

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

Director's Conference Room 320, Department of Labor & Industrial Relations  
850 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

Wednesday, March 4, 2015  
10:00 a.m. – 11:30 a.m.

PRESENT: Dominic Inocelda, Chair; Gerald Ohta, Vice-chair; Ex-officio; Kristine Pagano for Francine Wai, Ex-officio; Lito Asuncion; Mindy Emmons; Patricia Harpstrite; Margarita "Day Day" Hopkins, Dr. Ruth Mabanglo, Mary Santa Maria; Livia Wong for Bill Hoshijo ex-officio, Terrina Wong; Rebeca Zamora

EXCUSED: Melba Bantay; Jennifer Dotson; Helena Manzano

STAFF/GUESTS: Rebecca Gardner (OLA); ASL Interpreters Laura Safranski and Sarah Comerford; Cari Uesugi (Maui Memorial Hospital) and Nancy Leano (Department of Health Kauai) by phone

AGENDA ITEM	DISCUSSION
1. Call to order	The meeting was called to order at 10:10 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, those participating by video-conferencing and guests. The council and staff introduced themselves. The Chair shared that the new OLA Executive Director, Helena Manzano, unfortunately could not be present due to the passing of her father that morning.</li></ul>
3. Approval of Minutes of February 11, 2015 Meeting	<ul style="list-style-type: none"><li>The Chair asked if there were any corrections to the meeting minutes and there were no corrections. The minutes of February 11, 2015, were accepted.</li></ul>

AGENDA ITEM	DISCUSSION
4. Executive Director's Report	<p>Staff, Rebecca Gardner, reported on behalf of new Executive Director, Helena Manzano:</p> <ul style="list-style-type: none"> <li>• The new Executive Director began her new role effective February 24, 2015.</li> <li>• Rebecca wrote a draft of the Executive Director's report which ED did not get an opportunity to approve. This draft included: <ul style="list-style-type: none"> <li>○ OLA updates on 3 bills introduced this legislative session: 1) SB 266 on language access resource center and multilingual website pilot project passed second reading and referred to the Ways and Means Committee; 2) SB 926 on establishing 3 positions in OLA is now with Ways and Means; and 3) SB 904 and interpretation qualification or certification system was also referred to Ways and Means.</li> <li>○ There is general knowledge circulating that funding will not be made available for new programs or expansion of existing programs.</li> <li>○ SB 900 on Seal of Biliteracy – OLA submitted supporting testimony to support intent of the bill that recognizes high school graduates who are bi or multi-lingual. This bill is being currently discussed by members of the Board of Education.</li> <li>○ OLA Workshops – there will be a week of 5 all-day workshops on O'ahu and on the neighbor islands targeting law enforcement personnel and Department of Public Safety. The OLA office did not get definitive headcount numbers, e.g., 10 on O'ahu, 10 on Maui, 18 on Kauai. The Advisory Council members with connections to the neighbor islands indicated they would help disseminate the information to help with enrollment.</li> <li>○ Another workshop specifically for judges is in the offing with Bruce Adelson.</li> <li>○ Envisioned educators' workshop may or may not occur and this will be an ED decision.</li> <li>○ Medical glossaries – there are procurement and copyright issues and it is not likely their availability will occur this fiscal year.</li> <li>○ Funding for LARC and multilingual website is being held by the Governor's office. OLA ED can request release of the funding; however funding ends with the end of the fiscal year on June 30 so this means hiring and employment for new staff would only be for about 3 months. Possible ideas included recoding funding to hire a vendor for the website or transfer funding from salary to operations. OLA is currently working with Connecting the Dots, LLC who can resume work but it may take time for the contract to move forward.</li> <li>○ Annual Conference in August – the venue will be at the Japanese Cultural Center Grand Ballroom on Friday, August 14, 2015. The theme will revolve around</li> </ul> </li> </ul>

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	<p>language access, social justice and the Pacific Islands. The PIG Conference Planning committee met and now has developed good resources and possible presenters.</p> <p>The Chair thanked the OLA staff for their work during the transition.</p>
5. Report of the Chair	<ul style="list-style-type: none"> <li>The Chair reported he met with the new ED and with Gerald Ohta to update her.</li> </ul>
6. Reports of Standing and Ad Hoc Committees	
Legislative Committee	<ul style="list-style-type: none"> <li>Rebecca Gardner reported in the ED report on the status of the bills.</li> </ul>
Permitted Interaction Group 2015 Legislative Session	<ul style="list-style-type: none"> <li>Rebecca Gardner stated that the impetus for this PIG is to discuss how the Advisory Council would testify on bills. The Language Access Advisory Council has been advised that OLA will represent the Advisory Council and this would permit individual council members to testify on their own. Submitting online testimony does not require a letterhead and is a relatively easy process on the capitol.hawaii.gov website.</li> </ul>
Special Projects Committee	<ul style="list-style-type: none"> <li>Rebecca Garner suggested dropping this committee from the agenda but such action needs to be discussed with the new ED.</li> </ul>
Plans Review Committee	<ul style="list-style-type: none"> <li>Placed on hold until discussed with the new ED.</li> </ul>
By-Laws Committee	<ul style="list-style-type: none"> <li>No meeting and status will be discussed with the ED.</li> </ul>
Permitted Interaction Group - Annual Hawaii Conference on Language Access 2015	<ul style="list-style-type: none"> <li>Meeting at 8:30 a.m. – 9:30 a.m. before scheduled LAAC meeting.</li> <li>Japanese Cultural Center has been reserved for Friday, August 14, 2015 and a \$500 deposit was remitted to secure the facility for the entire day; rental fee is waived if OLA utilizes their food and beverage services. Use of break-out rooms will be explored.</li> <li>Time of conference will be 8:30 am – 4:30 pm with registration beginning at 7:30 am.</li> <li>Theme will be language access, social justice and the Pacific Islands.</li> <li>Topics to explore include Pacific Islanders’ issues in health care, law, education, social services, rights and responsibilities; current lawsuits (Department of Transportation and driver’s license and DHS lawsuit, recent human trafficking occurring in the Pacific (Guam, Saipan, Kiribati Islands)</li> <li>Personal stories related to the conference theme will be important and this could include stories from one hearing and one deaf family and to learn about “language access” and social justice issues from the deaf perspective</li> </ul>

AGENDA ITEM	DISCUSSION
	<ul style="list-style-type: none"> <li>• Rebeca Zamora will draft a paragraph summary describing intent and theme of the conference.</li> <li>• Guests from the Pacific Island community will be invited to the next PIG: Terrina will invite Tina Takeshi, currently studying with the East-West Center and active leader in the Micronesian community and Darlene Kutara, Community Relations Specialist from USCIS.</li> </ul>
Permitted Interaction Group – Roster of Interpreters/Translators	This temporarily placed on hold. ED needs to be updated and the projected roll out date has not yet been determined. FAQ's and disclaimers need to be drafted before total roll-out.
7. Other Upcoming Events	<ul style="list-style-type: none"> <li>• None</li> </ul>
8. Agenda Items for Next Meeting	<ul style="list-style-type: none"> <li>• None mentioned.</li> </ul>
9. Announcements	<ul style="list-style-type: none"> <li>• The Chair will send a condolence card to OLA's new ED on behalf of the Advisory Council.</li> <li>• Next IAC meeting will be March 25, 2015 at 2:30 PM at Susannah Wesley</li> <li>• Next Language Access Advisory Council meeting to be held on Wednesday, April 8, 2015 @ 9:30 AM to 11:00 AM, Director's Conference Room 320, DLIR. Gail McGarvey will notify the council and confirm date and time</li> <li>• The Chair will advise the Advisory Council on a luncheon to thank both Jun Colmenares and Ruth Mabanglo for their services. Ruth will be returning to the Philippines. Based upon the availability of Jun and Ruth, the luncheon will tentatively be set immediately following the Advisory Council meeting next month on April 8, 2015.</li> </ul>
10. Adjournment	Chair, Dominic Inocelda adjourned the meeting at 10:45 a.m.

Submitted by Terrina Wong