

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

June 12, 2014
9:30 a.m. – 11:00 a.m.

PRESENT: Dominic Inocelda, Chair; Serafin “Jun” Colmenares, Ex-officio; Livia Wang for Bill Hoshijo, Ex-officio; Lito Asuncion; Jennifer Li Dotson; Mindy Emmons; Patricia Harpstrite; Margarita “Day Day” Hopkins; Dr. Tin Myaing Thein; Mary Santa Maria; Rebeca Zamora

EXCUSED: Gerald Ohta, Vice-chair; Kristine Pagano for Francine Wai, Ex-officio; Melba Bantay; Dr. Ruth Mabanglo; Edelene Uriarte Albert

GUESTS & STAFF: Andrew Rouse; Jade Dotson; Rebecca Gardner (OLA); Gail McGarvey (OLA)

ASL Interpreters:

AGENDA ITEM	DISCUSSION
1. Call to order	The meeting was called to order at 9:37 a.m. with quorum by the Chair, Dominic Inocelda.
2. Welcome and Introductions	The Chair welcomed all present and those participating by video conferencing. Introductions were made as there were two guests present, Andrew Rouse, graduate student at UH Center for Interpretation and Translation Studies (CITS) and Jade Dotson, (Jennifer Dotson's daughter).
3. Approval of Minutes of May 14, 2014 Meeting	<ul style="list-style-type: none">• The Chair asked if there were any corrections to the meeting minutes.• Motion to accept the minutes was made by Dr. Myaing and seconded by Rebeca Zamora.• Minutes of May 14, 2014 were accepted.

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<p>4. Executive Director's Report</p>	<p>Executive Director, Jun Colmenares presented his report for June, copies were distributed and an update was given to the council. Some highlights were as follows:</p> <ul style="list-style-type: none"> • The request to establish and fill exempt Language Access Resource Center (LARC) and multilingual website positions has been approved by B&F and the Governor. HRO is in the process of establishing the positions within DOH. OLA is accepting resumes for LARC program manager, LARC program specialist, and LARC program specialist website positions. • Memorandum of Agreement (MOA) with Connecting the Dots, LLC is being finalized for two projects: establishment of a statewide roster of interpreters in Hawai'i, and development and establishment of a multilingual website. • MOA with University of Hawai'i Conference and Event Services is being finalized for holding five workshops on interpretation, translation, training for police, training for judges, and training for Department of Education (DOE) in Honolulu. The workshops will be spread out from November 2014 to April 2015. • OLA exempt staff positions (legal analyst and secretary) being processed to extend to December 31, 2014. • Conversion of OLA exempt staff positions to civil service positions approved by Department of Human Resources Development (DHRD); currently being reviewed by DOH HRO. • Still waiting for other State agencies to submit their summary of programs, services and activities which will be posted (and translated) on OLA's website. The deadline had been extended to the end of May. • The Language Access Conference PIG met early this morning to further discuss planning. Registration has started, exhibitors spots are filled, and some speaker spots still need to be filled. • OLA is bringing Bruce Adelson to Honolulu to conduct a three-day workshop on federal language access compliance in October 2014. • Becky Gardner gave a presentation on language access at the UH William S. Richardson School of Law forum on immigrants on June 5, 2014. • Becky Gardner will be on vacation from June 6 to June 15, 2014.
<p>5. Report of the Chair</p>	<p>Chair, Dominic Inocelda updated the council on the terms expiring on 6/30/14. There will be two new vacancies with Dr. Myaing Thein and Edelene Uriarte Albert leaving the council. The Chair asked if there were any names to be recommended.</p> <ul style="list-style-type: none"> • Dr. Myaing may have the name of someone from her halau who might be able to represent a

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	<p>Hawaiian language advocacy organization for the other long standing vacancy on the council.</p> <ul style="list-style-type: none"> Someone suggested Barbara Tom as a candidate who could represent the LEP Micronesian group.
6. Reports of Standing and Ad Hoc Committees	
Legislative Committee	No 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>The chair, Jennifer Dotson updated the council on the Permitted Interaction Group (PIG) Conference Planning Committee which met this morning before the LAAC council meeting.</p> <ul style="list-style-type: none"> There are 15 exhibitors who have signed up. The registration form is finished, working on setting up online registration with Eventbrite. Still looking for speakers. Will try to contact the attorney who handled the first language access case in Hawai'i as a luncheon speaker on day 2. Jennifer Dotson will help on getting a dinner speaker. Decided to raise the attendance to 300, want to show growth in conference attendance. Encouraged the council to get the word out to everyone about the conference.
Permitted Interaction Group - Language Access Month	No report but OLA is working on getting KNDI radio station to do public service announcements, translated into 14 languages, during the month of August which is Language Access month.
Motion to Add an Item to the Agenda	<ul style="list-style-type: none"> Motion was made to add an item to the agenda regarding a roster of interpreters subcommittee. Motion carried by the council to add item to agenda,
Motion to form a Permitted Interaction Group for Roster of Interpreters	<ul style="list-style-type: none"> Motion to form a PIG committee to develop the criteria for the roster of interpreters per ACT 217. Dr. Myaing made a friendly amendment, to have service providers input be part of the committee. Jun Colmenares said that it would be up to the committee to decide if they would

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Motion Passed Unanimously	<p>want to include the service providers.</p> <ul style="list-style-type: none"> • The PIG committee can have outsiders give input. The function of the PIG would include obtaining input from language service providers. • Motion to create the PIG group was passed unanimously. • The following council members volunteered to be on this committee: Rebeca Zamora, Patricia Harpstrite, Mindy Emmons, Mary Santa Maria, Dominic Inocelda and Jun Colmenares.
7. Other Upcoming Events	<ul style="list-style-type: none"> • Mary Santa Maria announced that the Public Health Emergency Preparedness Program has received grant money to do an emergency preparedness outreach to targeted high risk communities. They will hire bilingual people to go into identified language communities. They will do training with leaders and members of communities on how to prepare emergency kits, etc. in the event of a disaster. Leaders will be trained in English, they in turn will train the community in their language.
8. Agenda Items for Next Meeting	<ul style="list-style-type: none"> • None
9. Announcements	<ul style="list-style-type: none"> • Andrew Rouse, a graduate student with the UH CITS said he is doing a survey of language interpreters in Hawai'i as part of his master thesis. It is a needs analysis study and he is trying to reach as many interpreters as possible. Patricia Harpstrite said that HIAN can offer him some assistance on his project and invited him to their next meeting. • Chair Inocelda announced that this was Dr. Myaing's last meeting as a council member and he thanked her for her service and participation on the council for the past two terms. • Next Inter-Agency Council (IAC) meeting will be held on Wednesday, June 25, 2014 at 2:30 PM at Susannah Wesley Community Center. • Next Language Access Advisory Council meeting to be held on Wednesday, July 09, 2014. Time: 9:30 AM to 11:00 AM, at the same location.
10. Adjournment	Chair, Dominic Inocelda adjourned the meeting at 10:35 AM

Submitted by Gail McGarvey