

## LANGUAGE ACCESS ADVISORY COUNCIL

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

Wednesday, October 12, 2011

DLIR Conference Room 320  
830 Punchbowl Street, Honolulu, Hawaii 96813

444 Rice Street, Suite 330  
Lihue, Hawaii 96766

Aging and Disability Resource Center  
1055 Kino-ole St., Suite 101, Hilo, Hawaii 96720

Aha Punana Leo  
96 Puuhonu Place, Hilo, Hawaii 96720

Maui District Health Office, State Office Building  
54 South High Street, Room 415, Wailuku, Hawaii 96703

### 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:*

- |                                 |   |
|---------------------------------|---|
| - Dominic Inocelda              | Language Access Advisory Council, Chair                   |
| - Gerald Ohta                   | Language Access Advisory Council, Vice Chair              |
| - Serafin "Jun" Colmenares      | Executive Director, Office of Language Access, Ex-officio |
| - Namaka Rawlins                | Language Access Advisory Council Member                   |
| - Lito Asuncion                 | Language Access Advisory Council Member                   |
| - Mary Santa Maria              | Language Access Advisory Council Member                   |
| - Melba Bantay                  | Language Access Advisory Council Member                   |
| - Azi Turturici                 | Language Access Advisory Council Member                   |
| - Livia Wang (for Bill Hoshijo) | Executive Director, Civil Rights Commission, Ex-officio   |

##### *Excused:*

- |                                      |   |
|--------------------------------------|---|
| - Dr. Tin Myaing Thein               | Language Access Advisory Council Member |
| - Dr. Ruth Mabanglo                  | Language Access Advisory Council Member |
| - Kristine Pagano (for Francine Wai) | Executive Director, DCAB, Ex-officio    |
| - Edelene Uriarte                    | Language Access Advisory Council Member |

- Betty Brow Language Access Advisory Council Member
- Alohalani Boido Language Access Advisory Council Member
- Jennifer Dotson Language Access Advisory Council Member

**2. Welcome and Introductions**

- None.

**3. Approval of minutes of the September 14, 2011 meeting**

- Minutes were approved as corrected – Betty Brow was listed as both present and excused. She was present. Alohalani Boido should be listed as excused.

**4. Executive Director’s Report**

- OLA was officially informed by the DLIR director that he was not recommending the filling of the two restored and budgeted positions. OLA director sent a letter to the governor informing him of the DLIR director’s decision and urging him to support OLA’s staffing needs.
- Submitted to DLIR a bill transferring OLA to another unnamed agency.
- Met with FDA/OMH director Dr. Michelle Yeboah and public health advisor Theresa Castillo, along with chair Inocelda on September 28, 2011 to discuss Hawaii’s experience with language access.
- Attended IAC meeting on September 28, 2011 and reported on status of OLA.
- Met with deputy AG Frances Lum and council member Melba Bantay on September 29, 2011 for a sunshine law orientation.
- Working with AARP and Sage PLUS on a bilingual outreach project on Medicare to the Filipino community in mid-November.
- Joined the MPI webinars on LEP Workers and Access to Workforce Services (September 21, 2011) and on Language Access and Schools: Federal Requirements and School Experiences (October 6, 2011).
- Met with Adele Ching of Senior Medicare Patrol on October 7, 2011 to discuss and finalize plan for a neighbor island bilingual outreach project to the Filipino community in February next year.
- Finalized OLA Quarterly (Fall 2011 issue) and preparing the OLA 2011 Annual Report.

**5. Report of the Chair**

- The chair reported on the meeting with FDA/OMH. FDA/OMH is planning to establish a national advisory group on language access and OLA might become involved.
- The chair also reported on Alohalani’s suggestions for the holding of a training for interpreters.

**6. Formation of Ad Hoc Committees**

- 5<sup>th</sup> Annual Hawaii Conference on Language Access – it was decided to table the formation of the ad hoc committee until next meeting to allow time to consult with people who might be interested in volunteering.
- 2012 Language Access Month (August) Activities – it was also decided to table this for the same reasons as above.

**7. Multilingual Poster and OLA Flyer**

- Changes have been made to the multilingual poster, except for the Chinese translation. Suggestions were made as to how best to list the languages – by population size, by region, or alphabetical.
- The OLA brochure has been updated; there were suggestions as to how it can be improved in terms of layout.

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

- A bill that would transfer OLA to another department or agency (as part of the administrative package) has been submitted to the DLIR. Other changes proposed include letting county mayors to recommend the county representative to the language access advisory council. The body, especially those from the neighbor islands, suggested that this language be changed and agreed that instead of “to be recommended by” it should be “in consultation with.” This amendment can be made as the bill takes its usual route.

**9. Training/Workshops/Project Proposals**

- The executive director proposed a train-the-trainer project on community interpretation to be conducted by Marjory Bancroft of Cross Cultural Communications (CCC). This will be a 6-day training and will require that attendees would have undergone at least a 40-hour training on community interpretation. This 40-hour training can be done via distance learning. The cost of the 40-hour training will be about \$12,000, while the cost for the train-the-trainer project will be about \$16,000 plus travel of two trainers. It was suggested that an ad hoc committee be formed to plan these projects; Mary Santa Maria volunteered to chair it; this will be formally done at the next meeting.

**10. Announcements**

- IAC Update – no meeting this month.
- Mary Santa Maria informed the group that she has been teaching a class (Introduction to Community and Health Interpreting) at the UH-Maui Community College. The class will again be offered during the spring semester.
- A FACE summit on immigrants will be held at the University of Hawaii on November 5, 2011.
- Next council meeting: November 9, 2011, 9:30 – 11:00 a.m., same time and place.

**11. Adjournment**

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

**Language Access Advisory Council Meeting  
October 13, 2010  
Report of the Executive Director**

**Updates on Operations:**

- **Successfully held the 3<sup>rd</sup> Annual Hawaii Conference on Language Access on August 26, 2010 at the East-West Center; evaluation results has been tabulated and distributed; copies of PowerPoint presentations to be posted on OLA website. Much mahalo to the conference committee, members of the advisory council and other volunteers for their assistance.**

<b>Financial report (tentative):</b>	<b>Total income –</b>	<b>\$ 5,550.00</b>
	<b>Total expenditures –</b>	<b>6,168.59</b>
	<b>OLA's share –</b>	<b>618.59</b>

- **Successfully conducted the 2<sup>nd</sup> OLA Retreat; notes/results of the retreat have been sent out; preparing legislative measures. Mahalo to our facilitator, Pamela Martin, and all those who rendered help.**
- **Training workshops on (1) working with interpreters, and (2) the role of bilingual staff have been scheduled on the neighbor islands. The free trainings will be for state, county, and non-profit agencies. Dr. Suzanne Zeng and Dew Kaneshiro will be conducting the training. Flyers/notices have been sent out.**

**The training schedule is as follows:**

1. **Maui – November 12, 2010**
  2. **Kauai – November 22, 2010**
  3. **Hilo – December 1, 2010**
  4. **Kona – December 2, 2010**
- **The Fall 2010 issue (no. 11) of the OLA Newsletter is out.**
  - **Started preparing OLA's annual (2010) report to the Governor and the Legislature.**
  - **MOA between OLA/DLIR and EOA/DOH for the 2-year (2010-2012) SMP project is being reviewed by the AG's office. Ilokano translation of SMP training materials is being finalized by UH Ilokano Program.**
  - **Waiting for Ilokano and Tagalog translations of OLA website from UH.**
  - **Executive Director's appointment expires on December 6, 2010 and he will return to his old position at the Executive Office on Aging, Department of Health unless he is reappointed.**