

LANGUAGE ACCESS ADVISORY COUNCIL (LAAC) MEETING MINUTES

Department of Labor and Industrial Relations
Director's Conference Room 320
830 Punchbowl Street, Honolulu, Hawai'i, 96813

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

Wednesday, December 09, 2015
3:00 p.m. – 4:30 p.m.

PRESENT: Dominic Inocelda, Chair; Gerald Ohta, Vice-Chair; Helena Manzano, Ex-officio; Sharon Ferguson-Quick for Bill Hoshijo, Ex-officio; Kristine Pagano for Francine Wai, Ex-officio; Lito Asuncion; Patricia Harpstrite; Terrina Wong, Mary Santa Maria; Tina Takashy; Rebeca Zamora

EXCUSED: Melba Bantay

STAFF/GUESTS: AP Bamrungruan, DHS; Belinda Fagin, Child & Family Services; Linda Nuland, EEO, Kauai; Brandon Hill; Rebecca Gardner (OLA); Gail McGarvey (OLA)

AGENDA ITEM	DISCUSSION
1. Call to Order	The meeting was called to order at 3:05 PM with quorum by the Chair, Dominic Inocelda.
2. Welcome and Introductions	The Chair welcomed all present, those participating by video/tele-conferencing and guests. The Council and Staff introduced themselves. Today's guests were AP Bamrungruan, LEP Project, Department of Human Services, Belinda Fagin of Child & Family Services, Linda Nuland, Equal Employment Opportunity/Americans with Disability Act (EEO/ADA) coordinator for Kauai County; Brandon Hill, National Language Service Corps.
3. Approval of Minutes of October 14, 2015 meeting	The Chair asked if there were any corrections to the minutes. Terrina Wong made the following addition to the minutes for item 7. Items for Discussion, Planning for 2016 Annual Hawaii Conference on Language Access: Terrina Wong will help on the 2016 conference planning committee. Gerald Ohta made the motion to accept the minutes as notably amended, Terrina Wong seconded the motion. Motion was approved by the council.

	<ul style="list-style-type: none"> Kristina Pagano, Dominic Inocelda and Becky Gardner said they would like to be on the committee. There is a meeting scheduled for tomorrow, Thursday, December 10, 2015 @ 10:00 AM for administrative rules.
5. Report of the Chair	<p>The Chair reported that he did an interview with Hawaii Language Roadmap Initiative representing language access.</p> <ul style="list-style-type: none"> He also participated in “Occupation Day” at a public elementary school. He said there were many different languages represented and he told the children to learn English and use their native languages in social work. The children were very excited at this idea. He also told the children that English learners should learn and see different perspectives.
6. Status of Ad Hoc Committees:	<p>Legislative. Already covered in the ED report earlier. Special Projects. No special projects to report. Plans Review. The Chair suggested to involve council members to look at the plans and give feedback.</p> <ul style="list-style-type: none"> Terrina Wong wanted to know what is OLA’s role regarding state agencies and the language access law. ED replied that OLA does not enforce, but they can review and make recommendations to state agencies. OLA’s job is to provide technical assistance to agencies who are making their language access plans (LAP). Not all state agencies have submitted a LAP. Rebeca Zamora asked if we are currently reviewing any state plans. According to Gerald Ohta there have not been any review of agencies for some time. Per Becky Gardner under the LAAC By-laws the council is to be involved in reviewing LAPs. <p>By-laws. No report.</p>
7. Items for Discussion	<p>Roster Soft Launch Update: (Minutes taken over by Becky Gardner)</p> <ul style="list-style-type: none"> Becky explained that the PIG had mostly completed its review of the online platform; PIG/Interpreter members are doing one last review of the application and are providing feedback. Becky suggested that after addressing their comments, we put out a link to the language service providers in our network and ask them to fill out applications to build the database. If we feel comfortable with that, then we can put out a link to agencies, perhaps to the language access coordinators at first, as a test, and tweak if necessary. ED is pushing to publish the roster ASAP and put out a link for applicants by next week; and shortly thereafter, OLA will make the agency link available.

	<p>Planning for 2016 Annual Hawaii Conference on Language Access.</p> <ul style="list-style-type: none"> • ED shared some preliminary details: we have budgeted for two days, we will again partner with UH Conference and Event services. She solicited ideas from LAAC. Looking for Chair, committee members • Becky Gardner said she has an idea percolating but is not quite ready to share. Our theme will determine whether or not we want to bring in mainland speakers. We will tentatively plan to have a PIG Conference Planning meeting on Thursday, 1/14/2016 at noon, to discuss the OLA conference before the next LAAC meeting (Thurs. 1/14/2016 at 2:00 pm). Members named to the PIG Conference Planning are: Terrina Wong, Rebeca Zamora and Belinda Fagin. • Looking for venues • Will it be a one day or two day conference? An extra day would allow for more networking • Will we be inviting speakers from the mainland? • Looking at various dates for the month of August
	<p>Update on LAAC Vacancies.</p> <ul style="list-style-type: none"> • Helena Manzano reviewed the vacancies that still exist, (five) and solicited further applicants. It was noted that Linda Nuland was applying for the Kauai County seat. • We are still seeking applicants for Hawaiian language advocacy organization, bilingual case management worker or individual who is or has been employed by a state-funded immigrant service agency or program, Hawaii County, and a representative of the UH Department of Language and Linguistics.
<p>4:00 pm lost quorum</p>	<p>Three council members had to leave the meeting, before being adjourned the following announcements were made after quorum was lost.</p>
<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"> • Guest, Brandon Hill introduced himself and his organization - National Language Service Corps, a permanent government program whose mission is to maintain a readily available group of on-call language-capable members who provide foreign language support to requesting federal agencies. • Next Inter Agency Council (IAC) meeting will be on Wednesday, December 16, 2015 @ 2:30 PM at Susannah Wesley Community Center, featuring speakers from Goodwill, the Hawaii Coalition for Immigrant Rights and an update of the Connector. • Next LAAC meeting is proposed for Thursday, January 14, 2016 @ 2:00 PM to 3:30 PM, location to be announced.
<p>10. Adjournment</p>	<p>The meeting was adjourned by Chair Inocelda at approximately 4:10 PM.</p>

Respectfully submitted by: Gail McGarvey