

**LANGUAGE ACCESS ADVISORY COUNCIL (LAAC) MEETING MINUTES**

OPPPD Conference Room 119, Kinau Hale, Department of Health  
1250 Punchbowl Street, Honolulu, Hawai`i, 96813

Agency on Elderly Affairs, Piikoi Building, Suite 330  
4444 Rice Street, Lihue, Hawai`i, 96766

Maui District Health Office, State Office Building  
54 South High Street, Room 415, Wailuku, Hawai`i 96703

746 Hele Mauna Street, Hilo, Hawai`i, 96720

December 10, 2014  
9:30 a.m. – 11:00 a.m.

PRESENT: Dominic Inocelda, Chair; Gerald Ohta, Vice-chair; Serafin “Jun” Colmenares, Ex-officio; Lito Asuncion; Melba Bantay; Mindy Emmons; Patricia Harpstrite; Margarita “Day Day” Hopkins; Terrina Wong; Rebeca Zamora

EXCUSED: Livia Wang for Bill Hoshijo Ex-officio; Kristine Pagano for Francine Wai, Ex-officio; Jennifer Dotson; Dr. Ruth Mabanglo; Mary Santa Maria

STAFF/GUESTS: Rebecca Gardner (OLA); Gail McGarvey (OLA); Dan Purcell; Yoho Toyama

<b>AGENDA ITEM</b>	<b>DISCUSSION</b>
1. Call to order	The meeting was called to order at 9:42 a.m. with quorum by the Chair, Dominic Inocelda.
2. Welcome and Introductions	<ul style="list-style-type: none"><li>The Chair welcomed all present and those participating by video-conferencing. Introductions were made for the two guests who were present, Dan Purcell and Yoho Toyama, respectively.</li></ul>
3. Approval of Minutes of November 12, 2014 Meeting	<ul style="list-style-type: none"><li>The Chair asked if there were any corrections to the meeting minutes.</li><li>The motion was carried unanimously to accept meeting minutes of November 12, 2014.</li></ul>
4. Executive Director’s	Executive Director, Jun Colmenares presented his report for December, copies were distributed

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Report	<p>and an update was given to the council. Some highlights were as follows:</p> <ul style="list-style-type: none"> <li>• The Executive Director's (ED) appointment has been extended till December 31, 2014, during the transition period of the new administration.</li> <li>• The application questionnaire for the roster of interpreters/translators is ready for one more test run before it is finalized and rolled out to the public early next year.</li> <li>• The 40-hour Bridging the Gap (BTG) training for medical interpreters ended on November 22, 2014. The workshop on court interpretation with Holly Mikkelson was successfully held on December 5-6, 2014 at the UH Campus Center Ballroom. There were about a hundred in attendance. OLA is still looking for a venue for the workshop on translation of vial documents that will be held on January 22-23, 2014 with Kleber Palma.</li> <li>• OLA has finalized three draft legislative proposals: the extension of the LARC (Language Access Resource Center) program for another two years; the restoration of three lost OLA positions; and state certification for medical interpreters; and will be submitting them for sponsorship by Senator Chun-Oakland and Representative Aquino. The OLA and LARC positions are included in the DOH biennial budget request.</li> <li>• ED submitted OLA's budget variance report; OLA's annual report to the governor and legislature, and the budget narrative.</li> <li>• OLA and interested state language access coordinators met with the State Procurement Office (SPO) on November 24, 2014 to continue discussions on having a single statewide contract for translation services. Department of Human Services (DHS) will take the lead and prepare a draft Request for Information (RFI) for the next meeting.</li> <li>• At the DOH (Departmental Executive Committee (DEC) on November 25, 2014 it was announced that Director Linda Rosen is leaving DOH to be the CEO of Hawaii Health Systems Corporation. Keith Yamamoto will be acting director during the transition period.</li> <li>• The ED attended the Inter Agency Council (IAC) meeting on November 26, 2014 at Susannah Wesley Community Center. Representatives from DHS gave a presentation and answered questions regarding the insurance needs of and application challenges faced by immigrants.</li> <li>• ED attended the American Public Health Association (APHA) Conference in New Orleans on November 15-20, 2014. He attended the opening and closing plenary sessions, business meeting and the 40<sup>th</sup> anniversary celebration of the Asian American &amp; Pacific Islander Public Caucus of which he is a member. He also attended the panel on lessons learned after Katrina and asked them what preparations they are doing to address the language needs of the LEP population in New Orleans. He was also able to meet several persons who could be speakers at our next language access conference.</li> </ul>

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5. Report of the Chair	<ul style="list-style-type: none"> <li>No report of the chair but he brought up the possibility of a motion to have council write a letter of support for Jun Colmenares to continue as ED.</li> </ul>
Motion for written letter of support of ED	<ul style="list-style-type: none"> <li>A motion was made by Gerald Ohta for the council to write a letter in support of Jun Colmenares' continuation as ED for OLA.</li> <li>Motion was seconded by Melba Bantay. Motion was carried unanimously.</li> </ul>
6. Reports of Standing and Ad Hoc Committees	<ul style="list-style-type: none"> <li>The chair noted that Gerald Ohta had to leave the meeting room for a one minute phone call at 9:56, 9:57, and 9:59 a.m.</li> </ul>
Legislative Committee	<ul style="list-style-type: none"> <li>No meeting.</li> </ul>
Permitted Interaction Group 2015 Legislative Session	<ul style="list-style-type: none"> <li>Becky Gardner reported that the committee met twice (Dominic Inocelda, Gerald Ohta, Jun Colmenares, Terrina Wong) discussing the health care interpreter bill based on the state of Oregon's bill. The state would be involved in testing; a board of certification would be created and they would decide on the kind of testing and adopt rules. The board would be made up of very diverse positions.</li> <li>LARC positions bill discussed; OLA restored positions bill discussed; Dominic Inocelda thought the council may have to request testimony for these bills.</li> </ul>
Special Projects Committee	<ul style="list-style-type: none"> <li>No meeting.</li> </ul>
Plans Review Committee	<ul style="list-style-type: none"> <li>No meeting.</li> </ul>
By-Laws Committee	<ul style="list-style-type: none"> <li>No meeting.</li> </ul>
Permitted Interaction Group - Annual Hawaii Conference on Language Access 2015	<ul style="list-style-type: none"> <li>Jun Colmenares said OLA should start thinking about a theme for the next conference, possible suggestion language access issues among Pacific Islanders.</li> <li>Also, need to find a new conference chair person.</li> </ul>
Permitted Interaction Group - Language Access Month	<ul style="list-style-type: none"> <li>(It was agreed by the council that this item would be taken off the agenda at November's meeting.)</li> </ul>
Permitted Interaction Group – Roster of Interpreters/Translators	<ul style="list-style-type: none"> <li>The latest development is to have interpreters participate in testing online the application; deadline to respond is 12/12/14; Abhishek Duggal will make a report to OLA next week after he compiles the data.</li> </ul>
	<ul style="list-style-type: none"> <li>Terrina Wong, council member joined the meeting at 10:15 a.m.</li> </ul>
7. Other Upcoming Events	<ul style="list-style-type: none"> <li>None</li> </ul>
8. Agenda Items for Next	<ul style="list-style-type: none"> <li>None mentioned.</li> </ul>

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Meeting	
9. Announcements	<ul style="list-style-type: none"> <li>• There was discussion that OLA still did not have a venue booked for the next workshop in January 2015 with Kleber Palma. They are looking for a location that would accommodate about 100 participants. There are several rooms available but not ideal for capacity or room set up. The workshop is free and more for state government agencies.</li> <li>• IAC is not meeting in December but will meet in January 2015.</li> <li>• Dr. Ruth Mabanglo informed ED she will be out for a few months from council meetings as she is in the Philippines – absence status is excused.</li> <li>• There are still vacancies on the LAAC council as no appointment had been made by the outgoing governor. The council will have to wait for the new governor to make an appointment.</li> <li>• Next Language Access Advisory Council meeting to be held on Wednesday, January 14, 2015 @ 9:30 AM to 11:00 AM, location to be announced.</li> </ul>
10. Adjournment	Chair, Dominic Inocelda adjourned the meeting at 10:18 a.m.

Submitted by Gail McGarvey