



JUDICIAL COUNCIL OF CALIFORNIA

LANGUAGE ACCESS PLAN
IMPLEMENTATION TASK FORCE

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LANGUAGE ACCESS PLAN IMPLEMENTATION TASK FORCE

MINUTES OF OPEN MEETING

May 6, 2016

12:00 p.m. to 1:00 p.m.

Business Meeting, via Conference Call

Advisory Body Members Present: Hon. Mariano-Florentino Cuéllar, Chair; Hon. Manuel Covarrubias, Vice-Chair; Ms. Naomi Adelson; Hon. Steven Austin; Mr. Kevin Baker; Hon. Terence Bruiniers; Ms. Tracy Clark; Hon. Jonathan Conklin; Hon. Janet Gaard; Ms. Ana Maria Garcia; Ms. Janet Hudec; Ms. Joann Lee; Hon. Miguel Márquez; Ms. Ivette Peña; Hon. Jonathan Renner; and Ms. Jeanine Tucker

Advisory Body Members Absent: Hon. Michelle Williams Court, Ms. Susan Marie Gonzalez, Hon. Dennis Hayashi, Ms. Oleksandra Johnson, Mr. Michael Roddy, Dr. Guadalupe Valdés, Mr. José Varela, Hon. Brian Walsh, and Hon. Laurie Zelon

Others Present: Mr. Patrick Ballard, Mr. Douglas Denton, Mr. Mark Dusman, Ms. Linda Foy, Ms. Diana Glick, Ms. Leah Rose-Goodwin, Ms. Bonnie Hough, Ms. Olivia Lawrence, Ms. Cristina Llop, Mr. Bob Lowney, Ms. Anne Marx, Ms. Jenny Phu, Ms. Jacquie Ring, Mr. Victor Rodriguez, and Ms. Elizabeth Tam-Helmuth.

OPEN MEETING

Call to Order and Roll Call

The Task Force Chair, Supreme Court Associate Justice Mariano-Florentino Cuéllar, called the meeting to order at 12:00 p.m. and welcomed everyone to the meeting of the Language Access Plan (LAP) Implementation Task Force (ITF or Task Force), including individuals from the public listening in. Roll was taken.

Approval of Minutes

The Task Force unanimously approved the January 27, 2016 meeting minutes. In addition, those Task Force members who were present at the March 22, 2016 Community Outreach meeting unanimously approved the March 22nd meeting minutes.

POSSIBLE LANGUAGE ACCESS PLAN IMPLEMENTATION PRIORITIES FOR A BUDGET CHANGE PROPOSAL FOR FISCAL YEAR 2017-18 [POSSIBLE ACTION ITEM]

Justice Cuéllar shared that the Governor's proposed budget for 2016-17 includes an additional \$7 million, ongoing, to support interpreter expansion into all civil matters. Additional funding is

still needed for the Task Force to adequately fulfill statewide expansion of language access services.

The process for the Budget Change Proposal (BCP) for Fiscal Year 2017-18 has begun. The LAPITF staff is working with the Task Force subcommittee chairs and lead staff to develop possible draft general concepts for consideration for the BCP. We appreciate all of the input from Task Force members and other stakeholders. Many of those suggestions have gone into the preparation of the draft BCP budget concept document that was sent out to Task Force members this week.

Due to internal deadlines, including submission of our Task Force concepts to the council's Finance Office on May 10, we need to review and discuss the draft concepts for the FY 2017-18 BCP. In the coming months, there will be sufficient time to review and refine whichever FY 2017-18 concepts we decide today to move forward with, and our Task Force staff will work to develop each and every one of these concepts into the full BCP for FY 2017-18 (which, following approval by the Judicial Council in August 2016, is submitted to the Department of Finance in September 2016).

In response to member feedback, Justice Cuéllar identified eight budget concept items and recommended prioritizing them in the following order: (1) a statewide recruitment initiative for qualified bilingual staff and court interpreters; (2) administrative support and non-VRI equipment to help support language access expansion; (3) a training and signage grant program; (4) standards development and training for bilingual staff and court interpreters; (5) video remote interpreting (VRI) pilot implementation and support; (6) form translation and multilingual videos; (7) development and maintenance of a living toolkit; and (8) monies for the Implementation Task Force.

Judge Austin noted that he is impressed with the development of the BCP concepts at the subcommittee and Task Force level. At this time, the Task Force's Budget and LAP Monitoring Subcommittee does not recommend that the Task Force submit a FY 2017-18 request for additional court interpreter monies for the Trial Court Trust Fund (TCTF) Program 0150037 fund (previously identified as Program 45.45 fund), due to the current surplus and the anticipated additional \$7 million funding submitted by the Governor for FY 2016-17. The additional FY 2016-17 funds are to help the courts with interpreter costs due to the ongoing civil expansion. Judge Austin suggested that we wait one year to determine progress in expansion efforts and assess how quickly TCTF Program 0150037 funds are spent. By next year, we can re-evaluate if additional money in the fund is needed.

Each of the possible draft BCP concept items for FY 2017-18 were explained, in order of prioritization, by Judge Austin, Judge Covarrubias and Justice Cuéllar:

1. Statewide Recruitment Initiative for Qualified Bilingual Staff and Court Interpreters.

- Funding is requested for pipeline development of court interpreters and bilingual staff.

- We will develop curriculum and internship programs. Workshops will be conducted for near-passers of certification exams, and for experienced interpreters from other interpreting fields.
- Proposed amount: The Judicial Council requests \$670,000 in funding (\$460,000 in ongoing monies) in fiscal year 2017-18, and an additional \$620,000 (including \$460,000 ongoing) in fiscal year 2018-19.

2. Administrative support and equipment (non-VRI) to help support courts' language access expansion

- This funding would support courts' added costs related to the administration of approximately \$102,768,000 in court interpreter services anticipated for FY 2016-2017 in the TCTF Program 0150037.
- Funding would pay for services such as court interpreter supervision, coordination or scheduling of staff, translation, bilingual pay-differentials, signage, or language access-related equipment.
- Proposed amount: \$4,346,000, of which \$696,000 is one-time, to cover costs for all 58 courts.

3. Training and Signage Grant Program for Trial Courts

- This funding would support training for interpreters on civil cases and remote interpreting, and appropriate signage and way finding throughout the courthouses.
- Interpreter training is a priority, including a potential need to request funding to develop a statewide civil training course for interpreters.
- Proposed amount: \$1.5 million ongoing.

4. Standards and Training for Bilingual Staff and Court Interpreters

- Funding will be used for assessing and training bilingual court staff and court interpreters.
- A contractor will create an online training program for bilingual staff and update the existing online orientation training for existing court interpreters.
- Proposed amount: \$148,500 (approximately \$132,500 in one-time funds and \$16,000 ongoing).

5. Video Remote Interpreting (VRI) Spoken Language Pilot Implementation and Support.

- The funding will support the implementation and evaluation of a VRI pilot project.
- While total funding has not yet been determined, a staffing allocation is necessary for the success of a pilot project.
- Proposed amount: \$347,488 for the establishment of 2.9 FTEs to provide VRI program management and technology support.

6. Form Translation and Multilingual Videos

- Funding will support the translation of forms and notices and the creation of multilingual standardized videos for high volume case types.
- Proposed amount: \$646,675 for FY 2017-18; \$406,450 for FY 2018-19.

7. Development and Maintenance of Language Access Toolkit

- Funding is requested for the development and maintenance of the Language Access Toolkit, including adding sections for the top eight languages in California.
- Proposed amount: The Judicial Council requests \$129,051 in funding; \$24,075 in one-time funding for contractor assistance to build out the site; and \$104,976 in ongoing monies.

8. Implementation Task Force

- Funding would support the efforts of the Task Force, including monies for one or more consultants to assist the Task Force.
- Proposed amount: The Judicial Council is requesting a General Fund augmentation of \$328,000 for fiscal year 2017-18 and fiscal year 2018-19 to support the ongoing efforts of the ITF.

We discussed the need to request separate funding to develop and implement a civil course for court interpreters. (Staff shared that an estimated \$95,000 in one-time funding can be requested to develop curriculum and tools and provide introductory on-site workshops for the current interpreter pool.) Staff will add and include a separate request for funding for this item with the other items to be included in the draft BCP concept package.

Action Taken: Motion and second to accept and approve the eight budget concept items in the order of prioritization for a FY 2017-18 BCP. The Task Force members present were unanimously in favor; none opposed.

(Note: Following this meeting, the eight concepts will be submitted to the Judicial Council Finance Office, before submittal to internal committees for review and approval.)

CLOSING AND ADJOURNMENT

The LAPITF staff will prepare the draft budget concepts and share a list of the revised budget concepts with the Task Force. Over the next several months, we will shepherd the concepts through the Judicial Council's approval process. If Task Force members have any questions about the BCP process, they should feel free to contact the chairs or Judicial Council staff.

There being no further business, the meeting was adjourned at 1:00 p.m.

Approved by the advisory body on May 20, 2016.