

# LANGUAGE ACCESS ADVISORY COUNCIL

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

Wednesday, July 8, 2009  
DLIR Conference Room 320

## MINUTES

The meeting was called to order at 9:50 A.M. with quorum by Chairperson Dominic Inocelda.

### 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, Civil Rights Commission, Ex-officio
- Jennifer Dotson Language Access Advisory Council Member
- Azi Turturici Language Access Advisory Council Member
- Mary Santa Maria Language Access Advisory Council Member
- Lito Asuncion Language Access Advisory Council Member
- Betty Brow Language Access Advisory Council Member
- Sr. Earnest Chung Language Access Advisory Council Member

#### *Excused:*

- Canisius Filibert Language Access Advisory Council Member
- Dr. Suzanne Zeng Language Access Advisory Council Member
- Francine Wai Executive Director, DCAB, Ex-officio
- Dr. Tin Myaing Thein Language Access Advisory Council Member
- Alohalani Boido Language Access Advisory Council Member
- Nāmaka Rawlins Language Access Advisory Council Member

#### *Others Present:*

- Frances Lum Department of the Attorney General
- Jeremy Low Research Analyst, Office of Language Access
- Uilani Pauole de Sa Senior Legal Analyst, Office of Language Access
- Kendall Zukeran Research Analyst, Office of Language Access

### 2. Welcome and Introductions

- The newly confirmed LAAC members were welcomed.

### 3. Approval of minutes of April 8, 2009 meeting

- Minutes approved unanimously. Motion carried.

**4. Executive Director's Report – See attached**

**5. Update on Language Access Conference Planning**

- Jennifer Dotson, Conference Chairperson, advised that planning is going well and there have been some important changes:
  1. The conference will be a one day event (September 28, 2009) rather than 2 days.
  2. The location has changed to the State Capitol Auditorium.
  3. There is no registration fee for attendees.
- There will be one continuous track with three sessions ~ Hawaii Overview, Implementation, and Promising Practices.
- Jennifer would like to involve LAAC members in the conference as much as possible.
- Breakfast and lunch sponsors in the form of food or monetary donations are still being sought for the conference. Otherwise attendees will need to bring or buy their own lunch. The lunch break will be 1 hour and 30 minutes.
- Betty Brow advised that BOH may be able sponsor part of the lunch but needs to work out the details.
- The Office of Minority Health (San Francisco) will be the material sponsor. They will help the OLA with the print materials, brochures, etc.
- Jun and Ui are checking with the Ethics Commission in regards to receiving sponsorships.
- There was a suggestion that for future events, the OLA consider establishing a separate "agency fund."
- A recommendation was made to have the general registration and sponsorship forms on separate pages rather than together on the same page. Send these out ASAP because it takes time for sponsors to file the necessary paperwork, obtain the proper approvals, etc.

**6. Legislative Matters**

- August has been designated as "Language Access Month" (*Act 69/HB813 HD1 SD1 CD1*) and the OLA is planning activities but would like to do more outreach to various LEP groups or communities. If council members have any specific groups or contacts that the OLA should consider working with, please let the office know by 7/15/09.
- *HR157* was passed by the House of Representatives requesting the establishment of a task force consisting of members of the Legislature, Hawaii Tourism Authority, Department of Transportation, OLA, and tourism-related private sector industries such as the hotels, car rental agencies, and restaurants.
- A concurrent resolution (*HCR13/HR17*) requests the Executive Office of Aging and Center on Aging at UH Manoa, to continue their research and analyses and report on developing a cash and counseling model as well as apply for related grants.
- Vice-Chair Gerald Ohta, shared regarding the passage of the "Complete Streets" law (Act 54) during the past Legislative session. This act "requires the Department of Transportation and county transportation departments to seek to reasonably accommodate access and mobility for all users of public highways, including pedestrians, bicyclists, transit users, motorists, and persons of all abilities. Establishes a temporary task force to review certain highway design standards and guidelines."
- Gerald made a motion to have the OLA write a letter to the Department of Transportation Director, Brennon Morioka, indicating the office's interest in having a representative on this task force. The motion was seconded by Betty Brow and all council members were unanimous in favor of this. The motion was carried.

- Chairman Dominic Inocelda asked council members for any ideas or proposals regarding possible bills and resolutions for the next legislative session in 2010. These can be forwarded to the Legislative Committee Chair, Sister Earnest Chung.
- A recommendation was made that the office be more involved in legislation pertaining to crimes against tourist, emergency services, and others where language access is vital.
- Dominic suggested possibly inviting someone from the Census Bureau to speak at the next LAAC meeting.

**7. Nominations and election of LAAC Chair & Vice-Chair**

- LAAC Chair, Dominic Inocelda, opened the floor for new Chair & Vice-Chair nominations. No official nominations were made so Dominic shared that he and Vice-Chair, Gerald Ohta, were willing to serve 2 more years if no one else on the Council was interested.
- Mary Santa Maria moved to keep current LAAC Chair and Vice-Chair in place for the next 2 years. Sister Earnest Chung seconded the motion.
- Motion was unanimously approved.

**8. Announcements**

- IAC meeting this month is scheduled for July 15th.
- Next LAAC meeting is scheduled for Wednesday, August 12, 2009.

**9. Adjournment**

- Meeting was adjourned at 10:40 AM.

# LANGUAGE ACCESS ADVISORY COUNCIL

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

Wednesday, April 08, 2009  
DLIR Conference Room 320

## MINUTES

The meeting was called to order at 9:35 A.M. with quorum (10 council members) by Chairperson Dominic Inocelda.

### 1. Attendance

#### *Present:*

- Dominic Inocelda Language Access Advisory Council, Chairperson
- Gerald Ohta Language Access Advisory Council, Vice-Chair
- Dr. Suzanne Zeng Language Access Advisory Council Member
- Serafin "Jun" Colmenares Executive Director, Office of Language Access, Ex-officio
- Livia Wang for Bill Hoshijo Executive Director, Civil Rights Commission, Ex-officio
- Jennifer Li Language Access Advisory Council Member
- Azi Turturici Language Access Advisory Council Member
- Dr. Tin Myaing Thein Language Access Advisory Council Member
- Nāmaka Rawlins Language Access Advisory Council Member
- Betty Brow Language Access Advisory Council Member

#### *Excused:*

- Lito Asuncion Language Access Advisory Council Member
- Alohalani Boido Language Access Advisory Council Member
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- Sr. Earnest Chung Language Access Advisory Council Member
- Francine Wai Executive Director, DCAB, Ex-officio
- Mary Santa Maria Language Access Advisory Council Member

#### *Others Present:*

- Frances Lum Department of the Attorney General
- Jeremy Low Research Analyst, Office of Language Access
- Uilani Pauole de Sa Senior Legal Analyst, Office of Language Access
- Gail McGarvey Clerk Typist, Office of Language Access

### 2. Welcome and Introductions

### 3. Approval of minutes of March 11, 2009 meeting

- Motion to accept the meeting minutes approved unanimously.

- A change in the monthly meeting schedule was also proposed but the council voted to keep the schedule as is.

**9. Announcements**

- Elder Fraud Conference, Saturday, April 25, 2009 at the Hawaii Convention Center, sponsored by the Executive Office on Aging. OLA to organize panel discussion on Protecting Our Kupuna Through Language Access with Gerald Ohta, moderator, and Dr. Myaing and Jun Colmenares as members of the panel.
- IAC update – the Chair reported that there will most likely be no move of OCS to DHS
- Gerald Ohta will meet with New York City Dept. of Health & Mental Hygiene, LA coordinator and Lifenet (24 hour hotline) coordinator is asking if there are any questions for LA emergency situations from the council members. How are they funded?
- Dr. Zeng said she went to Domestic Violence and Abuse Center (DVAC) to talk to staff and their support about working with interpreters regarding LA issues and how to improve their services to LEP individuals.
- May 13, 2009 LAAC meeting cancelled, instead the council was invited to attend the OLA training workshops.
- Next LAAC meeting will be held Wednesday, June 10, 2009.

**10. Adjournment**

- Meeting was adjourned at 10:18 AM.

**Language Access Advisory Council Meeting  
July 8, 2009  
Report of the Executive Director**

**Budget Status:**

- Program and positions extended until 9/30/09.
- Facing possibility of lay-offs.

**Operations:**

- Conducted training workshops on working with interpreters and the role of bilingual staff on May 13 and 15; more than 230 attended.
- Organized and presented a panel discussion on “Protecting our Kupuna through Language Access” during the Hawaii Anti-Fraud Conference sponsored by the Executive Office on Aging on April 25, 2009 at the Hawaii Convention Center.
- Language Access Resource Center Study approved by Governor’s office and distributed to Legislature and other offices; posted on DLIR website.
- Community table display at the 2009 Filipino Fiesta on May 9, 2009 at Kapiolani Park.
- Held state language access coordinators’ meeting on June 9, 2009, with Lillian Segal from the Micronesian Culture Awareness Project as guest speaker.
- 2009 summer issue of the OLA Newsletter published and distributed.
- Planning for language access month (August) activities.
- Planning for September 28, 2009 language access conference.
- Started to receive revised language access plans from state agencies receiving federal funds (deadline was July 1, 2009).

**Update on Training Project**

- Grant proposal submitted to A&B Foundation (through Pacific Gateway Center) for additional trainings on Oahu and the Neighbor Islands was not successful.
- Request for funding from DOH for additional training was not successful.
- Requested Maui Economic Opportunity to apply for a grant to the Knudsen Foundation for a training workshop on Maui.
- OLA looking at other grant opportunities – with the assistance of advisory council members.
- US Administration on Aging has approved request by Senior Medicare Patrol-Hawaii of the Executive Office on Aging for a two-year funding support (at \$8,000 per year) for a collaborative project with OLA relating to the recruitment and training of bilingual volunteers as well as for cultural competency training for SMP/Sage PLUS/LTCO volunteers.

**Update on Poster**

- Sue Zeng is still working on the revisions of the poster.

*SAVE the DATE (Revised as of 6/22/09)*

## **2<sup>nd</sup> Annual Hawai'i Conference on Language Access**

***Ho'opono: Plan Implementation and Promising Practices***

**Monday, September 28, 2009, 8:00 a.m. to 4:00 p.m.  
Hawai'i State Capitol Auditorium, Chamber Level, Honolulu, Hawai'i**

This conference will bring together participants, speakers, and panelists throughout the State of Hawai'i and the U.S. mainland to learn and share knowledge on language access plans, policies, best practices, and issues. This conference builds on the previous March 2008 conference.

### **Who Should Attend?**

All who are interested in and affected by language access, including and not limited to:

- Public Contact Personnel
- Language Access Coordinators
- Students
- Bilinguals interested in interpreting/translating
- Businesses and agencies interested in providing language resources
- Public Access Service Providers (State, State-funded, City and County, Nonprofit, Private) in the following areas: Advocacy, Crimes (such as Sexual Assault, Trafficking), Domestic Violence, Education, Emergency Services, Family Law, Government Services, Health Care, Housing, Immigration, Law Enforcement, and Public Benefits.

**Sponsored by the Office of Language Access (OLA), Department of Labor and Industrial Relations, State of Hawai'i**  
*For program information and for additional sponsorship opportunities, contact OLA at 808-586-8730 or email at [dlir.ola@hawaii.gov](mailto:dlir.ola@hawaii.gov).*



### **Goals of the Conference:**

- Learn about Language Access Plan implementation issues and challenges.
- Learn about promising practices on language access.
- Network with language access practitioners in Hawai'i and nationwide.

### **Vendors and Non-Profit Exhibit Area Will Be Available:**

Conference sponsorship opportunities are available. Please contact us for more information.

### **No Registration Fee:**

Registration is free. Please submit your completed registration form by August 17, 2009.

Registration forms will be available in the near future on the OLA website at: <http://www.hawaii.gov/labor/ola>

## General Information

for the Office of Language Access'

### 2<sup>nd</sup> Annual Hawai'i Conference on Language Access *"Ho'opono: Plan Implementation and Promising Practices"*

**DATE OF CONFERENCE:** Monday, September 28, 2009

**TIME:** 8:00 am to 4:00 pm

**LOCATION:** Hawai'i State Capitol Auditorium, Chamber Level, Honolulu, Hawai'i

**REGISTRATION FEES:** Free for attendees.

**SPONSORSHIP:** Sponsorship opportunities (general conference support, meal sponsorships, and table top exhibits) are available. Please see the attached registration form.

**SETUP & BREAKDOWN:** For exhibitors, set-up time is 7:00 am. Break-down time is 4:00 pm. For more information contact the Office of Language Access at 808-586-8730.

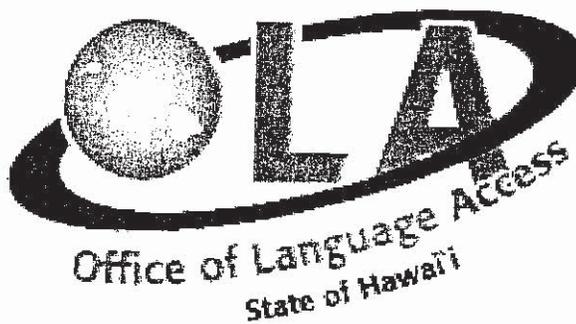
**DEADLINE:** Deadline for registrations is **August 17, 2009**. Form of payment must accompany the registration for exhibitors.

**ACCESSIBILITY ASSISTANCE:** If you would like assistance due to a mobility, hearing, or sight impairment, or limited English proficiency, please contact the Office of Language Access no later than August 28, 2009.

**PARKING:** Metered parking is available at the State Capitol, 'Iolani Palace, and on the street.

**PLEASE DIRECT ALL REGISTRATION AND SPONSORSHIP INQUIRIES TO:**

Office of Language Access  
Phone: (808) 586-8730  
Fax: (808) 586-8733  
Email: [dlir.ola@hawaii.gov](mailto:dlir.ola@hawaii.gov)



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

8#1 = 9 For  
 2009

ROLL CALL/ ATTENDANCE  
 JULY 8, 2009  
 9:00 AM TO 10:30 AM

Name/Guest	Signature	
Dominic Inocelda Inter-Agency Council on Immigrant Services; Chair	YES	
Gerald Ohta Department of Health; Vice-chair	YES (Late)	
Serafin "Jun" Colmenares Office of Language Access Ex Officio	YES	
Bill Hoshijo Hawaii Civil Rights Commission (Livia) Ex Officio	YES	
Lito Asuncion Hawaii County Office on Aging	YES	
Alohalani Boido Hawaii Interpreter Action Network	NO (ill)	
Betty Brow BOH, International Banking Center	YES	
Sr. Earnest Chung Catholic Charities Hawaii	YES	
Canisius Filibert Micronesia Community Network	NO	
Jennifer Li Muscular Dystrophy Association	YES (Late)	
Dr. Tin Myaing Thein Pacific Gateway Center	YES	
Francis Wai, Disability & Communication Access Board, Ex Officio KRISTINE PAGANO	NO	
Nāmaka Rawlins Aha Punana Leo; UH-Hilo Hawaiian Language Center	NO	
Mary Santa Maria Maui District Health Office	YES	
Azi Turturici Kauai Agency on Elderly Affairs	YES	
Dr. Suzanne Zeng UH Center for Interpretation and Translation Services	NO	

