**PRESENT:** Terrina Wong, Interim-Chair; Aphirak “A.P.” Bamrungruan, Ex-officio; Robin Wurtzel for Bill Hoshijo, Ex-officio; Colin Whited for Francine Wai, Ex-officio; Cristina Arsuaga; Linda Nuland-Ames; Lydia A. Pavon; Cari Uesugi; Jade Wong; Valentina Yarovaya; Suzanne Zeng

**EXCUSED:** Charlotte Huang; Shirl Schumacher

**GUESTS/STAFF:** Laura Safranski, Carie Sarver, ASL interpreters; Becky Gardner (OLA); Gail McGarvey (OLA)

### AGENDA ITEM

<table>
<thead>
<tr>
<th>AGENDA ITEM</th>
<th>DISCUSSION</th>
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<tr>
<td>1. Call to Order</td>
<td>At 12:37 PM the meeting was called to order with quorum by Terrina Wong, Interim-Chair.</td>
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<td>2. Welcome and Introductions</td>
<td>Terrina Wong welcomed council members and asked each person to introduce themselves. Also introduced from Pacific Gateway were: Dr. Myaing Thein, Executive Director of Pacific Gateway Center, former LAAC council member, and Pacific Gateway staff: Carmen Lee, Nick O’Neil, Valerie Lam, and Jordon Abreu. Laura Safranski and Carie Sarver were the two ASL interpreters.</td>
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| 3. Approval of Minutes November 06, 2019. | • Motion was made to approve the meeting minutes. No discussion.  
• Minutes for November 06, 2019 were approved.  
• MOTION CARRIED. |
| 4. OLA Executive Director Report | ED reported on the following:  
**OLA’s move to a new location.** ED announced that OLA’s move to Keoni Ana building will tentatively be in May 2020.  
**OLA new staff positions.** Paperwork for the new staff positions are with HRO for processing background checks. |
| 5. Report of the Interim Chair | Terrina Wong, Interim-Chair, reported on the following:  
  |  | • **OLA Language Access Conference.** It is time to start planning the 2020 language access conference. How many conference planning meetings will be needed, who will be the keynote speaker for this year? Will there be any vendors? There was a brief discussion on venues, comparing previous venues used, the pros and cons. ED will send out evaluation summary from the last conference.  
  |  | • **PIG 2020 Conference Planning.** The council needed to create a Permitted Interaction Group (PIG). There was a motion to create a PIG for the planning of the 2020 language access conference. Moved and seconded. No discussion. Motion carried. The Interim-Chair asked for volunteers. Cari Uesugi, Sue Zeng, Terrina Wong, Valentina Yarovaya, and Robin Wurtzel volunteered of be on the PIG.  
  |  | • **PIG Strategic Planning Retreat.** Cari Uesugi is the chair for this PIG. Once the new OLA staff are onboard in early January 2020 the PIG can go ahead and began planning the retreat.  
  |  | • **IAC Meeting.** Becky Gardner, OLA staff, reported on IAC meeting she attended last November 2019.  
  | 6. Next Meeting TBD | • ED asked if the council wanted to continue to meet every other month on the second Wednesdays @ 9:30 AM to 11:00 AM? The council was okay with starting in February. Tentative date of Wednesday, February 12, 2020 was mentioned. TBD.  
  | 7. Announcements | • Happy holidays to everyone!  
  | 8. Adjournment | The Interim-Chair, Terrina Wong officially adjourned the meeting at 1:31 PM.  
  |  | Respectfully submitted by Gail McGarvey |