



STATE OF HAWAII  
DEPARTMENT OF HEALTH  
**OFFICE OF LANGUAGE ACCESS**  
1177 Alakea Street, Room B-100  
Honolulu, HI 96801-3378  
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APHIRAK BAMRUNGRUAN  
EXECUTIVE DIRECTOR

## **NOTICE OF MEETING**

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

**Monday, April 18, 2022**

**1:00 p.m. to 2:30 p.m.**

This meeting will be held via telephoneconference as authorized by and in accordance with the requirements of Act 220 (SLH 2021).

**Remote Meeting** – This meeting will be held remotely by Zoom interactive conference technology. Council members and members of the public may participate in this remote meeting using the following Zoom link:

<https://zoom.us/j/99992868493?pwd=bWlxZE5saWlMG1pMFNmUXlQSUI1Zz09>

**Meeting ID:** 999 9286 8493    **Passcode:** 337591

**Physical Meeting Location** – A public location for viewing is available at 1177 Alakea St., Room 402, Honolulu, HI 96813.

**Phone Access** – Members of the public may attend this meeting with audio-only access by Dial: 1-346-248-7799 or 1-669-900-6833 or 1-253-215-8782

At the prompts, enter: **Meeting ID:** 999 9286 8493    **Passcode:** 337591

**Public Testimony/Input from the Public** – To ensure the public as well as LAAC members receive testimony in a timely manner, written testimony/comments should be submitted 24 hours prior to the scheduled meeting date and time. Any written testimony/comments submitted after this time cannot be guaranteed to be distributed in time for the meeting. Written testimony may be submitted by U.S. mail or hand delivery at 1177 Alakea Street, Room B-100, Honolulu, HI 96813 or by email at [DOH.OLA@doh.hawaii.gov](mailto:DOH.OLA@doh.hawaii.gov). Remote oral testimony may also be provided during the remote meeting at the Zoom link or phone listed above.

**Lost Connectivity** – If the Agency's Interactive Conference Technology (ITC) connection for the remote meeting is lost, the meeting will be recessed for up to 30-minutes until the connection is restored. In the event the Agency is only able to re-establish an audio connection, the meeting will continue as audio-only. To connect via audio-only, see Phone Access section on this agenda. If the connection cannot be restored within 30-minutes, the meeting will be terminated, and the Agency will reschedule the meeting to a different day and time to be posted on the OLA website @ <https://health.hawaii.gov/ola/>.

**AGENDA**

1. Call to Order/Establishment of Quorum
2. Welcome and Introductions of Council members and guests
3. Input from the Public and written testimonies submitted
4. Approval of Minutes of December 08, 2021 Meeting
5. Reports
  - a) Report of the Chair
  - b) OLA Executive Director Report
    - i. OLA Staffing and Operation
    - ii. Legislative Update - 2022 measures relating to Language Access
    - iii. OLA's activities – trainings, outreach and community events, and stakeholder meetings
6. Items for Discussion
  - a) Language Access Plan – Discussion and action on the proposed language access plan reviews procedures and criteria set forth in the plan review instrument.
  - b) OLA Online Roster of Interpreters and Translators – Discussion and action on the current operation of the online roster and the proposed design changes and the new workflow for the online roster.
  - c) Creation of VDO outreach material – Review and comment on the written script for the Know Your Right project.
7. Next Meeting, Wednesday, June 8, 2022 at 9:30 AM.
8. Announcements
9. Adjournment

A packet of meeting materials is available for inspection in the Office of Language Access (OLA) and by mail or by email upon request.

If you require special assistance or auxiliary aids and/or services to participate in this meeting (i.e., sign interpreter; interpreter for language other than English; or wheelchair accessibility), please contact OLA at (808) 586-8730 or email your request to [doh.ola@doh.hawaii.gov](mailto:doh.ola@doh.hawaii.gov) at least 4 business days before the meeting. Prompt requests submitted help to ensure the availability of appropriate assistance.