

# Meeting Minutes [DRAFT]

**Date:** May 8, 2025

**Time:** 9:00am - 11:00am

**Location (Zoom):**

<https://us06web.zoom.us/j/83211242897?pwd=Qdaa9r43RJUyKEab9DygFMPsbtIP8y.1>

**Location (In Person):** Hub Coworking Hawaii  
1050 Queen St #100  
Honolulu HI 96814

## 1. Call to Order

The meeting was called to order by Chair Patrick Gartside at 9:09 am.

## 2. Roll Call / Attendance

Council members and attendees introduced themselves.

### Attendees:

- Patrick Gartside (Chair)
- Philip Ana (Vice Chair)
- Judy Guajardo (Treasurer)
- Linda Lambert (Council Member)
- Amanda Lowe (Executive Director)

### Guests:

- Annette Tashiro
- Donald Sakamoto
- Vickie Kennedy
- Nani Watanabe

- Valerie Janikowski
- Gregg Van Camp
- Howard Lesser

### **3. Approval of Minutes**

- The minutes from the April 3, 2025, meeting were reviewed before the meeting.
- Judy Guajardo made a motion to accept the minutes as written.
- Philip Ana seconded the motion.
- The motion passed.

### **4. Welcoming Remarks / Introductions**

- Patrick Gartside welcomed attendees and thanked everyone for joining the May Statewide Independent Living Council meeting.

### **5. SILC Reports**

#### **a. Executive Committee Report**

- Patrick Gartside reported that a significant amount of time for the Executive Committee has been spent on recruiting and hiring staff.
- Amanda Lowe will be joining as the part-time executive director, with her email being [amanda@hawaiiisilk.org](mailto:amanda@hawaiiisilk.org).
- Amanda Lowe provided background on her experience, including working as a special education teacher, with the National Disability Rights Network, as a disability policy director for the Health Education Labor Pensions Committee in the U.S. Senate, and most recently as an independent contractor for the National Council on Disability.

#### **b. Advocacy Committee Report**

- Philip Ana was noted as the chair for the Advocacy Committee.
- The Advocacy Committee has been meeting to plan an event for the 35th anniversary of the Americans with Disabilities Act (ADA) legislation.
- Annette Tashiro reported that a draft "save the date" has been sent out, and commitments have been received from the Community Access Board (CAB) and other agencies to assist with the celebration on July 25th at the State Capitol.
- Patrick Gartside mentioned that a venue on Maui was also requested, and a "save the date" form is available on the Statewide Independent Living Council website ([independentlivinghawaii.org](http://independentlivinghawaii.org)) for interested parties to register their interest and potential participation.
- The event is planned as a rally, approximately an hour long, with a potential screening of the film "Crip Camp" at the State Capitol auditorium.
- Nani Watanabe is looking into options for a Maui venue and suggested an ADA booth at the Pineapple Festival in early July on Lanai.
- Valerie Janikowski suggested that the movie screening could be a separate event from the booth and offered to help with the Lanai booth by connecting with Kate Okamoto and the Lanai Community Association.
- Vickie Kennedy suggested contacting Nani Wu, a writer for the Star Advertiser, for preliminary publicity about the ADA's beginnings and importance.
- Donald Sakamoto suggested reaching out to the City Council, the Mayor, and the Governor for proclamations recognizing the 35th anniversary. He also offered to share the verbiage from the 30th anniversary certificate.
- Howard Lesser suggested adding 504 coordinators from the University of Hawaii campuses and community colleges to the contact list for the ADA event. Nani Watanabe offered to provide a contact for Maui.
- Donald Sakamoto mentioned connecting with the community services for the city and county regarding the ADA coordinator.
- The goal is to collaborate with as many groups as possible, making it an ADA event rather than solely a SILC event.

### **c. SILC Activities Report**

- Linda Lambert reported on attending the deaf and deafblind expo event last Saturday.
- Patrick Gartside apologized for not attending due to a family matter.
- Patrick Gartside reminded council members that SILC has tabling equipment, tablecloths, swag, and banners (with braille labels) available for community events.
- Donald Sakamoto suggested having SILC shirts and individual business cards for council members. Patrick Gartside agreed it would be a good idea and mentioned discussing it in the coming months.
- The SILC branding & logo was described as having the words "Statewide Independent Living Council of Hawaii" in four lines of text, with a vertical sky-blue bar to the left, aiming for a simple, clean, and accessible look without an icon.

#### **d. Financial Report**

- Judy Guajardo reported a bank statement balance of \$209,958.51 as of April 30th.
- Expenditures for April were \$3,536.29, which included \$624 for accounting services and \$2,911.72, primarily for lodging and airfare for the National Association of Statewide Independent Living Councils trip.
- Patrick Gartside noted a delay in credit card payments and automatic deductions connected to QuickBooks.
- Patrick Gartside added that the Division of Vocational Rehabilitation (DVR) had requested an invoice for the last three months and stressed the importance of being proactive about regular monthly invoicing due to potential funding changes.
- Gregg Van Camp from DVR emphasized the need for timely invoices due to specific time periods for fund release, noting that delays make it difficult to pay.

### **6. Unfinished Business**

#### **a. State Plan for Independent Living (SPIL) Amendment Recommendations**

- Patrick Gartside reported ongoing work to amend the State Plan for Independent Living (SPIL), including fixing service area inaccuracies and increasing the SILC resource plan to do more work as a Council.
- The SPIL committee needs to meet again to finalize the amendment, which is targeted for completion by the end of the first year (September). This process will involve public forums and community input.

#### **b. SILC Training**

- Patrick Gartside announced that SILC training from the Training and Technical Assistance Center is planned for July.
- Carrie England from California SILC will conduct the SILC 101 training, and the DSE will provide training on what it means to serve on a State Council.
- Gregg Van Camp confirmed that he provided information and a PowerPoint to Cheryl for the DSE training on Hawaii State Bill 131 requirements.
- This will serve as the annual required training for all new and existing members.

### **7. New Business**

#### **a. SILC Policies and Procedures Manual – Patrick Gartside**

- Patrick shared about being in contact with the Training and Technical Assistance Center about the Hawaii SILC policies and procedures manual. We've received versions from both California and Oregon. We are working on our manual. It should cover the following areas:
  - Member Management: Recruiting members, reviewing applications, and recommending appointments to the appointing authority.
  - Conflict Resolution: Identifying and resolving conflicts of interest in compliance with state and federal law.
  - Public Meetings:
    - Holding regular public meetings as prescribed by regulations.
    - Providing advance public notice for all meetings, including "Executive Sessions."

- Ensuring "Executive Sessions" are rare, closed to the public, and only for confidential matters (e.g., staffing), with public agendas that redact personal information.
- Allowing the public to request reasonable accommodations to participate in public meetings.
- State Plan Management: Developing, incorporating public input into, monitoring, reviewing, and evaluating the implementation of the State Plan.
- CIL Eligibility Verification: Verifying that Centers for Independent Living (CILs) are eligible to sign the State Plan.

**b.**

**d. NCIL Conference**

- Patrick Gartside presented the estimated costs for attending the National Council on Independent Living (NCIL) conference in Washington, D.C., and the council discussed sending representatives

**8. Announcements**

- Donald Sakamoto announced a Citizens for a Fair ADA Ride meeting for May 9th, from 9:45 am to 11:45 am.
  - The meeting will be in-person and virtual, with representatives from transit services (Bus and Handy Van), the city's Department of Transportation Services, and Honolulu Representatives for Skyline Bus and Handy Van.
  - There will be a 3-minute testimony period for attendees and a 2-minute response from representatives.
  - Donald also noted that the City Council budget chair, Santos Tam, has received information about potential fee increases for bus and handy van public transportation services, which will have open hearing minutes for public testimony.
- Hawaii State Rehabilitation Council Meeting

- The Hawaii State Rehabilitation Council meeting will be held on May 9th, from 10:00 am to 2:00 pm.
- Gregg Van Camp informed Patrick Gartside that a SILC report had been submitted, making Patrick's in-person attendance not necessary for quorum or reporting purposes, but helpful if there are questions.
- Gregg also provided an update on the interim status for new SRC applicants, including Patrick, stating that due to Maui fires, some legislative hearings were delayed, and the Governor is being requested to approve interim status until the next legislative session in Spring 2026 for formal confirmation.
- Patrick Gartside clarified that SILC appointments do not require legislative approval.
- Annual Spin Conference
  - Howard Lesser announced the Annual Spin Conference on Saturday, May 10th at the Ko'olau Ballrooms in Kaneohe from 8:00 am to 4:00 pm, with 70 vendors.
  - Annette Tashiro confirmed her attendance.
  - It was noted that Work Now Hawaii would be a vendor.
  - There will not be a SILC table this year, but there will be next year, as the council needs to engage families and youth. Hawaii Disability Rights will be there.
- National NCIL Conference
  - Philip Ana shared information from an email by Theo Brady about the National Council on Independent Living (NCIL) Conference, highlighting that this conference would be unlike any other due to funding cuts and the situation in Washington, D.C., which is galvanizing disability groups.
  - The conference encourages young leaders to sign up to develop new leadership.
  - The Council is also monitoring efforts to stop Medicaid cuts, with a related video presentation.

- Donald Sakamoto offered to work with Amanda Lowe to connect with the Hawaii Congressional delegation while they are in D.C. for the NCIL conference.
- Patrick Gartside, Donald Sakamoto, Brian Hauser, and Amanda Lowe are planning to attend the NCIL conference.