

LANGUAGE ACCESS ADVISORY COUNCIL

STATE OF HAWAII
DEPARTMENT OF LABOR & INDUSTRIAL RELATIONS
830 Punchbowl Street
Honolulu, Hawaii 96813

Tuesday, January 8, 2008
DLIR Director's Conference Room #321

MINUTES

The meeting was called to order at 9:37 a.m.

1. Welcome and Introductions

2. Roll Call:

Present:

- Serafin "Jun" Colmenares Executive Director, Office of Language Access, Ex-officio
- Bill Hoshijo Executive Director, Civil Rights Commission, Ex-officio
- Dominic Inocelda Language Access Advisory Council, Chairperson
- Gerald Ohta Language Access Advisory Council, Vice Chair
- Lito Asuncion Language Access Advisory Council Member
- Nāmaka Rawlins Language Access Advisory Council Member
- Dr. Tin Myaing Thein Language Access Advisory Council Member
- Dr. Suzanne Zeng Language Access Advisory Council Member
- Alohalani Boido Language Access Advisory Council Member

Excused:

- Sr. Earnest Chung Language Access Advisory Council Member
- Canisius Filibert Language Access Advisory Council Member

Others Present:

- Frances Lum Department of the Attorney General
- Shari Dela Cuadra Research Analyst, Office of Language Access
- Jeremy Low Research Analyst, Office of Language Access
- Uilani Pauole de Sa Senior Legal Analyst
- Merry Balatico Clerk Typist
- Khin Hnin Htwe Guest
- Francis Kagawa ASO, DLIR

3. Approval of minutes of December 4, 2007 meeting.

- Motion to approve minutes made by Mr. Asuncion, seconded by Dr. Myaing Thein.
- Minutes approved unanimously.

4. Executive Director's Report

- See Attached Report.

5. Discussion of OLA's Mission (See attached hand-out)

- Suggested Changes were discussed at length and the Mission for OLA is as follows:

The Office of Language Access is dedicated to promoting equal access to and full participation in services, programs, and activities for persons with limited English proficiency (LEP) through oversight, coordination, and assistance to State and State-funded entities.

- Motion to approve OLA's Mission Statement by Ms. Boido, seconded by Mr. Asuncion. The motion carried unanimously.

6. Discussion of OLA's Values and Goals.(See attached hand-out)

- Ms. Boido requested the word "transparency" as a value in one of our value statements. After further discussion, and clarification of the intended use of "transparency" the Language Access Council agreed to add "transparency" under the value of Collaboration second subsection to read as follows:

We are committed to using our resources wisely and responsibly to establish and sustain positive partnerships built on trust, transparency, respect, responsiveness, and participation.

- The Council also agreed to make some minor changes under Respect. Second subsection to read as follows:

We are committed to outreach and the development of the expertise of members of the community, especially the LEP community, in order to keep them informed of language access issues and expand the support for OLA's future initiatives.

- The Advisory Council agreed to omit the words overt or facially-neutral under the value of Justice and Equality. The first subsection to read as follows:

We believe that access to benefits, responsibilities, and information in our society should exist without discrimination on the basis of national origin or ancestry.

- There being no further discussion, Ms. Thein motioned to accept "OLA's Values", seconded by Ms. Namaka. The Advisory Council voted unanimously to accept OLA's values, as revised.
- OLA's Goals (see hand-out). The Advisory Council agreed to add "OLA" to number 4 to read as follows:
 4. To develop OLA staff expertise and resources;
- Advisory Council also agreed to use "State-funded organizations" instead of "covered entities".

- Ms. Namaka then motioned to accept “OLA’s Goals”, seconded by Ms. Thein. Motion carried unanimously.

7. Strategic Planning: Next Steps

- Executive Director Colmenares informed the Advisory Council on plans to have a follow up Strategic Planning Meeting to discuss the objectives for each goal in small groups to be held the last week of February.

8. Language Access Conference

- Executive Director Colmenares updated that the Conference is slated for March 28 and 29 of 2008. The Speakers who have confirmed were Susan Shah of the Vera Institute of Justice in New York, Robin Bronen, Executive Director, Alaska Immigration Justice Project/Language Interpreter Center, Anchorage, Alaska, Dr. Sue Zeng, Professor, University of Hawaii Center for Interpretation and Translation Studies, and Dr. Kimo Alameda. Awaiting confirmation from Ms. Becker of the Civil Rights Division, U.S. Department of Justice, Washington D.C. The Language Access Conference Committee will be meeting today following the Language Access Advisory Council Meeting. All who wish to participate in the Conference are welcomed to stay.

9. OLA Legislative Proposals (See attached Bills)

- Executive Director Colmenares reported that these Bills do not form part of the administration’s legislative package and asked the Advisory Council for support along with any outside support, to help move these Bills in this Legislative Session.

10. New Business

- **HB 600: An Interpreter’s Perspective**
Chairman Inocelda turned the floor to Ms. Alohalani Boido for her perspective. Discussion ensued. Chairman Inocelda then thanked both Ms. Boido for her presentation.
- **Procurement Issues & Status of Interpreters**
Chairman Inocelda turned the floor to Francis Kagawa from Administrative Service Office (ASO). Mr. Kagawa gave a brief clarification on the procurement of interpreter services. Services procured for a specified situation (under \$3000.00) like any other purchase, only a DLIR requisition need be submitted given the cost, availability, and urgency. However, if services rendered were for a time frame and not limited to one specific situation than it would be considered a contract that would need to go through a formal bidding process. Anything above \$3000.00, a minimum of three quotes and an SPO 10 form needs to be submitted.
- **Bilingual Staffing**
OLA is still doing research on this statutory provision; to be discussed at a later meeting.

11. Meeting Schedule for 2008

- Executive Director Colmenares suggested changing the meeting dates due to scheduling conflicts with some of our Advisory Council Members. Mr. Hoshijo suggested a quick poll regarding having meetings on the First Wednesday or Second Wednesday of each month. Executive Director Colmenares deferred the above. He will do the poll by email and forward the results to each member.

12. Announcements

- Gerald Ohta and Executive Director Colmenares have been invited to an Annie Casey Foundation Conference on April 3, 2008 to April 5, 2008 in Baltimore.
Another Language Conference is slated for September 2008 in Minneapolis.

13. Adjournment

- As there were no further discussions, meeting adjourned at 11:30 a.m.