

**Court Interpreters Advisory Panel**  
**Annual Agenda<sup>1</sup>—2019 (DRAFT 1)**  
**Approved by Executive and Planning Committee:**

**I. COMMITTEE INFORMATION**

<b>Chair:</b>	Hon. Brian McCabe, Trial Court Judge, Superior Court of Merced County
<b>Vice-Chair:</b>	Mr. Shawn Landry, Court Executive Officer, Superior Court of Yolo County
<b>Lead Staff:</b>	Ms. Sonia Sierra Wolf, Analyst, Court Interpreters Program, Court Operations Services
<b>Committee's Charge/Membership:</b> <a href="#">Rule 10.51</a> of the California Rules of Court states the charge of the Court Interpreters Advisory Panel (CIAP), which is: To assist the council in performing its duties under Government Code sections 68560 through 68566 and to promote access to spoken-language interpreters and interpreters for deaf and hearing-impaired persons, the advisory panel is charged with making recommendations to the council on: <ol style="list-style-type: none"><li>(1) Interpreter use and need for interpreters in court proceedings; and</li><li>(2) Certification, registration, renewal of certification and registration, testing, recruiting, training, continuing education, and professional conduct of interpreters.</li></ol> <a href="#">Rule 10.51(b)</a> sets forth the additional duties of the panel that are: Reviewing and making recommendations to the council on the findings of the study of language and interpreter use and need for interpreters in court proceedings that is conducted by the Judicial Council every five years under Government Code section 68563.  <a href="#">Rule 10.51(c)</a> sets forth the membership position of the committee. The Court Interpreters Advisory Panel currently has 14 members, consisting of: 10 voting members; and, 4 non-voting advisory members. Rule of Court 10.51 calls for 11 voting members; but currently CIAP does not have an appellate court justice; and will be recruiting during the 2019 nomination cycle. The current committee <a href="#">roster</a> is available on the committee's web page.	
<b>Subcommittees/Working Groups<sup>2</sup>:</b> <ol style="list-style-type: none"><li>1) Professional Standards and Ethics Subcommittee</li><li>2) Language Access Subcommittee</li></ol>	

<sup>1</sup> The annual agenda outlines the work a committee will focus on in the coming year and identifies areas of collaboration with other advisory bodies and the Judicial Council staff resources.

<sup>2</sup> California Rules of Court, rule 10.30 (c) allows an advisory body to form subgroups, composed entirely of current members of the advisory body, to carry out the body's duties, subject to available resources, with the approval of its oversight committee.

## COMMITTEE PROJECTS

#	New or One-Time Projects <sup>3</sup>	
1.	<p><b>Project Title: Review Research on Skills Assessment Research and Recommended Protocols</b> (From 2018 Annual Agenda-( CIP staff oversee effort and present recommendations and key milestones to entire membership of CIAP )</p>	<p><b>Priority 1<sup>4</sup></b></p>
<p><b>Project Summary:</b> This project is directly related to the Court Interpreter Credential Review Procedures. Following the Invitation to Comment period, the Credential review procedures were approved by CIAP on July 11, 2018 for submission to the Judicial Council. CIAP anticipates the final procedures will proceed to the Judicial Council for final approval and adoption in March or May of 2019, for an effective date (still to be determined) of July 1 or September 1, 2019. Internal operational procedures and resources required are under review and are being finalized. Guidelines for the courts and guidelines for the public will be developed and will be completed in Spring 2019.</p> <p><b>Skills Assessment Research and Recommended Protocols:</b> Concurrent with the final internal review of the California Court Interpreter Credential Review, the next step is to review the report produced by NCSC in 2018, <i>Skills Assessment Options for Certified and Registered Interpreters</i>, detailing their research, findings and recommendations. CIAP will explore the feasibility and best available methods for:</p> <ol style="list-style-type: none"> <li>1) Courts to assess a court interpreter’s behavioral non-technical interpreting skills; and possible assessment of technical interpreting skills courts may use to identify and rectify possible weaknesses in the knowledge, skills and abilities unique to court interpreters; and,</li> <li>2) Legally defensible diagnostic for Judicial Council to assess a credential review allegation that alleges gross incompetence (currently only re-testing available option)</li> <li>3) To support the development of a skills assessment tool               <ul style="list-style-type: none"> <li>• NCSC has completed a survey and analysis of court interpreter skills assessment issues with select stakeholders, including court executive officers, court personnel, and interpreters.</li> <li>• Presentation to CEAC for input on court needs, type of assessment tool courts will utilize, and resources needed.</li> <li>• Procurement and RFP seeking a contract for development of the diagnostic recommended. (Late Spring 2019)</li> </ul> </li> </ol>		

<sup>3</sup> All proposed projects for the year must be included on the Annual Agenda. If a project implements policy or is a program, identify it as *implementation* or a *program* in the project description and attach the Judicial Council authorization/assignment or prior approved Annual Agenda to this Annual Agenda.

<sup>4</sup> For non-rules and forms projects, select priority level 1 (must be done) or 2 (should be done). For rules and forms proposals, select one of the following priority levels: 1(a) Urgently needed to conform to the law; 1(b) Urgently needed to respond to a recent change in the law; 1(c) Adoption or amendment of rules or forms by a specified date required by statute or council decision; 1(d) Provides significant cost savings and efficiencies, generates significant revenue, or avoids a significant loss of revenue; 1(e) Urgently needed to remedy a problem that is causing significant cost or inconvenience to the courts or the public; 1(f) Otherwise urgent and necessary, such as a proposal that would mitigate exposure to immediate or severe financial or legal risk; 2(a) Useful, but not necessary, to implement statutory changes; 2(b) Helpful in otherwise advancing Judicial Council goals and objectives.

#	<b>New or One-Time Projects<sup>3</sup></b>	
	<p><b>Origin of project:</b> LAP Recommendation #64 and Government Code section 68564(g): The Judicial Council shall establish a procedure for Judicial Council and local court review of each court interpreter's skills and for reporting to the certification entity the results of the review.</p> <p><b>Status/Timeline:</b> Initial research has been completed by National Center for State Courts. We hope to issue a non-competitive bid for work to commence in Spring in 2019 and anticipated completion is <b>September 30, 2019</b>. Work to be contracted is predicated on cost and feasibility.</p> <p><b>Fiscal Impact:</b> Based on the complexity of the diagnostic (language neutral or in various languages); cost of developing skill assessment diagnostic; the final diagnostic method selected; and, cost of possible training of court staff on how to administer Estimated range:- \$50,000- \$150,000.</p> <p><b>Resources:</b> Court interpreter program staff, NCSC contract consultants, and psychometrician. CEAC for input on tool needed for use in the courts.</p> <p><b>Internal/External Stakeholders:</b> Interpreter community, judicial officers, justice partners, and court personnel who routinely interact with California court interpreters.</p> <p><b>AC Collaboration:</b> Language Access Plan Implementation Task Force, Legal Services Office, and CEAC.</p>	
2.	<p><b>Project Title:</b> Develop Limited English Proficient (LEP) Party Waiver of Court Appointed Interpreter Services— Overseen by the Language Access Subcommittee (From 2018 Annual Agenda)</p> <p><b>Project Summary:</b> Develop a policy and process for an LEP litigant’s right to waive the services of a court appointed interpreter; and assess if a corresponding rule of court is needed in order to implement the recommended waiver policy.</p> <p><b>Origin of Project:</b> LAP Recommendation #75</p> <p><b>Status/Timeline:</b> Commence in 2019; for effective/completion by January 1, 2020.</p> <p><b>Fiscal Impact/Resources:</b> May require Court Interpreter Program analytical staff .25–.50 FTE; Staff resources from Legal Services and Labor and Employment Relations Unit</p> <p><b>Internal/External Stakeholders:</b> LEP litigants, courts, justice partners, such as the state bar and/or legal services providers.</p> <p><b>AC Collaboration:</b> Access and Fairness Language Access Subcommittee</p>	<p><b>Priority 1</b></p>

#	<b>New or One-Time Projects<sup>3</sup></b>	
3.	<b>Project Title:</b> Review and Update Compliance Requirements for Certified Court and Registered Interpreters (From 2018 Annual Agenda) Overseen by Professional Standards and Ethics Subcommittee	<b>Priority 1</b>
<p><b>Project Summary:</b> Review, update, and if required, recommend policy changes to the Compliance Requirements for Certified Court and Registered Interpreters. (Last major update in 2011, minor changes in 2013)</p> <p><b>Origin of Project:</b> Staff has identified several areas of improvement and identified points of clarification based on feedback from the interpreter community, providers and the courts. Government Code 68562(d) requires that all certified court and registered interpreters of spoken languages meet annual renewal/continuing education requirements, specifically the code states: The Judicial Council shall adopt standards and requirements for interpreter proficiency, continuing education, certification renewal, and discipline. The Judicial Council shall adopt standards of professional conduct for court interpreters.</p> <p><b>Key objectives:</b></p> <ul style="list-style-type: none"> <li>• Provide simplified and easy to navigate compliance requirements for court interpreters and continuing education providers.</li> <li>• Review and make policy changes, if required, to address gaps in the current requirements.</li> <li>• Incorporate change to auditing annual compliance paperwork, and going to an honor system acknowledging compliance.</li> <li>• Include information on ethical canons applicable to court interpreters</li> </ul> <p>Updating, clarifying, and organizing the current requirements in an easy to understand document will address many of the continuing misunderstanding regarding the requirements to maintain credentialing status. Articulating compliance requirements in a more simplified manner provides a much needed service to the interpreter community and education providers, as well as closing gaps in the current compliance requirements. We anticipate that we may have fewer late submissions of annual renewal requirements if the key communication tool is simplified and easier to understand.</p> <p><b>Status/Timeline:</b> Completion date: Fall 2019. Approval of policy changes to compliance were delegated to the Administrative Director by the Judicial Council on August 24, 2000.</p> <p><b>Fiscal Impact:</b> None <b>Resources:</b> Court Interpreter Program staff/1-2 CIAP interpreters consult.</p> <p><b>Internal/External Stakeholders:</b> Interpreter community, Court Interpreter Minimum Continuing Education providers, and court HR/Training Managers.</p> <p><b>AC Collaboration:</b> Professional Standards and Ethics Subcommittee will be the initial reviewing body.</p>		

#	New or One-Time Projects <sup>3</sup>	
4.	<p>Project Title: Update Guidelines for Approval of Certification Programs for Interpreters for Deaf and Hard of Hearing Persons, including development of a nationally feasible credentialing program for ASL interpreters. (From 2018 Annual Agenda, work is currently in progress, NCSC has been contracted for work. CIP will oversee effort CIAP will be updated on key milestones)</p>	Priority 1e
<p><b>Project Summary:</b> California continues the work for reviewing options for testing American Sign Language (ASL) related court interpreters. The Language Access Subcommittee will review options and may recommend or provide input on an approach. A review and modification of the underlying ASL court interpreter testing related guidelines must be done concurrently with the plan being developed. The National Center for State Courts (NCSC) began work in June 2018 to develop a nationally accepted credentialing process to qualify ASL interpreters. NCSC is conducting an important study in 2019 to assist with recommendations regarding possible national credentialing options for ASL interpreters working in the courts. As a component of this project, NCSC will review available information of all known generalist or court/legal specialty credentialing instruments for ASL interpreters.</p> <p>NCSC will also review actual test content, testing components, and specifications of the exam tools. The goal of this review process is to identify exam components or exam models that may be useful for future national ASL credentialing solutions. NCSC is working with testing experts, ASL subject matter experts with legal expertise, and a senior psychometrician to map available test content to the knowledge, skills, and abilities (KSAs) developed in 2017 and adopted in early 2018 by an ad-hoc advisory committee made up of subject matter experts from the ASL community. NCSC staff will also conduct a feasibility study to assist with recommendations pertaining to the ongoing support of a national credentialing process for ASL court interpreters. The feasibility study will include a review of any available and viable tests that could be incorporated into a new credential by adoption. It will also include a review of initial exam development costs and timelines, ongoing exam maintenance costs, and other ongoing costs that support valid and reliable test administration, including rater recruitment and training and ongoing psychometric analysis.</p> <p><b>Key Milestones:</b></p> <ul style="list-style-type: none"> <li>• Partnered with national stakeholders to develop and adopt a list of nationally accepted Knowledge, Skills, and Abilities (KSAs) for ASL interpreters that can be used to inform test development or development of a credentialing process. Has been completed.</li> <li>• Mapping KSAs to a credentialing process that includes a variety of testing, training and educational requirements. Work in progress. <b>Completion: February 2019</b></li> <li>• Developing remote interpreter training on how bias affects court interpreters, as needed, and as part of a credentialing process. <b>Completion: April 30, 2020</b></li> </ul>		

#	<b>New or One-Time Projects<sup>3</sup></b>	
	<ul style="list-style-type: none"> <li>Partnering with national stakeholders to develop and implement a credentialing process, including any necessary exams or exam modifications that will be in line with the updated Guidelines for Approval of Certification Programs. Completion: <b>December 30 2020.</b></li> </ul> <p><b>Origin of Project:</b> The Registry of Interpreters for the Deaf (RID) is the approved testing entity for California ASL court interpreters. In August 2015, RID stopped testing for legal interpreters. Changes in testing accommodations (provided by RID prior to stopping testing) requires a review of our underlying testing guidelines. There is a need for California to take up the challenge and recommend a viable solution for testing ASL interpreters and recommend any changes to the underlying testing guidelines.</p> <p><b>Status/Timeline:</b> Anticipate completion of guidelines and credentialing process for implementation: December 2020.</p> <p><b>Fiscal Impact/Resources:</b> Development of a new ASL legal interpreter performance exam estimated \$200,000–\$450,000.  Ongoing maintenance and/or administration of a nationally standardized credentialing process: \$80,000–\$125,000  Additional CIP staff analyst required: .50–.75 FTE= \$45,000–\$67,500  Explore if costs may be shared by NCSC/CLAC member states and/or the local or national bar associations.  Current Contract with NCSC: \$194,442,000 (contract end date June 30, 2020)</p> <p><b>Internal/External Stakeholders:</b> Legal services staff; local and national deaf community representatives, local and national legal certified interpreters and interpreter trainers, federal and state courts nationally, Registry of Interpreters for the Deaf (RID).</p> <p><b>AC Collaboration:</b> Advisory Committee on Providing Access and Fairness.</p>	
5.	<p><b>Project Title:</b> Update Recommended Guidelines for the Use of Deaf Intermediary Interpreters (From 2018 Annual Agenda) Placeholder for 2020 Annual Agenda</p>	<p><b>Priority 2</b></p>
<p><b>Project Summary:</b> Updating these guidelines may require a change to the underlying ASL court interpreter testing related guidelines identified in Project 3 above. To assure consistency, both sets of updates should be done concurrently or in close proximity to each other. The <i>Recommended Guidelines on the Use of Deaf Intermediary Interpreters</i> (DI Guidelines) will be reviewed by the entire CIAP panel. Changes to the testing related guidelines would need to be recommended to the Judicial Council.</p> <p><b>Origin of Project:</b> California began accepting applications for a new category of interpreter: the Enrolled Deaf interpreter. This change requires an updating of the DI Guidelines. This may also require a change to the underlying ASL court interpreter testing related guidelines.</p> <p><b>Status/Timeline:</b> Completion December 2018.</p> <p><b>Fiscal Impact/Resources:</b> May require additional staffing (see project 3).</p>		

#	New or One-Time Projects <sup>3</sup>
	<p><i>Internal/External Stakeholders:</i> Legal Services, ASL hearing and deaf court interpreters and deaf community representatives.</p> <p><i>AC Collaboration:</i> May include Advisory Committee on Providing Access and Fairness.</p>

II.

DRAFT

### III. LIST OF 2018 PROJECT ACCOMPLISHMENTS

#	Project Highlights and Achievements
1.	<p>Develop and implement court interpreter discipline process (From 2017 and 2018 Annual Agenda)            Completed post credential discipline process, known as <i>The California Court Interpreter Credential Review Procedures</i>. Project includes recommending an amendment to existing rule 2.891, <i>Periodic review of court interpreter skills and professional conduct</i>, established in 1979, which calls for a biennial review by the courts to review all court interpreter skills. To be repealed and replaced with Rule 2.891, <i>Request for Court Interpreter Credential Review</i>.</p> <p><b>Status:</b> CIAP approved the final credential review procedures in July of 2018. Legal Services and Court Operations are reviewing the Credential Review Procedures and establishing internal operational procedures and roles for both CIP and LSO. Once the internal procedures and roles have been established, the new rule of court 2.891, Request for court interpreter credential review and the credential review procedures will proceed to the Judicial Council for final approval in March 2019, or May 2019, for a (TBD) July 1 or September 1, 2019 effective date. Operational guidelines for the courts and a full communication roll-out is being developed and will be completed by Spring 2019.</p>
2.	<p><b>Completed by March 2019: Develop and implement policy for de-designation of certified languages whose use in the courts has declined</b></p> <p>Legal review has affirmed that the same criteria used to certify languages can be used to de-certify a language as per GC 68562 that grants the JCC authority to, both, designate and de-designate languages for certification programs, even though the statute does not address de-designation specifically.</p> <p>CIAP to affirm the criteria for de-designation of certified languages is inherent in the code. The policy change is to expand the delegation of authority to include authority to the Administrative Director to de-certify languages in the future. CIAP to take action January 2019, Judicial Council agenda: March 2019.</p>
3.	<p><b>Work in progress: Update Guidelines for Approval of Certification Programs for Interpreters for Deaf and Hard of Hearing Persons, including development of a nationally feasible credentialing program for ASL interpreters.</b></p> <p>As of December 2018, NCSC has conducted a review of publicly available information pertaining to currently and formerly available American Sign Language (ASL) credentialing examinations. NCSC obtained information on testing specifications, components, and psychometric properties. NCSC is now working to obtain actual test content for ASL credentialing exams to be mapped to the list of developed KSAs (Knowledge, Skills and Abilities).</p>



# Information regarding Delegation of Authority and Certification of Languages

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On October 27, 2000 the Judicial Council delegated authority to the Administrative Director (of the Courts) to designate additional languages for inclusion in the Court Interpreter Certification Program in the future. The delegation of authority at the time did not include or anticipate the need to de-designate a language in the future. The 2000 delegation did not confer the ability to also de-designate a language.

On January 23, 2019 CIAP will take action to recommend:

The Judicial Council delegate authority to the Administrative Director to de-designate certified languages in the future; based on the same criteria used to designate a language for certification. (Action Required)

## **Legal Review, Staff conferred with Legal Services to ascertain the following:**

1. Does Government Code 68562 provide the Judicial Council (JCC) with authority to, both designate and de-designate languages for certification for which court interpreter certification programs will be maintained?

**Response:** Yes. Although it is not clear from the express language of section 68562 whether the Legislature extended authority to the JCC to de-designate languages, the Legislature’s intent in enacting that statute was to improve access to courts for non-English-speakers. Because the needs for interpreters of particular languages vary over time—depending on immigration trends, court caseloads, etc.—interpreting the statute as authorizing the JCC to prioritize languages for which court interpreter demand is the greatest is essential to effectuating this legislative intent. Given that available resources do not allow for all languages to be certified, this necessarily means that the JCC must be authorized to de- designate languages when appropriate. Further, the legislative history makes clear that, by enacting section 68562, in current form, and other accompanying legislation, the Legislature intended to grant comprehensive authority for the JCC to administer and regulate language certification programs.

Therefore, the most compelling conclusion is that section 68562 grants the JCC authority to, both, designate and de-designate languages for certification programs, even though the statute does not address de-designation specifically.

2. If so, does the JCC’s previous delegation of authority to the Administrative Director (“AD”) to designate languages for certification also encompass a delegation of authority to the AD to de-designate languages?

**Response:** No. The JCC’s October 2000 delegation of authority to the AD, on its face, is narrower than that of section 68562. The JCC delegated authority specifically for the AD “to designate *additional* languages” (Judicial Council of Cal., mins. (Oct. 27, 2000), p 23, emphasis added), and the history underlying this JCC action contains no suggestion that a broader delegation was intended.



# Information regarding Delegation of Authority and Certification of Languages

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## Background Information

### What is a Delegation of Authority?

Advisory bodies make recommendations to the Judicial Council, and may request that recommended future actions (if appropriate) be submitted to the Administrative Director for review and approval. CIAP must still review and approve any actions that go to the Administrative Director. CIAP has various policies, initially approved by the Judicial Council, that recommended future changes or updates to the policy be delegated to the Administrative Director. Following is a table of CIAP's current delegations of authority:

<b>Council Meeting Date</b>	<b>Description of Delegation</b>
4/28/2000	Future selection of testing entities. [Spoken languages only]
8/24/2000	Approval of future changes to the <i>Compliance Requirements for Certified Court and Registered Interpreters</i>
<b>10/27/2000</b>	<b>Delegate authority to the Administrative Director to designate additional languages for inclusion in the Court Interpreter Certification Program in the future.</b>
8/15/2008	Set retake policies for court interpreter certification and registration examinations, effective immediately.
8/15/2008	Determine the number of test administrations per year for court interpreter certification and registration examinations, effective immediately.
8/15/2008	Determine the annual renewal fee that court interpreters pay to renew their certification and registration. The Administrative Director shall set the fee based on an analysis of the market rate other peer organizations charge for the renewal of professional certifications, effective immediately.
10/23/2009	Set court interpreter certification and registration testing fees based on the current market cost for the administration of these examinations.
12/15/2009	Authorization/selection of testing entities to test and certify court interpreters for deaf or hard-of-hearing individuals.
4/17/2012	Adoption of market-rate exam fees to be paid by interpreter candidates for: English-only written exam, bilingual oral proficiency exam, and the bi-lingual oral interpreting certification exam.

### Designation of Language for Certification:

Government Code 68562(a) authorizes the Judicial Council to designate languages for certification based on the findings of the Interpreter Need and Interpreter Use Study, conducted every five years. The study also recommends languages (that are currently certified) that can be considered for de-certification, using the same criteria used to designate a language.

*68562(a) The Judicial Council shall designate the languages for which certification programs shall be established under subdivision(b). The language designations shall be based on (1) the courts 'needs as determined by the language and interpreter use and need studies under*



# Information regarding Delegation of Authority and Certification of Languages

*Section 68563, (2) the language needs of non-English-speaking persons in the courts, and (3) other information the Judicial Council deems relevant.*

Current policy reads: 1) Delegate authority to the Administrative Director to designate additional languages for inclusion in the Court Interpreter Certification Program in the future.

Note: The purpose of the Language Need and Use Study report is to provide the Judicial Council with (1) a comprehensive study on interpreter use in spoken languages and (2) information on future language need for consideration of changes to the designation of languages for certification in required proceedings. <https://www.courts.ca.gov/documents/lr-2015-Language-Need-and-Interpreter-Use-Study.pdf>

## What is the difference between a certified language and a registered language?

**Certified Court Interpreters:** Interpreters who successfully complete the certification exam process in one of the fifteen certified languages and subsequently complete the application process and enroll with the Judicial Council are referred to as “certified court interpreters.”

To obtain certified status in a spoken language, interpreters must successfully pass the written exam as well as the Bilingual Interpreting Exam for their respective certified language.

Bilingual Interpreting Exams are currently administered in the following certified languages: Arabic, Eastern Armenian, Cantonese, Farsi, Korean, Khmer, Mandarin, Portuguese, Punjabi, Russian, Spanish, Tagalog, and Vietnamese. (Bilingual Interpreting Exams are not currently available in Western Armenian and Japanese.) Certified court and registered interpreters must also fulfill additional Judicial Council requirements for enrollment on the Master List.

**Registered Court Interpreters:** Court interpreters of spoken languages other than those designated as certified languages are referred to as “registered court interpreters.” Registered court interpreters are required to pass the Written Exam, the Oral Proficiency Exam in English, and also in their non-English language. The Oral Proficiency Exams in English and non-English languages assess the candidate’s functional ability to communicate in that language. All exams for both certified and registered status are administered under contract by an approved testing entity as required under Government Code § 68562(b).

Requirement	Certified	Registered
Written Exam	Yes	Yes
Oral Proficiency Exam (English)	Optional	Yes
Oral Proficiency Exam (Non-English Language)	Optional	Yes
Bilingual Interpreting Exam	Yes	Not available
Enroll with the Judicial Council and complete course “Orientation to Working in the California Courts”.	Yes	Yes





# Delegation of Authority to De-designate Certified Languages

CIAP

January 23, 2019

# Action to Be Taken by CIAP

- Acknowledge that the criteria used to designate a language as certified also applies to de-designation of a language
- Recommend the Administrative Director be delegated the authority to de-designate a certified language



# Rationale

- Be responsive to dynamic language access needs
- Be able to designate or de-designate languages by applying the same criteria
- Explicitly delegate authority to the Administrative Director to de-designate languages



# CIAP Makes Policy Recommendations On (Per Rule of court 10.51):

- Certification
- Registration
- Testing
- Recruiting
- Training
- Cont. Education
- Prof. Conduct
- Language Need & Use



# Advisement by Legal Services

- Gov. Code 68562 grants the council the authority to de-designate certified languages
- Council's prior delegation of authority to the Administrative Director to designate languages for certification does not include the authority to de-designate a certified language





# Certified vs. Registered

- A certified language: when candidates have demonstrated interpreting skills
- A registered language: when candidates have demonstrated functional language oral proficiency



# Designation of a Language as Certified

- Designated: Based on 5 year Language Need and Use Study
- Certified: Designated and Bilingual Interpreting Exam
- Registered: Any language that is not certified



# Current Designation Policy:

- Based on Gov. Code § 68562(a)
- Specifies criteria for designation of languages



# Criteria Per Gov. Code § 68562(a)

- The courts' needs as determined by language and interpreter need and use study;
- The language needs of non-English-speaking persons in the courts; and
- Other information the Judicial Council deems relevant



# Language Need and Interpreter Use Studies Include:

- Population/immigration trends
- Changes in courts' need
- Caseload
- Service day thresholds



# Number of Service Days as Threshold

- Established in 2010 Language Need and Interpreter Use Study
- Refined in the 2015 study
- Threshold: 1500-2000 days



# Action to be Taken by CIAP – Acknowledge Criteria for De-designation

A language will be de-designated based on:

- 1) The courts' needs as determined by the language and interpreter use and study;
- 2) The language needs of non-English-speaking persons in the courts; and,
- 3) Other information the council deems relevant



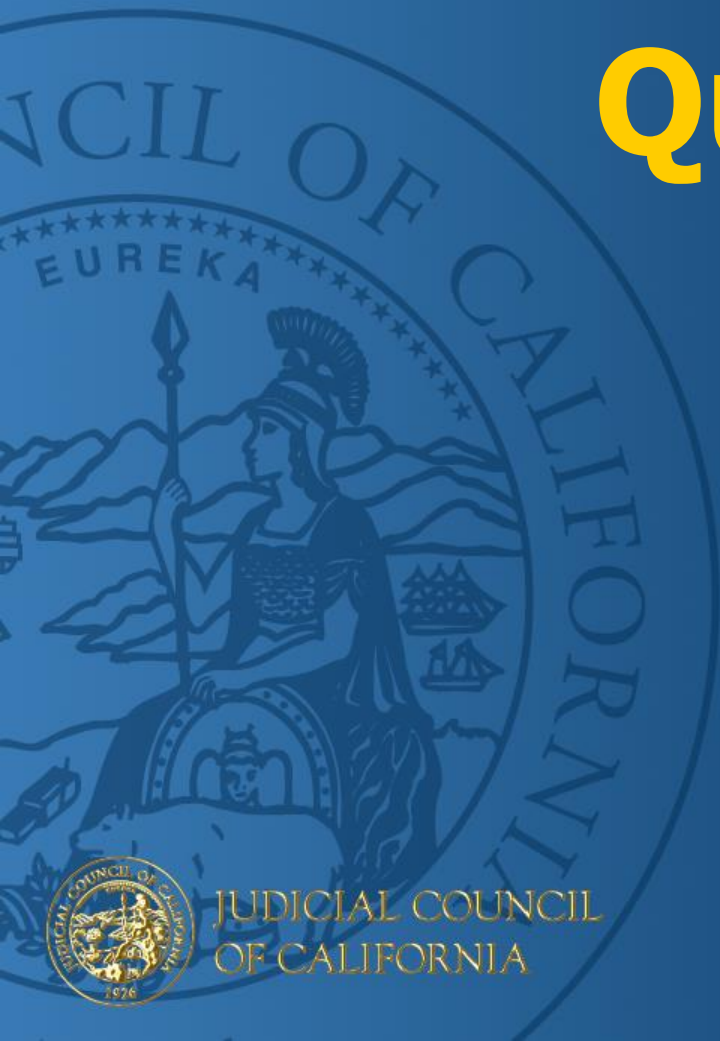
# Action to be Taken by CIAP – Delegation of Authority

- The Administrative Director should also have the explicit authority to de-designate a certified language





# Questions?



JUDICIAL COUNCIL  
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## Court Interpreter Data Collection System Enhancements

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The Court Interpreter Data Collection System (CIDCS) serves as the statewide court interpreter profile management system and is used to collect and maintain data on interpreter usage in the courts.

All certified and registered interpreters are listed within CIDCS, and interpreter profile information populates the Master List of Certified and Registered Interpreter on the California Courts website. As of July 1, 2018 a revised CIDCS platform was launched that eliminated duplicate records about interpreters, consolidating this information, creating a more robust and secure platform going forward. In addition, there were some changes to the Daily Activity Log (DAL) in terms of metrics and data coding.

The next phase of an enhanced CIDCS is the development of an Interpreter Web Portal that will allow interpreters to access CIDCS directly through a password protected website.

The interpreter portal is the most recent, and most significant modification to CIDCS. The portal will enable interpreters to alter their profiles on CIDCS, add continuing education and professional assignments, as well as directly enter their DAL information into the system.

This handout includes:

- Web Portal Log-in/ Profile entry page (2 pages)
- Current version of the DAL
- Webpage of the interpreter portal where DAL data entry will take place.

The portal is in the final stages of development. Beta testing of the portal by interpreter and court staff volunteers will begin this month. We do not have a “roll-out” date for the portal since beta testing may necessitate additional changes but we will make a go-live date known as soon as we are able.

# California Court Interpreter Web Portal

*Development Portal*

## Welcome to the Interpreter Portal.

If you have a login for this portal, please [sign in](#). If you do not, and believe that you should, please contact your Court Interpreter administrators at [cidcs@courtinfo.ca.gov](mailto:cidcs@courtinfo.ca.gov).

## Application availability

Due to the nightly backup of the Oracle database, this application will be unavailable daily from 10pm to 7am.

1

https://interpreterportal.jud.ca.gov/entry/login.cfm

### Sign In

User ID:

[Forgot My User ID](#)

Password:

[Forgot My Password](#)

**New User?**

[Register for an Account](#)

2

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Search

contact your Court Interpreter administrators at [cidcs@courtinfo.ca.gov](mailto:cidcs@courtinfo.ca.gov).

7am.

# California Court Interpreter Web Portal

Impersonating User: Testc testc [Change Password](#) [Log Off](#) [UAT Portal](#)

[Interpreter Information](#) [Add Daily Activity Log](#) [FAQ](#) [Change Impersonated Interpreter](#)

## Interpreter Information

Availability: Active

<b>Name:</b> Testc testc	<b>Certified/Registered</b>	<b>Non-Cert/Non-Reg</b>	<b>Current Photo</b>	<b>Compliance Years: 2020</b>
<b>Certification #:</b> Employee		Arabic, Tunisian		<b>Compliance</b>
<b>Registration #:</b> Calaveras				<input checked="" type="checkbox"/> <b>Ethics Workshop</b> (0)
<b>Status:</b>				<input type="checkbox"/> <b>Professional Assignments</b> (0)
<b>Employer:</b>				<input type="checkbox"/> <b>Cont. Ed (CIMCE)</b> (0) Credits
				Instructor Led: 0
				Non-Instructor Led: 0

Contact Information [EDIT](#)

3

[Display on the Master List \(Public Web site\)](#)

Counties [EDIT](#)

<b>Cell:</b>	No
<b>Home:</b>	No
<b>Work:</b>	No
<b>Fax:</b>	No
<b>Email:</b> peg.glosser@gmail.com	No

<b>Willing to work in</b>
Calaveras
Alpine

5

Address Information [EDIT](#)

4

<b>Resident County:</b> Calaveras
<b>Mailing Address:</b> , ,
<b>Residence Address:</b> , ,

Forty (40) professional assignments are required per compliance period. (Compliance box will display a check once 40 assignments are entered)

- "Professional Assignment" is defined as court-related interpreting performed on a specific date and corresponds to a specific case. Example: court-related assignments include depositions, deposition preparation sessions, administrative hearings, in-custody interviews, proffer sessions, witness conferences, probate department encounters, mediation or arbitration sessions, mock trials, immigration, adoptions.
- Completed Out- of -state court-related professional assignments are acceptable.
- Professional assignments must be completed during your current compliance periods.
- Assignments may not be carried over to next compliance period.

Did you complete 40 professional assignments during this compliance period?

(By selecting yes and clicking the save button I declare under penalty of perjury, under the state of California that the information provided is true and correct. I further understand I can be audited and may be required to provide details (assignment date, case name/#, case type, location) of the professional assignments I interpreted for. Failure to provide relevant details may result in the loss of my certification or registration status.)

Yes  No [Save](#)

6

No daily activity log for Testc testc

select county below [go](#)



# Add Daily Activity Log

Name:

Status: Employee Employer County: Los Angeles

Location:  1

Assignment Date:  2

Session:  AM  PM  Full Day  Night

Cross Assignment:  No  Yes

\* required fields

During the interpreter's time at the location entered above, did the interpreter perform any VRI or telephonic interpretations for a different court location?   3, proceed by entering assignments below.

#	*Language	*Classified As	*Case Type	*# of Cases	Case #	*Event Type	Event Details	*Method
4	Spanish	Certified	<input type="text" value="select"/>	<input type="text" value="0"/>	<input type="text"/>	<input type="text" value="Select"/>		<input type="text" value="In Person"/>
Click to add additional rows 5				Total # of Cases	<input type="text" value="0"/>			

## Expense/Payment Report

		Unusual Expenses	Notes
6	Interpreting Pay Rate: \$ <input type="text" value="0"/>	1 <input type="text" value="select reason"/>	<input type="text"/>
	Travel Time: \$ <input type="text" value="0"/>	2 <input type="text" value="select reason"/>	<input type="text"/>
	Miles: <input type="text" value="0"/> X 0.545 = \$ <input type="text" value="0"/>	3 <input type="text" value="select reason"/>	<input type="text"/>
	Unusual Expense Subtotal: \$ <input type="text" value="0"/>	4 <input type="text" value="select reason"/>	<input type="text"/>
	Total Payment: \$ <input type="text" value="0.00"/>	5 <input type="text" value="select reason"/>	<input type="text"/>

After clicking save, where do you want to go?  7

8