poster.
- ED invited to give a presentation on Hawaii's Language Access Law at the Cross-Cultural Health Care Conference on February 11-12, 2010 in Honolulu.
- ED had discussions with Migration Policy Institute re OLA's monitoring report being featured in MPI website.

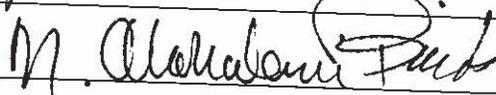
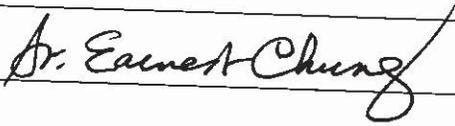
OFFICE OF LANGUAGE ACCESS ADVISORY COUNCIL MEETING

LANGUAGE ACCESS ADVISORY COUNCIL
 STATE OF HAWAII
 DEPARTMENT OF LABOR AND INDUSTRIAL RELATIONS
 830 Punchbowl Street Rm. 320
 Honolulu, Hawaii 96813

Frances Lum

ROLL CALL/ ATTENDANCE

DECEMBER 16, 2009
 9:00 AM TO 10:30 AM

Name/Guest	Signature	
Dominic Inocelda Inter-Agency Council on Immigrant Services; Chair		
Gerald Ohta Department of Health; Vice-chair		
Serafin "Jun" Colmenares Office of Language Access Ex Officio		
Bill Hoshijo (Livia Wang) Hawaii Civil Rights Commission Ex Officio		
Lito Asuncion Hawaii County Office on Aging	present via VTC	
Alohalani Boido Hawaii Interpreter Action Network		
Betty Brow BOH, International Banking Center		
Sr. Earnest Chung Catholic Charities Hawaii		
Canisius Filibert Micronesia Community Network		
Jennifer Dotson Muscular Dystrophy Association		
Dr. Tin Myaing Thein Pacific Gateway Center		
Kristine Pagano, Disability & Communication Access Board		
Nāmaka Rawlins Aha Punana Leo; UH-Hilo Hawaiian Language Center		
Mary Santa Maria Maui District Health Office		
Azi Turturici Kauai Agency on Elderly Affairs	present via VTC	
Dr. Suzanne Zeng UH Center for Interpretation and Translation Services		