



JUDICIAL COUNCIL OF CALIFORNIA

ADVISORY COMMITTEE ON PROVIDING
ACCESS AND FAIRNESS

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ADVISORY COMMITTEE ON PROVIDING ACCESS AND FAIRNESS LANGUAGE ACCESS SUBCOMMITTEE

MINUTES OF OPEN MEETING

April 05, 2022
12:15 p.m. – 1:15 p.m.

Advisory Body Members Present: Hon. Victor A. Rodriguez, Chair, Hon. Manuel J. Covarrubias, Ms. Janet Hudec, Hon. Richard Y. Lee, Mr. David Levin, Hon. Louis R. Mauro, and Ms. Fariba Soroosh

Advisory Body Members Absent: Ms. Julie Paik

Others Present: Ms. Lisa Chavez, Mr. Douglas Denton, Ms. Eunice Lee, Ms. Cathy Ongiri, Ms. Josephine Roberts, Ms. Esther Vang, Ms. Jannie Scott, Ms. Amy Hammond, Ms. Jacquie Ring, Ms. Elizabeth Tam-Helmuth, Ms. Charli Depner and Mr. Don Will

OPEN MEETING

Call to Order and Roll Call

The chair called the meeting to order at 12:15 p.m., and staff took roll call.

Approval of Minutes

The Subcommittee reviewed and approved the minutes of the October 07, 2021, meeting.

INFORMATIONAL ITEMS (ITEMS 1–3)

Item 1: Update from Language Access Subcommittee Chair

Chair Justice Victor Rodriguez introduced new staff, Senior Analyst Ms. Jannie Scott, who is responsible for leading data collection in the Court Interpreter Data Collection System (CIDCS) and other data analytics projects, and Analyst Ms. Esther Vang, who is responsible for leading Judicial Council translations. He also acknowledged Ms. Amy Hammond, an attorney in the Center for Judicial Education and Research, who is the education liaison to PAF.

Item 2: 2021 and 2022 Language Access Project Updates

Ms. Lisa Chavez, Supervising Analyst of Language Access Services, provided updates on three separate projects.

1. *Model Translation Guidelines (2021 project)* is currently in progress and will be shared with the Subcommittee later this year.

2. *Language Access Data Analytics* will replace the annual language access survey. The data analytics tool aligns with the branch-wide data analytics framework.
3. *Signage and Technology Grants Program*, FY 2022-2023, Cycle 4 will launch this Spring/Summer.

Senior Analyst Ms. Eunice Lee, who is responsible for leading the Video Remote Interpreting (VRI) Program, provided an update on preparation of draft materials to support participation by limited English proficient (LEP) court users in remote proceedings. The goal is to support implementation of remote access by providing LEP court users with multilingual instructional materials (infographics and videos) in their language on how to prepare for and participate in remote proceedings.

Attorney Ms. Diana Glick provided an overview of the Bench Card, Working with Court Interpreters, which was developed by the Language Access Plan Implementation Task Force in 2017. The goal is to revise the bench card to update information for judges on appointment of interpreter in civil matters, provide information regarding waiver of an interpreter by LEP court users, and provide guidance on appropriate use of technology when conducting remote hearings that require language assistance.

Item 3: Rule 1.300 Findings and Strategies by the National Center for State Courts (NCSC)

The National Center for State Courts' Principal Consultant, Ms. Jacquie Ring, provided a presentation (which is included in meeting materials) on the 2021 annual agenda project to identify possible strategies and solutions to assist with the implementation of Rule 1.300 (language assistance in court-ordered programs and services).

A D J O U R N M E N T

There being no further business, the meeting was adjourned at 1:10 p.m.

Approved by the Language Access Subcommittee on October 6, 2022.