



JUDICIAL COUNCIL  
OF CALIFORNIA

COURT INTERPRETERS  
ADVISORY PANEL

[www.courts.ca.gov/ciap.htm](http://www.courts.ca.gov/ciap.htm)  
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**COURT INTERPRETERS ADVISORY PANEL (CIAP)**

**MINUTES OF OPEN MEETING**

June 10, 2020  
12:15 -1:15 p.m.  
Teleconference

**Advisory Body**  
**Members Present:** Hon. Brian L. McCabe, Chair, Mr. Hector Gonzalez, Vice-Chair,  
Hon. Teresa P. Magno, Mr. Gurinder Aujla, Ms. Claritza Callaci,  
Ms. Regina Coronado, Ms. Jennifer Dela Cruz, Mr. Hany Farag, Ms. Sharmen  
Gragirena Lewis, Ms. Carol Palacio, Ms. Mary Ann Ramirez, Ms. Violet  
Romero, Mr. Chris Ruhl, Ms. Tara Potterveld

**Liaisons Present** Hon. Anne Moorman, Dr. Cindy Van Schooten

**Judicial Council**  
**Staff Present:** Mr. Don Will, Mr. Douglas Denton, Ms. Claudia Ortega, Ms. Irene Balajadia, Ms.  
Elizabeth Tam-Helmuth, Mr. Juan Palomares, Ms. Valeria DaSilva-Sasser,  
Ms. Sonia Sierra Wolf

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**OPEN MEETING (CAL. RULES OF COURT, RULE 10.75(C)(1))**

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**I. Call to Order, Roll Call, and Opening Remarks**

The chair called the meeting to order at 12:17 p.m. and staff was asked to take roll call.

The chair called for a motion to approve the minutes from the March 10, 2020, meeting. A motion was made and was seconded. The minutes were approved as submitted and will be posted on CIAP's public website. A recording of the meeting will be saved for the record.

**II. Meeting Goals and Annual Agenda Process**

The chair provided an overview of the meeting goals:

1. Discussion of the impact on and adjustments made to court operations due to the COVID-19 pandemic; and,
2. Refocusing efforts on resuming the 2020 Annual Agenda projects, including the two subcommittee projects and the projects that the full membership will address.

**III. Impact of COVID-19**

Mr. Chris Ruhl spoke about his and Mr. Hector Gonzalez's participation on the Judicial Council's *Pandemic Continuity of Operations Working Group*. The working group compiled resources and best practices, which resulted in a resource guide for the courts to navigate operations during this challenging time, including safety measures for court personnel and visitors.

A handout on interpreter safety is under development and it will be translated into multiple languages. The handout will assist litigants with understanding the safety measures courts are taking. Courts are also utilizing various videoconference platforms, such as Zoom, BlueJeans, and Webex, as well as expanding telephonic appearances.

Some members shared their first-hand accounts regarding the impact of COVID-19 on the provision of interpreting services in the courts. Interpreters who offer services in several counties are quickly adapting to using different platforms, including working with remote technology. Some of the case types which utilize remote technology are dependency, family law, and traffic cases. The use of remote technology was seen as a positive experience, as it serves to keep both the interpreter and litigant safe.

To ensure safety in the courts, temperature and health checks are taken every morning upon arrival. Other safety measures in place are instituting calling in for appointments, cell phone systems provided if needed, widespread collaboration and coordination among staff, and the requirement to wear masks when in the courthouse.

#### **IV. Resuming CIAP's 2020 Annual Agenda Projects**

CIAP members were provided timelines with anticipated key deadlines for:

- The Language Access Subcommittee (LAS);
- The Professional Standards and Ethics Subcommittee (PSE); and,
- The review of Rule of Court 10.51, which provides the mandate for CIAP's membership categories.

The LAS will, as per recommendation #75 in *The Strategic Plan for Language Access in the California Courts* (adopted by the Judicial Council in 2015) will develop a policy and/or rule of court for an LEP court user's ability to request a waiver of interpreter services. CIAP has been directed to fulfill this recommendation. The policy and any needed forms and/or rules of court are projected to go into effect on January 1, 2022.

A couple of members raised concerns and questions regarding the need for a policy to waive a court-appointed interpreter. It is expected that such a waiver would be rarely invoked, but the policy or rule of court must ensure that any waiver of interpreter services is undertaken knowingly, intelligently, and voluntarily.

The concerns expressed were addressed by the chairs. A waiver will afford due process rights for litigants, similar to a litigant's ability to waive the right to an attorney.

The LAS, which is chaired by Judge Teresa Magno, will consider all perspectives and viewpoints in order to make an informed and considered recommendation to CIAP and subsequently to the council. To assist with the work, Judge Manuel Covarrubias has agreed to provide his expertise to the LAS and will be attending the meetings.

The PSE will develop recommendations for a legally defensible process to assess an interpreter's ability to interpret if a complaint alleging gross incompetence has been filed against him/her and the complaint is deemed to have merit. It is anticipated that PSE will

meet later in the summer to resume its work. The PSE is co-chaired by Ms. Mary Ann Ramirez and Mr. Chris Ruhl.

#### **V. Closing Remarks/Adjournment**

The chair thanked everyone for their participation. The next meeting is anticipated to be scheduled for early September.

There being no further business the meeting was adjourned at 1:15 p.m.

Approved by CIAP on: September 1, 2020