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

**ZOOM MEETING**  
Join by phone: 1-(346) 248-779  
Meeting ID: 965 3302 7176  

Wednesday, August 11, 2021  
9:30 AM – 11:00 AM

**PRESENT:** Aphirak “A.P.” Bamrungruan, Ex-officio, Robin Wurtzel for Bill Hoshijo, Ex-officio, Cristina Arsuaga, Tulpe Day, Charlotte Huang, Linda Nuland-Ames, Cari Uesugi, Jade Wong, Terrina Wong, Interim Chair, Valentina Yarovaya,

**EXCUSED:** Lydia A. Pavon, Colin Whited for Kirby Shaw, Disability & Communication Access Board, Ex-officio, Shirl Schumacher

**GUESTS/STAFF:** OLA Staff: Edward Wada, Wei Geng Lum, Gail McGarvey

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<th>AGENDA ITEM</th>
<th>DISCUSSION</th>
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<tr>
<td>1. Call to Order</td>
<td>Terrina Wong, Interim Chair, called the meeting to order at 9:41 AM with quorum.</td>
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<td>2. Welcome and Introductions</td>
<td>The Chair welcomed the council to the Zoom meeting.</td>
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| 3. Approval of Minutes of June 09, 2021 | • Before moving to approve the minutes, Chair asked questions about the DOE summer flyers: How many languages are being translated? And for the language groups not included what happens to those groups? ED responded that DOE translates the flyers into their top 14 languages, for other groups they have the Babel notice available to request information.  
• Motion was made to approve the meeting minutes by Cristina Arsuaga. Seconded by Jade Wong. No discussion.  
• Minutes for June 09, 2021 approved.  
• MOTION CARRIED. |
| 4. OLA Executive Director (ED) Report | ED reported on the following:  
• **State Audit for OLA.** In July, OLA received official notice that they would be audited. ED sees the audit as an opportunity for OLA to be working toward and looking to improve efficiency in addition to meeting state mandates. The audit will take about six months and a final report will be out in December with recommendations. ED said the auditors might contact the council to be interviewed.  
• **Waipahu Safe Haven and OLA Training Collaboration.** In June, OLA and Waipahu Safe Haven held a virtual introduction to interpreter training consisting of two sessions. Sue Zeng was the trainer, approximately 100 persons participated. There was a follow up session the next Friday with Dina Yoshimi, UH Language Roadmap. |
- **UH Language Roadmap language proficiency skills testing.** In a pilot project, OLA and UH Language Roadmap plan to have persons who attend the trainings take a language proficiency test to see what level of skill they are. Participants will be offered this testing free. Participation is limited to the pilot project selection. This will run from August till the end of the year.

- **Next Interpreter Training Session.** The next free training session will be in early September - TBD. OLA is working to increase interpreter capacity by offering sessions that provide pathways to becoming an interpreter.
  - Subsequent training will be open to the public, anyone can attend. It does not have to be taken sequentially. Recordings will be made available to the public.

- **OLA Roster for Interpreters.** Under statute OLA must preserve the quality and proficiency of interpreters and provide the standards and criteria for an individual to be qualified as an interpreter in Hawaii.
  - OLA will look at how the Roster can show the qualifications of interpreters/translators in order for the user to be informed about a person’s qualifications.
  - Looked at Oregon’s and Washington State’s models for interpreter standards, criteria and requirements. Both models assign jobs through those registered in their system. OEAC/Hawaii State Judiciary uses the same requirements for their court interpreters.

### 5. Report of the Chair

Terrina Wong, Chair, said Pacific Gateway Center has been very busy with organizing and planning onsite vaccinations for LEP and immigrant populations.

### 7. Items for Discussion

#### Language Access Work Groups

- **Motion to Create a PIG:** To help OLA build capacity for interpreters/translators, to provide more online training, to explore language access workgroups and to support ED and OLA meet statutory requirements.
  - Motion to create a PIG made by Jade Wong, seconded by Tina Yarovaya.
  - MOTION CARRIED.
  - To begin meeting next week and every two weeks after that as a working group and report back to the council in October.
  - Cristina Arsuaga, Jade Wong, Tina Yarovaya, Charlotte Huang, Tulpe Day, Terrina Wong, Robin Wurtzel (conditional) volunteered to be on the PIG. PIG is also open to non-council members who may want to join.

#### Language Access Online Training

- **Language Access Online Training Video.** A link was sent for LAAC to review the training video.
  - Two types of training videos, one basic training video only
  - One with knowledge testing review questions
  - Please review and email ED if you have any comments or questions on the video

- **Language Access Coordinators.** Last LAC meeting was June 2019. In 2020, Covid-19 pandemic interrupted attempts to have further meetings but OLA plans to resume meetings in early 2022.

### 8. Next Meeting

Next council meeting date Wednesday, October 13, 2021 via Zoom (unless proclamation changes), same time.
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<tr>
<th>Announcements</th>
<th>“Don’t Wait Until It’s Too Late” flyer will be shared with the council.</th>
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<td>Adjournment</td>
<td>The Chair, Terrina Wong officially adjourned the meeting at 10:44 AM.</td>
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* Permitted Interaction Group

Respectfully submitted by Gail McGarvey