



Judicial Council of California

Advisory Committee on Providing
Access & Fairness

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ADVISORY COMMITTEE ON PROVIDING ACCESS AND FAIRNESS LANGUAGE ACCESS SUBCOMMITTEE

MINUTES OF OPEN MEETING

August 22, 2024

12:15 p.m. – 1:15 p.m.

Advisory Body Members Present: Hon. Victor A. Rodriguez, Chair, Hon. Amy Guerra (ITAC Liaison), Ms. Shirley Luo, Ms. Julie Paik, and Ms. Fariba Soroosh

Advisory Body Members Absent: Hon. Richard Lee

Others Present: Ms. Irene Balajadia, Mr. Douglas Denton, Ms. Tatjana Gruner, Ms. Eunice Lee, Mr. Russell McGregor, Ms. Elizabeth Tam-Helmuth, Ms. Aggie Wong, and Ms. Charina Zalzos

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 April 2, 2024, meeting.

INFORMATIONAL ITEMS (ITEMS 1–3)

Info 1: Update from Language Access Subcommittee Chair

Justice Rodriguez shared today's meeting focuses on the 2024 language access projects and a presentation by staff on highlights of results from the 2023 Language Access Data Tool. He shared on July 23, he met with Language Access Services staff to check in on various language access projects, including several key language access initiatives in works: 1. Developing additional Video Remote Interpreting (VRI) webinars and trainings, to support courts in their ongoing efforts to leverage technological solutions to help meet their interpretation needs; 2. Helping to increase the number of court interpreter employees in the state through the California Court Interpreter Workforce Pilot Program; and 3. Developing credentialing requirements for American Sign Language (ASL) generalist interpreters, to help expand the pool of ASL interpreters working in the courts.

Justice Rodriguez welcomed Judge Amy Guerra, new liaison to the Information Technology Advisory Committee. Today is Judge Guerra's first meeting with the PAF Language Access Subcommittee in her new role.

Info 2: Review 2024 Language Access Projects

Principal Manager Douglas Denton and Senior Analyst Elizabeth Tam-Helmuth reviewed the status of the three language access projects:

1. **Develop Training for Court Staff on Appropriate Use of Machine Translation Tools**
Judicial Council staff from the Center for Families, Children & the Courts (CFCC) and Information Technology (IT) is working with the National Center for State Courts (NCSC) to develop training webinars and visual handouts for court staff (Language Access Representatives, Self-Help Center staff, and court clerks). The training will focus on the California Courts Translator application, which provides real-time voice-to-text (VTT) transcription and translation services to support language access. A video was shown to demonstrate how the California Courts Translator tool is used. As part of the project, the NCSC plans to conduct landscape review and research on use of VTT tools. The training will be conducted in Spring 2025 and the NCSC will provide a presentation to the subcommittee at the conclusion of the project.

2. **Public Outreach for the Online California Courts Self-Help Guide**
The new language drop down menu on the Self-Help Guide is in its final stages of development and will house public outreach multilingual materials, in the top eight languages in the state. These materials include printed infographic materials, videos, and public service announcements, to help LEPs understand if they need an interpreter, how to request an interpreter for court, and basic information about court processes. Also included are materials for LEPs on how to participate in remote hearings and information to file language access and interpreter complaints. Once the language pages and drop-down menu are published on the SHG site, staff will conduct outreach to courts and stakeholders.

3. **Language Access Signage and Technology Grants, Fiscal Year 2024-25, Cycle 6**
The draft recommendations and proposed allocations for the Signage and Technology Grants, FY 2024-25, Cycle 6 will go to the Judicial Council for approval at its meeting on September 20. The Cycle 7, FY 2025-26 Grants will launch in Spring 2025.

Info 3: New Language Access Services Webpages Presentation

Senior Analyst Aggie Wong provided a presentation on highlights of results from the 2023 Language Access Data Tool, which was completed by 57 superior courts and covers information in FY 2022-23 and estimated needs for FY 2023-24. Data collected from courts included key findings on language access services complaints, language access needs, interpreter hiring and recruitment, interpreter compensation, and hybrid proceedings.

A D J O U R N M E N T

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

Approved by the advisory body on March 27, 2025.