

LANGUAGE ACCESS ADVISORY COUNCIL (LAAC) MEETING MINUTES
Director's Conference Room 320, Department of Labor and Industrial Relations
830 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, Hawaii 96703

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

April 09, 2014
9:30 a.m. – 11:00 a.m.

PRESENT: Dominic Inocelda, Chair; Gerald Ohta, Vice-chair; Serafin “Jun” Colmenares, Ex-officio; Livia Wang for Bill Hoshijo, Ex-officio; Kristine Pagano for Francine Wai, Ex-officio; Lito Asuncion; Melba Bantay; Jennifer Dotson; Mindy Emmons; Patricia Harpstrite; Margarita “Day Day” Hopkins; Mary Santa Maria; Rebeca Zamora

EXCUSED: Dr. Ruth Mabanglo; Dr. Tin Myaing Thein; Edelene Uriarte Albert

GUESTS & STAFF: Aimee Hsia, ASL Interpreter; Lindsey Piersall, ASL Interpreter; Rebecca Gardner (OLA); Gail McGarvey (OLA)

AGENDA ITEM	DISCUSSION
1. Call to order	The meeting was called to order at 9:40 a.m. with quorum by the Chair, Dominic Inocelda.
2. Welcome and Introductions	The Chair welcomed all present and those participating by video conferencing.
3. Approval of Minutes of March 12, 2014 Meeting	<ul style="list-style-type: none">• The Chair asked if there were any corrections to the meeting minutes. There were none.• Minutes of March 12, 2014 were accepted.
4. Executive Director's Report	Executive Director, Jun Colmenares presented his report for April, copies were distributed and an update was given to the council. Some highlights were as follows:

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	<ul style="list-style-type: none"> • HB1740 HD1 passed the Senate Human Services Committee and the Senate Ways and Means Committee. It is expected to go to conference. • HB1749 HD1 was not heard by committee and is considered dead. • This bill is asking for additional appropriations for the Language Access Resource Center (LARC) and the multilingual website pilot project, \$300,000 and \$150,000 respectively for fiscal years 2014-2015. • Still pending approval from Budget & Finance memo request to establish and fill LARC positions. Once approved the positions must be established and approved by Department of Human Resources Development (DHRD) before anyone can be hired. • The Bridging the Gap (BTG) licensing agreement between The Cross Cultural Health Care Program (CCHCP) and OLA has been signed. Mary Santa Maria, trainer for the BTG training recently held at UH Maui Community College reported that there were 17 participants and 16 passed. Some of the languages represented were Spanish, Marshallese, Chinese, Thai, French, Russian, Tagalog and Ilocano. Most of the students were interpreters or translators and some of the students were those who worked with interpreters. The training materials used from BTG, was very adaptable to use for a local audience. OLA said they plan to take the training to the Neighbor Islands. • A memo for a Summary of Services, Programs and Activities was sent to all state agencies requesting departments to submit what they offer; this will be translated and posted on our website as part of the multilingual website project. This summary is just for the department and does not include the divisions or branches. • In response to Kristine Pagano’s question about how the website will be designed, OLA will be putting out a Request for Proposal (RFP) for the pilot website to do a study first. • OLA received approval from the Mayor’s office that the City and County of Honolulu will co-sponsor our conference in August at the Neal Blaisdell Center. • There will also be a RFP to develop a roster of interpreters in Hawaii. Discussion followed about how the roster would be created, how would it be different from other lists already created, and questions about conflict of interest for those working on the list. Executive Director informed the council that the criteria for the RFP specifications was still being worked on. • OLA is looking into bringing Bruce Adelman to Honolulu to conduct workshops or trainings to agencies on federal language access compliance. This will be sometime in September or October of this year. • Executive Director had attended the Community Roundtable Discussion sponsored by the AAPI (Asian Americans and Pacific Islanders) White House Initiative April 8, 2014 at the East-West

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	<p>Center which was well attended by state and federal agencies.</p> <ul style="list-style-type: none"> • Office of Community Services (OCS) is working on a handbook for new immigrants and Jun Colmenares has been asked to be on its review panel. • Update on the FACE lawsuit against Hawaii DOT, re written driver license tests, the US Department of Justice (USDOJ) supports the lawsuit.
5. Report of the Chair	Chair, Dominic Inocelda had no reports.
6. Reports of Standing and Ad Hoc Committees	
Legislative Committee	Already covered in the Executive Director's report.
Special Projects Committee	No report.
Plans Review Committee	No report.
By-Laws Committee	No report.
Permitted Interaction Group - Annual Hawaii Conference on Language Access	<p>Jennifer Dotson reported that the Permitted Interaction Group (PIG) Conference Planning Committee met this morning before the LAAC council meeting and gave an overview of what was discussed.</p> <ul style="list-style-type: none"> • City & County of Honolulu official co-sponsor for the annual conference, no cost for venue, chairs, tables. • Must use Sodexo to cater food and refreshments for the conference. • Looking for sponsors to help with the food and refreshment expenses, about \$2,000.00 per sponsor to start. • Exhibitor fees, \$100 for a table, free for non-profits. We will be able to use the atrium area for the exhibitor tables, there is room for about 12 – 15 tables. The council was asked if there were any interested in being exhibitors. Responses: PREL, HIAN, Catholic Charities and Pacific Gateway. • Still looking for space to hold the all day workshop on August 8, 2014. • There was some discussion about names for keynote speakers. • Also suggestions for evening dinner and reception were discussed, looking for the best

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	<p>venue, with parking easily available. About 50 people will be invited to attend.</p> <ul style="list-style-type: none"> • Suggestion was made by the council to present an award during the lunch break for day two. More discussion and ideas at the next PIG meeting. • PIG wanted to add images to the flyer that would reflect the theme of culture. Gail McGarvey will work on adding appropriate images.
Permitted Interaction Group - Language Access Month	No meeting.
7. Other Upcoming Events	
8. Agenda Items for Next Meeting	<ul style="list-style-type: none"> • RFPs for Interpreter list and pilot website project. • Future planning for OLA office. What is the future for OLA? It's vision?(asked by Kristine Pagano)
9. Announcements	<ul style="list-style-type: none"> • Next Inter-Agency Council (IAC) meeting will be held on Wednesday, April 23, 2014 at 2:30 PM at Susannah Wesley Community Center. • The Executive Director, Jun, will be on vacation from May 21 to June 09, 2014. • Gerald Ohta and Jun Colmenares are invited to be speakers/panelists at the Cross Cultural Healthcare Conference 2015. • Next Language Access Advisory Council meeting to be held on Wednesday, May 14, 2014 @ 9:30 AM to 11:00 AM, same location.
10. Adjournment	Chair, Dominic Inocelda adjourned the meeting at 10:54 AM

Submitted by Gail McGarvey