1. **Quorum:** 6

2. **Roll call and introduction of members of the Working Group who are present**

3. **Purpose of the Working Group:** conduct research and develop a plan to enable individuals in the State who are unable to produce documentation required for a state civil identification card to obtain satisfactory documentary evidence.

   **Clarification of working group's purpose:** The working group narrowed its purpose to develop a plan to enable *homeless* individuals to obtain necessary documentary evidence to obtain a state civil identification card. (10/16/15 meeting)

4. **Approval of Minutes of November 13, 2015 meeting**

5. **Policy discussion:** Real ID Act compliant ID

6. **Problem analysis:** updates

   A) Identify problems that individuals have with obtaining vital records needed to obtain Real ID Act complaint identification.

   B) Identify administrative problems.

7. **Deadlines:**

   The working group shall submit an interim report to the legislature no later than twenty days prior to the convening of the regular session of 2016.

   A) Distribution: Draft report, Draft proposed legislation

   B) Comments due to DHS, proposed deadline: December 26, 2015

7. **Additional Meeting dates:**

   Establish meeting date: after close of 2016 session

8. **Public testimony:**

   A) Proposed rules to receive public testimony:
i) Individuals will have 2 minutes to give oral testimony in time remaining.

ii) Written testimony may be submitted at the hearing or by email to DHS@dhs.hawaii.gov at least 24 hours prior to the scheduled meeting.

9. Adjournment

If you have any questions or require accommodations, please contact R. Malia Taum-Deenik at 586-4994 or at mtaum-deenik@dhs.hawaii.gov