

# LANGUAGE ACCESS ADVISORY COUNCIL

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

Wednesday, May 12, 2010

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

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

Aging and Disability Resource Center  
1055 Kino'ole St., Suite 101, 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 9:40 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              |
| - 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                    |
| - Dr. Suzanne Zeng            | Language Access Advisory Council Member                    |
| - Canisius Filibert           | Language Access Advisory Council Member                    |
| - Lito Asuncion               | Language Access Advisory Council Member                    |
| - Sr. Earnest Chung           | Language Access Advisory Council Member                    |
| - Jennifer Dotson             | Language Access Advisory Council Member                    |

#### *Excused:*

- |                                    |  |
|------------------------------------|--|
| - Dr. Tin Myaing Thein             | Language Access Advisory Council Member            |
| - Mary Santa Maria                 | Language Access Advisory Council Member            |
| - Namaka Rawlins                   | Language Access Advisory Council Member            |
| - Alohalani Boido                  | Language Access Advisory Council Member            |
| - Gerald Ohta                      | Language Access Advisory Council, Vice Chairperson |
| - Kristine Pagano for Francine Wai | Executive Director, DCAB, Ex-officio               |

**Others Present:**

- Frances Lum

Department of the Attorney General

**2. Welcome and Introductions**

- None.

**3. Approval of minutes for the April 14, 2010 meeting**

- Minutes was approved as distributed.

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

- Two staff positions restored and funded by legislature; not sure if Governor would release funds.
- Request for neighbor island travel for OLA retreat not approved.
- Jennifer Dotson to continue as Council member; will serve as chair of the 3<sup>rd</sup> Hawaii Conference on Language Access.
- Will be on vacation from May 15 to June 1, 2010; return to work on June 2.

**5. Report of the Chair**

- Chair has been in constant contact with the OLA director regarding developments at the legislature and has informed the Interagency Council about the status of the office.

**6. Report of the Ad Hoc Legislative Committee**

- Committee chair Sr. Earnest Chung reported that the conference committee of the legislature decided to restore and fund two staff positions (senior legal analyst and clerk). The OLA director added that although restored and funded, the release of funds for the two positions rests with the Governor. It was agreed that the Council will write a letter to the Governor requesting for the release of funds for the two positions.
- With regard to HB1868, HD1, which prohibits civil service employees who accept an appointed position from returning to their civil service positions more than one year later, the Governor has vetoed the bill. Not sure if the legislature will override the veto.
- Since the legislative session has ended, the ad hoc legislative committee has done its work and is thereby officially disbanded.

**7. Report of the Ad Hoc Committee on the OLA Retreat**

- The request for neighbor island travel funds has been disapproved; will look for other ways to get the neighbor island members to attend.
- In view of the 3<sup>rd</sup> Hawaii Conference on Language Access scheduled on August 26, and given time constraints and the lack of manpower, it was decided to hold the OLA retreat at a later date (September 8, 2010).

**8. Planning for the 3<sup>rd</sup> Annual Hawaii Conference on Language Access**

- The committee chair, Jennifer Dotson, reported on the meeting held on April 28 with Marsha Tamura of the Office of Civil Defense. The conference site is not yet determined – possibilities are Central Union Church, McCoy Pavilion, and Mamiya Theater. Save-the-date flyer was finalized and will be sent out before the week ends, together with registration forms. Letters to keynote speakers to be sent out immediately. Next meeting will be held after the OLA director returns from his vacation on June 2.

**9. Announcements**

- Chair Inocelda announced that the next IAC meeting will be on Wednesday, May 19 at Susannah Wesley Community Center.
- Sue Zeng announced that Catholic Charities-Kona will be holding language access training on May 14, 2010.
- Next council meeting will be on June 9, 2010 from 9:30 – 11 A.M. at DLIR Director's conference room.

**10. Adjournment**

- Meeting was adjourned at 11:00 A.M.

## LANGUAGE ACCESS ADVISORY COUNCIL

STATE OF HAWAII  
DEPARTMENT OF LABOR & INDUSTRIAL RELATIONS  
830 Punchbowl Street  
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Wednesday, April 14, 2010

Director's Conference Room 320  
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Agency on Elderly Affairs  
4444 Rice Street, Suite 330, Lihue, Hawaii 96766

Aha Punana Leo  
96 Puuhonu Place, Hilo, Hawaii 96720

Maui District Health Office, State Office Building  
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### 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  |
| - 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                    |
| - Dr. Suzanne Zeng            | 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                    |
| - Alohalani Boido             | Language Access Advisory Council Member                    |
| - Dr. Tin Myaing Thein        | Language Access Advisory Council Member                    |

##### *Excused:*

- |                                    |   |
|------------------------------------|---|
| - Jennifer Dotson                  | Language Access Advisory Council Member |
| - Sr. Earnest Chung                | Language Access Advisory Council Member |
| - Kristine Pagano for Francine Wai | Executive Director, DCAB, Ex-officio    |

**Others Present:**

- Frances Lum Department of the Attorney General
- Rachel Hecksher Maui
- Hildie Schap Maui
- Romualda Ines Maui

**2. Welcome and Introductions**

- None.

**3. Approval of minutes for the March 10, 2010 meeting**

- Minutes was approved as distributed.

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

- Appointment extended until 6/30/10.
- OLA going ahead with SMP project.
- Met with HPD re their language access plan.
- OLA newsletter (combined winter and spring issues) has been distributed.
- Edelene Uriarte's appointment was heard and approved by Senate Judiciary Committee..

**5. Report of the Chair**

- Talked to Jennifer Dotson who indicated that she is still interested in remaining with the Council and to attend meetings via videoconferencing. She also indicated her interest in chairing the upcoming language access conference. Jun checked with IT people and was informed that an additional space could be added on screen to accommodate two more attendees (from 4 to 6).

**6. Report of the Ad Hoc Legislative Committee**

- In the absence of committee chair Sr. Earnest Chung, chair Inocelda reported that the Senate did not support the House version of the OLA budget; will be taken up again in the conference committee.
- It was suggested that community and other organizations be requested to write letters to the finance committees of both houses to support the House version.
- The body was informed about HB1868, HD1 which prohibits civil service employees who accept an appointed position from returning to their civil service positions more than one year later. Passed by both houses and submitted for approval by the governor. If approved, this will affect the OLA executive director who is on leave from his permanent position at the Executive Office on Aging.

**7. Report of the Ad Hoc Committee on the OLA Retreat**

- The committee met and discussed details of the retreat. It will be from 9:00 a.m. to 2:00 p.m. and will be held on August 11 or 13. Site still to be determined. To save time, presentation on OLA will be sent to council members ahead of time. There will be two break out sessions: one to discuss how the law can be improved, and the other to look at how the office can be made more effective. Will look for lunch sponsor and facilitators (2). OLA to request travel funds for neighbor island members.

**8. Planning for the 3<sup>rd</sup> Annual Hawaii Conference on Language Access**

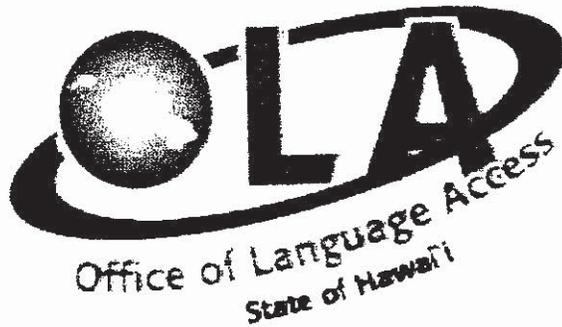
- The conference topic will be Emergency Preparedness and the LEP Population in Hawaii. OLA will be working with the Office of Civil Defense. Will also involve the police, interpreters, Red Cross, etc. A sub-committee was formed composed of Jennifer Dotson as chair, with Alohalani Boido, Suzanne Zeng, Dominic Inocelda, Canisius Filibert, Gerald Ohta, Dr. Myaing, and Jun Colmenares as members. OLA will meet with Marsha Tamura of OCD first to discuss arrangements.

**9. Announcements**

- Chair Inocelda announced that the next IAC meeting will be on Wednesday, May 19 at Susannah Wesley Community Center.
- Filibert Canisius informed the body that Edelene Uriarte is the new president of the Micronesian Community Network.
- Sue Zeng announced that Catholic Charities-Kona will be holding language access training on May 14, 2010.
- Alohalani Boido informed the group that the full time court interpreter coordinator will be gone by June 2010 and will be replaced by a bailiff..
- 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 11:00 A.M.



## SAVE the DATE

### 3rd Annual Hawaii Conference on Language Access

*Emergency Preparedness & the LEP Population in Hawaii*

Thursday, August 26, 2010

8:00 a.m. to 4:00 p.m.

Venue TBA

#### Conference Description

This conference brings together participants, speakers and panelists throughout the State of Hawaii and the U.S. mainland to learn and share knowledge on the practical application of language access plans, policies and best practices. This conference builds on important issues discussed during the previous two conferences.

#### Conference Topics

- Use of Interpreters during Emergencies – Lessons from the Past
- Language Access and Emergency Service Providers
- Media and Language Access during Emergencies

#### Vendors and Non-Profit Exhibit Area is Available

Conference sponsorship opportunities are also available. Please contact us for more information by phone 808-586-8730 or email [dlir.ola@hawaii.gov](mailto:dlir.ola@hawaii.gov).

#### No Registration Fee

Registration is free and required. Please RSVP by July 30, 2010. Attendance is limited to 200 people. Download forms from the OLA website at <http://www.hawaii.gov/labor/ola>

Sponsored by the Office of Language Access (OLA) and Office of Civil Defense, State of Hawaii



**3rd Annual Hawaii Conference on Language Access  
Emergency Preparedness & the LEP Population in Hawaii  
Thursday, August 26, 2010  
8:00 a.m. to 4:00 p.m.**

**REGISTRATION FORM:** Registration is **free** and limited to 200 attendees. This form must be completed and returned to the Office of Language Access by July 30, 2010. **Please print or type.**

**CONTACT INFORMATION**

First Name:		Last Name:	
Organization:			
Mailing Address:	Street Address:		
	City:	State:	Zip:
Business Phone:		Fax:	
Email Address :			

**CATEGORY (Check the appropriate box below)**

<input type="checkbox"/>	State/County Agency	<input type="checkbox"/>	Private Sector/Business
<input type="checkbox"/>	Non-Profit/Community Organization	<input type="checkbox"/>	Interpreter/Translator
<input type="checkbox"/>	Student/Academic	<input type="checkbox"/>	Other (please specify) _____

Signature and date	
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**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 July 30, 2010. Once completed, please return this form to:

**The Office of Language Access  
830 Punchbowl Street, Suite 322  
Honolulu, HI 96813  
Phone: (808)586-8730  
Fax: (808)586-8733  
Email: [dlir.ola@hawaii.gov](mailto:dlir.ola@hawaii.gov)**

**REGISTRATION DEADLINE: July 30, 2010**

**Language Access Advisory Council Meeting**  
**May 12, 2010**  
**Report of the Executive Director**

**Update on Staffing and Budget:**

- One student intern had to leave suddenly – deployed to Afghanistan.
- A third UH senior student will be doing her internship at the office this summer.
- Budget update: conference committee restored and funded two positions in addition to that of executive director.

**Compliance and Monitoring:**

- Still finalizing 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.
- Memo reminding non-federally funded agencies about the July 1, 2010 deadline for submission of revised language access plans was sent out.

**Technical Assistance and Training:**

- On line system for use by state agencies for their submission of plans, reports, documents implemented effective May 2010; memo to be sent out.
- OLA-SMP Project – translation of training documents to Ilokano going on.

**LAAC Membership Updates**

- Jennifer Dotson to continue as LAAC member, participate in LAAC meetings via videoconferencing, and chair the 3<sup>rd</sup> Annual Hawaii Language Access Conference committee.

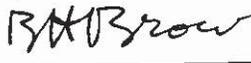
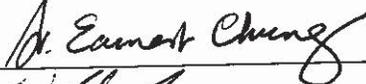
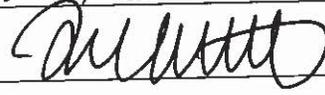
**Operations:**

- Still waiting for CITS report on revision of multilingual poster.
- Followed up OLA's budget status at the legislature.
- Language access conference committee met with OCD's Marsha Tamura on April 28; draft conference outline prepared.
- Request for neighbor island travel for the OLA retreat was not approved.
- Preparing the next issue of the OLA newsletter.

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

ROLL CALL/ ATTENDANCE  
 MAY 12, 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		X
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	✓	
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 <del>Muscular Dystrophy Association</del> (MADD)		
Dr. Tin Myaing Thein Pacific Gateway Center		X
Kristine Pagano, Disability & Communication Access Board		X
Nāmaka Rawlins Aha Punana Leo; UH-Hilo Hawaiian Language Center		X
Mary Santa Maria Maui District Health Office		X
Azi Turturici Kauai Agency on Elderly Affairs	✓	
Dr. Suzanne Zeng UH Center for Interpretation and Translation Services	✓	

