

LANGUAGE ACCESS ADVISORY COUNCIL

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

Wednesday, March 10, 2010

Director's Conference Room 320
830 Punchbowl Street, Honolulu, Hawaii 96813

Agency on Elderly Affairs
4444 Rice Street, Suite 330, Lihue, Hawaii 96766

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

Maui District Health Office, State Office Building
54 South High Street, Room 415, Wailuku, Hawaii 96793

MINUTES

The meeting was called to order at 9:35 A.M. with quorum by Chair, Dominic Inocelda. Neighbor Island council members from Kauai, Maui, 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 |
| - Betty Brow | Language Access Advisory Council Member |
| - Sr. Earnest Chung | Language Access Advisory Council Member |
| - Canisius Filibert | Language Access Advisory Council Member |
| - Maria Santa Maria | Language Access Advisory Council Member |
| - Lito Asuncion | Language Access Advisory Council Member |
| - Namaka Rawlins | Language Access Advisory Council Member |
| - Kristine Pagano for Francine Wai | Executive Director, DCAB, Ex-officio |

Excused:

- | | |
|------------------------|---|
| - Jennifer Dotson | Language Access Advisory Council Member |
| - Dr. Suzanne Zeng | Language Access Advisory Council Member |
| - Dr. Tin Myaing Thein | Language Access Advisory Council Member |
| - Alohalani Boido | Language Access Advisory Council Member |

council members. An ad hoc committee was formed to plan the retreat. Members are Sr. Earnest Chung, Dominic Inocelda, Canisius Filibert, and the OLA executive director.

- Planning for the one day language access conference in August is continuing.

9. Announcements

- The next IAC meeting will be on Wednesday, March 17, at 2:30 p.m. at Susannah Wesley Community Center.
- A conference on Disaster Planning for Vulnerable Populations will be held on March 31, 2010 at the Japanese Cultural Center. Registration fee is \$125 (includes lunch) with a March 28 deadline. Sponsored by UH Pacific EMPRINTS.
- Next council meeting will be on April 14, 2010 from 9:30 – 11 A.M. at DLIR Director's conference room.

10. Adjournment

- Meeting was adjourned at 10:45 A.M.

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54 South High Street, Room 301, Wailuku, Hawaii 96793

MINUTES

The meeting was called to order at 9:40 A.M. with quorum by Chair, Dominic Inocelda. Neighbor Island council members from Kauai, Maui, and the Big Island joined in via videoconferencing.

1. Attendance

Present:

- | | |
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| - 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 |
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| - Sr. Earnest Chung | Language Access Advisory Council Member |
| - Dr. Tin Myaing Thein | Language Access Advisory Council Member |
| - Canisius Filibert | Language Access Advisory Council Member |
| - Namaka Rawlins | Language Access Advisory Council Member |

Others Present:

- Frances Lum Department of the Attorney General
- Eric Garcia Student Intern, Office of Language Access

2. **Welcome and Introductions**
 - Eric Garcia, UH student intern at the Office of Language Access, was introduced.
3. **Approval of minutes for the January 13, 2010 meeting**
 - Minutes was approved as distributed.
4. **Executive Director's Report – See attached**
 - Re concerns about DHS training manual (p. 12), the group agreed that the 5% or 1,000 threshold for the translation of vital documents should be based on the eligible population and not on the number of LEP who requested language services. OLA will discuss the matter with the visiting Office for Civil Rights regional manager (DHHS) and also with DHS.
5. **Report of the Ad Hoc Legislative Committee**
 - Chair Inocelda presented a draft letter to be sent to the labor committee chairs of both houses of the legislature and to the chairs of the House Finance and Senate Ways & Means committees. The letter recommends that all OLA staff positions be kept in the books (even without funding) and to retain and fund the position of senior legal analyst. After some constructive suggestions from the body, Alohalani volunteered to revise the letter and send the revised version to the council chair as soon as possible.
6. **2010 Language Access Month Celebration & 3rd Annual Hawaii Conference on Language Access**
 - The Executive Director proposed to hold a one-day retreat in August as part of the language access month celebration. Neighbor island members will be flown in. Proposal was supported by the Council.
 - The Executive Director also proposed a one day language access conference in August to focus on medical interpretation and emergency services. A student intern will assist in the planning of the event.
7. **Announcements**
 - Mary Santa Maria will be teaching a medical interpretation class in Maui starting April.
 - Jun Colmenares, Gerald Ohta and Suzanne Zeng will be presenting at the Cross-Cultural Healthcare Conference, February 11-12, 2010 at the Hyatt Waikiki Hotel.
 - Michael Kruley, DHHS Regional Manager, Office for Civil Rights, was introduced. He briefly talked about what his office does and why he is in Hawaii – as a speaker at the Cross-Cultural Healthcare Conference.
 - Next council meeting will be March 10, 2010 from 9:30 – 11 A.M. at DLIR Director's conference room.
8. **Adjournment**
 - Meeting was adjourned at 11:10 A.M.

Language Access Advisory Council Meeting
March 10, 2010
Report of the Executive Director

Update on Staffing and Budget:

- UH practicum students assisting in the translation of OLA web site information into Ilokano and Tagalog.
- Awaiting renewal of appointment for the quarter 1-1-10 to 3-31-10.
- Budget update: program and executive director's position still intact.

Compliance and Monitoring:

- Still finishing monitoring reports on three non-federally funded agencies (Office of the Lieutenant Governor, Senate and House of Representatives).
- Still awaiting submission of revised language access plans from five federally-funded agencies.
- Reviewing monitoring tool for possible revision.
- Preparing memo reminding non-federally funded agencies about the July 1, 2010 deadline for submission of revised language access plans.
- Executive director met with DHS and representatives from the AG's office to discuss the DHS training manual and translation of documents.

Technical Assistance and Training:

- On line system for use by state agencies for their submission of plans, reports, documents, etc. being finalized.
- Met with state language access coordinators on February 17, 2010. A memo to all state agencies will be issued re formation of a working committee to prepare a single list of bilingual staff to be used by all agencies to include certain parameters.
- SPO has issued an email memo to state agencies re participation in the WSCA cooperative agreement for telephonic interpreter services.

LAAC Membership Updates

- Terms of two LAAC members (Dr. Myaing Tin Thein and Canisius Filibert) are expiring June 30, 2010. Dr. Myaing is being reappointed; Senate Judiciary Committee recommended approval during hearing yesterday, March 9. Canisius has decided to be replaced due to his work schedule. Edelene Uriarte (UH masteral candidate; speaks Palauan and Tagalog) will most probably be his replacement.

Operations:

- Still waiting for CITS report on revision of multilingual poster.
- Tracking legislations/resolutions/GMs related to language access.
- OLA newsletter (joint Winter and Spring issues) being prepared; will come out end of March.
- Preparing draft agendas for OLA retreat and 3rd Annual Hawaii Conference on Language Access.

OFFICE OF LANGUAGE ACCESS
3-YEAR RETREAT
August 13, 2010
9:00 a.m. to 5:00 p.m.
Site to be determined

PROPOSED AGENDA

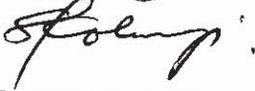
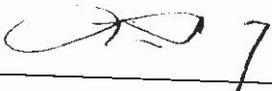
1. Welcome and Introductions
2. Purposes of the Retreat
 - Review OLA's performance
 - Identify specific issues and challenges
 - Develop proposals for legislative and other action
3. OLA Overview: Performance and Challenges
4. Process and Ground Rules
5. Break
6. Break-out Sessions (4)
 - How can OLA be made more independent and effective?
 - How can the Language Access law be strengthened?
7. Lunch
8. Reports and Recommendations from Break-out Sessions
9. Discussion and Framing of Legislative and Other Proposals
10. Wrap Up and Next Steps

OFFICE OF LANGUAGE ACCESS ADVISORY COUNCIL MEETING

LANGUAGE ACCESS ADVISORY COUNCIL
 STATE OF HAWAII
 DEPARTMENT OF LABOR AND INDUSTRIAL RELATIONS
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 Honolulu, Hawaii 96813

ROLL CALL/ ATTENDANCE

MARCH 10, 2010
 9:30 AM TO 11:00 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	ok	
Alohalani Boido Hawaii Interpreter Action Network		X
Betty Brow BOH, International Banking Center		
Sr. Earnest Chung Catholic Charities Hawaii		
Canisius Filibert Micronesia Community Network		
Jennifer Dotson Muscular Dystrophy Association		X
Dr. Tin Myaing Thein Pacific Gateway Center		X
Kristine Pagano, Disability & Communication Access Board		
Nāmaka Rawlins Aha Punana Leo; UH-Hilo Hawaiian Language Center	ok	
Mary Santa Maria Maui District Health Office	ok	
Azi Turturici Kauai Agency on Elderly Affairs	ok	
Dr. Suzanne Zeng UH Center for Interpretation and Translation Services		X

