

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, Hawai`i 967036

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

July 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; Dr. Ruth Mabanglo; Mary Santa Maria; Rebeca Zamora

EXCUSED: None

STAFF/Others: Rebecca Gardner (OLA); Gail McGarvey (OLA); ASL Interpreters Kim Duncan and Heather Benjamin

AGENDA ITEM	DISCUSSION
1. Call to order	The meeting was called to order at 9:45 a.m. with quorum by the Chair, Dominic Inocelda.
2. Welcome and Introductions	The Chair welcomed all present and those participating by video conferencing. There were no visitors present.
3. Approval of Minutes of June 12, 2014 Meeting	<ul style="list-style-type: none">• The Chair asked if there were any corrections to the meeting minutes.• Melba Bantay made the motion to accept the meeting minutes of June 12, 2014. Ruth Mabanglo seconded, the motion was carried unanimously.• Minutes of June 12, 2014 were accepted.

AGENDA ITEM	DISCUSSION
4. Executive Director's Report	<p>Executive Director, Jun Colmenares presented his report for July, copies were distributed and an update was given to the council. Some highlights were as follows:</p> <ul style="list-style-type: none"> • The first quarter funds were released with 10% less from the budget. • The governor's office announced that 2014 funds were not being released until January 2015 which would mean a six month delay for hiring the Language Access Resource Center (LARC) positions. • Jun Colmenares said he will send an appeal letter to the governor requesting for approval to release the funds right away in order to hire LARC positions as soon as possible. • Jun Colmenares made a motion for the Language Access Advisory Council (LAAC) to write a letter to the governor to support OLA's request, to be signed by the chair on behalf of the council members. • Pat Harpstrite seconded, the motion was unanimously carried. • MOAs with Connecting the Dots, LLC have been signed for two projects: establishment of a statewide roster of interpreters/translators by December of this year and the establishment of a multilingual website by June 2015. • MOA with UH Conference and Event Services has been signed for five workshops on interpretation, translation, training for police, training for judges, and training for Department of Education (DOE) in Honolulu. Purchase order has been approved and encumbered. • Kristine Pagano wanted to know what will the training be about. When Disability and Communication Access Board (DCAB) had training for people with disabilities there were some issues with Honolulu Police Department (HPD). DCAB met with some resistance for trainings with HPD. • Department of Human Resources approved the conversion of OLA staff exempt positions to civil service positions; Position Descriptions are now being reviewed by Department of Health Human Resources Office. • The Roster of Interpreters/Translators PIG met on July 3, 2014 to look at preliminary listing of qualifications/credentials. Pat Harpstrite, Mindy Emmons, and Rebeca Zamora were present. Mary Santa Maria, Dominic Inocelda and Gerald Ohta said they would like to participate on the PIG. Kristine Pagano brought a sample form of DCAB's roster of interpreters to show the council. • OLA is bringing Bruce Adelson to conduct a three-day workshop on federal language access compliance in October 2014. All agencies are invited to participate but Gerald Ohta says hospitals and clinics will be interested in the National CLAS Standards. There will be one day for health topics and one day for language access plans. Hope other departments will help to

AGENDA ITEM	DISCUSSION
	<p>co-sponsor.</p> <ul style="list-style-type: none"> • OLA is trying to find out if there is interest on Oahu for holding a 40 hour Bridging the Gap training for medical interpreters sometime this year. Mindy Emmons says she has 14 persons who are interested. Jun spoke to Barbara Tom and she said she has people who are interested. Mary Santa Maria will be conducting the training says it will take two days due to the amount of material to be presented. The textbook costs \$135. Jun Colmenares said OLA may charge a small fee for the training and to charge for the textbook. • Executive Director and Gerald Ohta attended a meeting of the Hawaii Language Roadmap Initiative at UH on June 23, 2014. The committee is interested in looking at OLA's reporting tool. Dina Yoshimi, Director, has been invited as a luncheon speaker at the OLA conference. She will give an update. • There was a meeting with Office on Equality and Access to the Courts (OEAC) to discuss training for judges and court administrators. Kristine Pagano asked what is the training for? She said that the Judiciary has a policy and procedures for contacting and hiring interpreters. Per Jun Colmenares there will be further meetings with OEAC to determine what type of training is needed.
5. Report of the Chair	<ul style="list-style-type: none"> • Chair, Dominic Inocelda had no updates or reports. The Chair reminded council members to please state your name when speaking so the neighbor island listeners can identify who is speaking.
6. Reports of Standing and Ad Hoc Committees	
Legislative Committee	<ul style="list-style-type: none"> • No report.
Special Projects Committee	<ul style="list-style-type: none"> • No report.
Plans Review Committee	<ul style="list-style-type: none"> • No report.
By-Laws Committee	<ul style="list-style-type: none"> • No report.
Permitted Interaction Group	<ul style="list-style-type: none"> • Jennifer Dotson, conference chair, reported that the Permitted Interaction Group (PIG)

AGENDA ITEM	DISCUSSION
<p>- Annual Hawaii Conference on Language Access</p>	<p>Conference Planning Committee met this morning at 8:30 a.m. before the LAAC council meeting. She gave updates on conference program, speakers, reception dinner, exhibitors and registration.</p> <ul style="list-style-type: none"> • Asked for volunteers to sign up for various duties from working at the registration tables, room volunteers and refreshment monitors. • Volunteers needed for Monday, August 4th to help with conference packets and name badges. • A final conference meeting will be Wednesday July 23, 2014. • An all day workshop will be held on August 8, 2014, focusing on cultural competency training by Ms. Ira SenGupta, our keynote speaker from the Cross Cultural Health Care Program (CCHCP) at the William S. Richardson Law School, UH campus. The workshop is for everyone, all sectors, health, human services, legal, and will cover affordable care act and federal mandates. Parking is on you own. There are 206 registered attendees.
<p>Permitted Interaction Group - Language Access Month</p>	<ul style="list-style-type: none"> • No meeting to report. Public service announcement, “Know Your Rights” has been submitted to KNDI radio station for translations in preparation for August airing. There was discussion regarding the complaint process that OLA has in place. It is confidential. OLA’s complaint process is within the provisions of language services. You have a legal right as a limited English proficient (LEP) person to an interpreter, free. Kristine wanted to know how this is different from filing a complaint with Hawaii Civil Rights Commission (HCRC). Jun Colmenares explained that HCRC is for discrimination, i.e. ancestry, housing.
<p>7. Other Upcoming Events</p>	<ul style="list-style-type: none"> • There was some discussion about the three vacant council positions, Hawaiian language advocacy group, LEP community representative and a language access referral organization. Dr. Iokepa-Guerrero, an invited conference speaker said she is interested to represent a Hawaiian language advocacy group. Barbara Tom was contacted for name referrals for an LEP community representative and Terrina Wong, from Pacific Gateway, was appointed to represent the language access referral organization. • Mary Santa Maria said on Maui the Disaster Preparedness Project hired seven interpreters for a model pilot project for the state who have been trained to begin outreach to high risk communities. Languages, per Gerald Ohta, selected are Hawaiian, Spanish, Tagalog, Ilokano, Mandarin, Marshallese and ASL.
<p>8. Agenda Items for Next Meeting</p>	<ul style="list-style-type: none"> • None
<p>9. Announcements</p>	<ul style="list-style-type: none"> • The Inter-Agency Council (IAC) is not meeting for July.

AGENDA ITEM	DISCUSSION
	<ul style="list-style-type: none"> • There will be no LAAC meeting in August. • Next Language Access Advisory Council meeting to be held on Wednesday, September 10, 2014 @ 9:30 AM to 11:00 AM, same location.
10. Adjournment	Chair, Dominic Inocelda adjourned the meeting at 10:55 a.m.

Submitted by Gail McGarvey