



**STATE OF HAWAII
OFFICE OF LANGUAGE ACCESS**

1177 Alakea Street, Room B-100
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NOTICE OF MEETING

LANGUAGE ACCESS ADVISORY COUNCIL (LAAC) MEETING

Wednesday, October 11, 2023

9:30 a.m. to 11:00 a.m.

This meeting will be held via telephone conference 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://us02web.zoom.us/j/84979984836?pwd=aXVHR2xsdjVyaFduRON2VXByR0xKQT09>

Meeting ID: 849 7998 4836

Passcode: 112986

Physical Meeting Location:

A public location for viewing is available at –
1177 Alakea Street, Room B-100, Honolulu, HI 96813.

Phone Access:

Members of the public may attend this meeting with audio-only access by Dial:

- 1 346 248 7799
- 1 669 900 6833
- 1 253 215 8782

At the prompts, enter: Meeting ID: 849 7998 4836 Passcode: 112986

Note: To unmute, press *6.

Public Testimony/Input from the Public:

Written Testimony/comments - 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. Remote oral testimony may also be provided during the remote meeting at the Zoom link or phone listed above.

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. Consideration and Approval of Minutes of August 9, 2023's Meeting
5. Reports
 - (a) Report of the Vice Chair
 - (b) OLA Executive Director Report
 - i. In response to the Maui wildfire, OLA is currently working on identifying and compiling all translated materials related to the Maui wildfire. OLA objective is to create a comprehensive repository for easy access by Limited English Proficiency (LEP) communities. Here is the link: <https://health.hawaii.gov/ola/slider/multilingual/>
 - ii. With assistance from FEMA, OLA is coordinating with HIEMA and the County of Maui to translate Rights of Entry (ROE) forms into Ilocano, Tagalog, Spanish, Chuukese, Marshallese, and Tongan, in preparation for the Consolidated Debris Removal Program—a cleanup effort where the federal government will clear ash and fire debris from disaster areas in Lahaina.
 - iii. With support from community partners and volunteers from the court interpreter program, OLA has been providing in-person oral interpretation services at the Disaster Recovery Center (DRC) at the Lahaina Civic Center. Due to the volunteers' inability to commit to a fixed schedule, service is still intermittent at this time. However, OLA provides the site coordinator with on-demand remote interpreting access in case an in-person interpreter is not available.
 - iv. During the month of September 2023, OLA conducted a state-wide language access training on the topic of "How to Work with LEP Clients." There were 5 in-person sessions: 2 in Honolulu, 1 in Kona, 1 in Hilo, and 1 in Kauai. A total of 116 attendees participated in the in-person sessions, and 158 attendees joined the Zoom session. The next training will be on the topic of "How to Work with Interpreters," and OLA is planning to offer the training at the end of November or early December.
 - v. On Friday, September 15, 2023, WAM requested that the OLA ED present on the status of the OLA Admin rule. They also wanted information on the issue of setting standards for interpreter qualifications, as well as on the collaboration between OLA and

DOE concerning DOE's funding for Bilingual Bicultural School Home Aid.

(c) Permitted Interaction Group (PIG)
Language Access Conference

6. Items for Discussion

(a) Old Business

- i. Language Access Conference – Discussion and action on:
 - A. Debriefing and feedback from the conference.
 - B. Dissolution of the Permitted Interaction Group (PIG) for the conference.
- ii. OLA Administrative Rule – Discussion on:
 - A. Overview of the final draft of the administrative rule.
 - B. Subsequent procedures and actions.

(b) New Business

- i. LAAC matters – Discussion and action on:
 - A. Membership status.
 - B. Selection of LAAC Chair and Vice Chair.
- ii. Suggestions and ideas for legislative proposals for the upcoming session.

7. Next Meeting, Wednesday, December 13, 2023 at 9:30 AM (Tentative)

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 586-8730 or email your request to doh.ola@doh.hawaii.gov at least 4 business days before the meeting. Prompt requests submitted help to ensure the availability of appropriate assistance.