



**STATE OF HAWAII
OFFICE OF LANGUAGE ACCESS**

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NOTICE OF MEETING

**LANGUAGE ACCESS ADVISORY COUNCIL (LAAC) MEETING
Wednesday, June 26, 2024
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/87347637509?pwd=E5TTHai3bCT8cwJmR4DBENBvPfmD3E.1>

Meeting ID: 873 4763 7509

Passcode: 181561

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: 873 4763 7509 Passcode: 181561

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 April 17, 2024's Meeting
5. Reports
 - (a) OLA Executive Director Report
 - i. During the month of June 2024, OLA conducted language access training titled "Who should we use an interpreter?" in Maui, Hilo, and Honolulu. The training sessions focused on identifying and selecting the most appropriate interpreters for their clients, ensuring effective communication across language barriers. Attendees learned the differences between competence and qualifications, explored best practices in interpreter selection, and understood ethical considerations. The training will be offered to participants in Kona, Kauai, Honolulu, and online during the month of July 2024.
 - ii. On Friday, June 7, 2024, the OLA Executive Director visited and met with the Waipahu High School student translators to share information about the Hawaii Language Access Law, and pathways in interpreting and translating. This is the second summer that Waipahu High School is running a student translator program to promote the language talents among students who are bilingual or multilingual.
 - iii. OLA has completed a new language access training video titled "[Hawaii Language Access Basics Training](#)." This video is specifically designed for state employees and staff of state-funded programs, providing foundational knowledge on language access and its importance in serving our diverse communities.

In this video, viewers will learn about key concepts, legal requirements, and best practices for ensuring effective communication with individuals who have limited English proficiency. Our goal with this training is to expand our educational efforts and raise awareness about language access, ultimately achieving meaningful access for all persons with LEP in our state.

6. Items for Discussion

(a) Old Business

- i. LAAC matters – Discussion and action on:
 - A. Status of each LAAC member.
 - B. Selection of LAAC Chair for FY 2025.

(b) New Business

- i. Language Access Plan (LAP)
 - A. Report and discussion on HDOT’s Language Access Plan (LAP) review.
 - B. Proposed revision of the LAP review procedure related to LAAC action.
- ii. Seeking inputs, suggestions, and recommendations that OLA should be focusing on or exploring in the upcoming Fiscal Year 2025: Open floor for discussion on potential projects, priorities, and initiatives for OLA, including feedback from LAAC members and stakeholders.

7. Next Meeting, Wednesday, August 14, 2024 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 as early as possible. Prompt requests submitted help to ensure the availability of appropriate assistance.