



# JUDICIAL COUNCIL OF CALIFORNIA

ADVISORY COMMITTEE ON PROVIDING  
ACCESS AND FAIRNESS

[www.courts.ca.gov/accessfairnesscomm.htm](http://www.courts.ca.gov/accessfairnesscomm.htm)  
[accessfairnesscomm@jud.ca.gov](mailto:accessfairnesscomm@jud.ca.gov)

## ADVISORY COMMITTEE ON PROVIDING ACCESS AND FAIRNESS

### MINUTES OF OPEN MEETING WITH CLOSED SESSION

April 15, 2021

12:15-1:15 p.m.

By Conference Call

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**Advisory Body****Members Present:**

Hon. Luis Lavin, Hon. Kevin Brazile, Hon. Sue Alexander (Ret.), Kim Bartleson, Gina Cervantes, Hon. Manuel Covarrubias, Hon. Mark Cullers, Hon. Mary Greenwood, Janet Hudec, Hon. Victoria Kolakowski, David Levin, Hon. Elizabeth Macias, Hon. Lia Martin, Sasha Morgan, Hon. William Murray, Jr., Julie Paik, Hon. Mickie Reed, Hon. Sergio Tapia, Hon. Bobbi Tillmon, Hon. Terry Truong, Hon. Erica Yew.

**Advisory Body****Members Absent:**

Gurinder Aujla, Ana Maria Garcia, Mary Hale, Michael Planet, Michael Powell, Hon. Victor Rodriguez, Janice Schmidt, Hon. Juan Ulloa, Twila White.

**Others Present:**

Irene Balajadia, Lisa Chavez, Charli Depner, Diana Glick, Bonnie Hough, Andi Liebenbaum, Linda McCulloch, Danielle McCurry, Amanda Morris, Catherine Ongiri, Hon. Michael Sachs, Elizabeth Tam, Greg Tanaka

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**OPEN MEETING****Call to Order and Roll Call**

The chair called the meeting to order at 12:15 p.m. Quorum achieved.

Judge Kevin Brazile formally welcomed Hon. Michael Sachs to the committee as a liaison from the Trial Court Presiding Judges Advisory Committee.

Judge Brazile also congratulated Michael Planet on his upcoming retirement in May and thanks him for his service on the committee.

**Approval of Minutes**

The committee approved the meeting minutes from the February 18, 2021 meeting. Motion to approve by Kim Bartleson and seconded by Judge Bobbi Tillmon. Motion carries.

The committee approved the meeting minutes from the March 15, 2021 meeting with two amendments: the year is to be changed from 2020 to 2021 and Judge Sergio Tapia is to be marked present. Motion to approve by Judge Lia Martin and seconded by Judge Mark Cullers. Motion carries.

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**DISCUSSION AND POSSIBLE ACTION ITEMS (ITEMS 1-4)**

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**Item 1**

**2021 PAF Annual Agenda**

Presenter: Judge Kevin Brazile

The 2021 Advisory Committee on Providing Access and Fairness Annual Agenda was approved by the Judicial Council Executive and Planning Committee on March 11, 2021. Two new upcoming projects were highlighted: Model Translation Guidelines for the Courts and the Racial Justice Working Group. The Model Translation Guidelines will be led by the Language Access Subcommittee and consists of the development of model translation guidelines to assist the courts. Specific guidance will be provided on the translation of local forms, vital documents and web content (i.e., court websites) to ensure that content is accurately translated for Limited English Proficient (LEP) court users. The Ad Hoc Racial Justice working group is exploratory and will gather information on branch wide efforts on Racial Justice and will work with stakeholders in promoting those activities. The working group will also consider if recommendations should be made to this committee regarding additional branch wide efforts. The cochair solicited volunteers for the working group. Staff will request additional volunteers from the committee and confirm the members of the working group via email.

**Item 2**

**2021 Advisory Committee Nominations**

Presenter: Judge Kevin Brazile

The committee members were updated on the 2021 Advisory Committee nominations process. The open period closed on April 9, 2021. There are 9 vacancies on this committee.

**Item 3**

**Language Access Services Update**

Presenter: Elizabeth Tam-Helmuth

Staff shared following PAF's approval of the revised Video Remote Interpreting Guidelines on March 15, the guidelines were approved by the Information Technology Advisory Committee (ITAC) on March 24, and by the Technology Committee on April 12. The revised VRI guidelines will next go to the Judicial Council for review and approval at its May meeting. The Language Access Services team in collaboration with Information Technology staff will continue to develop resources and best practices to support the courts and court users regarding the appropriate use of VRI. Language Access Services has contracted with the National Center for State Courts to develop VRI online training modules for judges, court staff and court interpreters. Staff also plans to develop infographics and short videos for LEP court users regarding the use of VRI in the courts.

Staff also provided an update on the launch of the public outreach campaign. The first educational webinar session was held on March 17 via Zoom, and there were about 375 participants. The topic was language access services in the courts and recent innovations, especially during the COVID-19 pandemic. Judge Rodriguez served as moderator and panelists from this session were from Alameda Superior Court, Santa Barbara Superior Court, and the New

Mexico Administrative Office of the Courts. The second webinar session will take place on April 22nd and it will be a justice partner and community organization panel on language access.

The third and last webinar session will take place on May 13th. and this panel will discuss the multilingual educational materials located on the online Language Access Toolkit, which are designed to educate LEP court users about common court processes. After the webinars, staff plans to conduct direct outreach to stakeholders on how to access the multilingual materials. This summer, staff will conduct paid placement/media buys with ethnic media outlets to distribute the multilingual materials on the Toolkit.

For the FY 2020-21 Signage and Technology Grants, staff shared last month the Judicial Council approved the contingency funding awards and remaining funding from technology to support the Court Modernization grant funding for VRI court projects. Staff is developing the grant application for the FY 2021-2022 cycle and plans to launch the next cycle at the end of this month. A report will be developed this year that summarizes and highlights the FY 2019-20 Cycle 1 projects.

#### **Item 4**

##### **Judicial Diversity Toolkit Update**

Presenters: Judge Kevin Brazile and Catherine Ongiri

The Los Angeles County Superior Court Judicial Mentorship Program kicked off last month. Brown bag with LA county bar to talk about the program. Additional events are scheduled in Los Angeles to announce the program.

The Judicial Diversity Summit occurs every five years and the next summit will occur in September 2021. Leading up to the summit, the Judicial Council is co-sponsoring a number of activities including a *Pathways to the Bench* event May 11 focused on attorneys in the Inland empire. Opening remarks will be made by the Presiding Judges in San Bernardino and Riverside County Superior Court. The next *Pathways to the Bench* program will be in the Central Valley in July.

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## **I. ADJOURNMENT**

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### **Adjourn to Closed Session**

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## **II. CLOSED SESSION**

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### **Approval of Minutes**

The committee approved the closed portion of the February 18, 2021 meeting minutes. Motion to approve by Judge Bobbi Tillmon and seconded by Judge Elizabeth Macias. Motion carries.

#### **Item 1**

##### **Legislative Update**

*Cal. Rules of Court, Rule 10.75 (D)(10)*

Presenter: Andi Liebenbaum

**III. ADJOURNMENT**

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There being no further business, the meeting was adjourned at 1:07 p.m.

Approved by the advisory body on June 17, 2021.