

## Language Access Task Force Meeting Minutes

February 8, 2019

1. **Attendance:** Co-Chair Hon. Jose Salinas, Co-Chair Hon. Lakshmi Reddy, Stephanie Ritchie, Kathleen Casey, Maria Wildridge, Marina Waters, Amiee Korolev, Peter Robbins, Enrica Ardemagni.  
Liaison: Chief Justice Dickson (ret.)  
Staff: Lun Pieper
2. The October meeting minutes was discussed. Enrica move to amend item number 3.c. Peter second the motion and all agreed.
3. Lun Pieper updated the Task Force on the LAP. Graphs were added. After incorporating changes and NCSC's final review, Lun will forward the LAP for the Chief Justice's review and approval. Discussions were held on the launch of this LAP. Lun will contact Kathryn Dolan for assistance with contacts and messaging to the public once the LAP is approved.
4. **Working Group Updates:**
  - a. Best Practices: Aimee reported this group will work on best practice for attorneys representing LEPs in a form of either motion and/or education documents. Peter Robbins joins this working group.
  - b. Communications/Outreach: Katy is moving out of state and will need a replacement. Discussions regarding outlets for announcing the LAP include Indy Star, Indiana Lawyer and the Indiana State Bar. Lun will contact Kathryn Dolan's team on the best method to message and announce the LAP once approved.
  - c. Court Interpreter Certification Program: Maria reported the complaint process in the Code of Conduct and discussed the different modes of interpretation required in court.
  - d. Research and Data Collection: Marina reported on the existence of additional data from various agencies. Task Force discussed that these data could be used in the implementation stages.

- e. Technology: No report from this working group. Stephanie brought a potential member well-versed with technology. Lun will follow up with Stephanie.
5. Next Meeting date Friday 4/12/19 at noon. Note: December 14<sup>th</sup> meeting was cancelled.

## Language Access Advisory Committee Meeting Minutes

Friday, Aug. 9, 2019

1. Attendance: Co-Chair Hon. Jose Salinas, Co-Chair Hon. Lakshmi Reddy, Hon. Marshelle Broadwell, Rhonda Marcum, Mike Moore, Peter Robbins, Kelly Rota, Doneisha Posey, Maria Wildridge, Stephanie Ritchie, Amiee Korolev, Enric Mallorqui-Ruscalleda.

Staff: Lun Pieper

2. Lun went over the formation and tasks of this Committee under AR 4 and the past work of its predecessor, Language Access Task Force. Judge Reddy said a lot of hard work was put into LAP development, and now Committee members need to put in the hard work of implementing this statewide.
3. The Language Access Plan (LAP) was approved by the Judicial Board of Directors in May of 2019. The next step is to work on its implementation statewide. The main goal of the local LAP is for everyone in the state to abide by the same policy, to ensure we follow the federal and state rules and that we are doing the right thing.
4. Judge Reddy stated that currently, the LAP is available to judges (not to the public) to give judges a chance to review and to familiarize prior to opening it up to the public. The Statewide LAP is a very aggressive plan, but we want to meet counties where they are, so they know where they are now, and where they will be in the next 3 years or 5 years.
5. Tentative timelines on LAP Implementation are 1) a short PSA at the Annual Fall Judicial Conference in September by Co Chairs; 2) to receive a draft template from NCSC by September, 2019 and to have the final template by December 2019 and 3) to present the "nuts & bolts" of LAP template at the Spring Judicial Conference in April, 2020.
6. NCSC assists Indiana with developing the local LAP template and the recruitment and outreach plan for Indiana, to help us recruit candidates for the Court Certified Interpreters Program and to help with outreach to the community regarding the local LAP implementation.
7. Judge Salinas asked that the presentation that Lun and he did at the Judicial conference in 2018 is send to everyone because of the very useful information in the slides that members can learn from.
8. Members discussed the need to identify pilot counties for local LAP implementation, using the Court Interpreter Grant recipients list. Members also discussed that local counties will have an

ongoing requirement to update the plan based on demographic or other changes. Members discussed the need for LAP template to be as close to perfect as it can be.

9. The Language Access Advisory Committee will have two Workgroups: LAP Implementation and Recruit and Outreach Workgroup led by Co Chair Judge Reddy and VRI Initiative and Translation Protocol Workgroup led by Judge Salinas.
10. Lun gave an overview of Indiana's VRI initiative. A couple of live demonstrations were held at Marion County with the current vendor, in 2019. After several issues pop up, plus, with the lack of usage by all five pilot counties, the VRI initiative need to take a step back to re-evaluate the whole process. Cybersecurity experts and technology teams were brought in to evaluate its security issues, especially after two counties fell victim to ransomware attacks. Once all evaluation is complete, the VRI workgroup will have to tackle piece by piece to ensure that Indiana has the best possible solution to the video remote interpreter needs. Members also discussed the various technology used for the deaf and hard of hearing court users and the need to ensure that everything is recorded. Lun discussed other states, such as California courts, efforts with VRI initiatives.
11. For the Translation Protocol, members discussed the need to have a thorough, comprehensive and unified translation protocol to ensure that all vital documents in foreign languages are consistent throughout the state. To that end, the workgroup will explore working with CCA on the documents that will be posted online to have it in different languages.
12. Workgroup members were assigned as follows:
  - LAP Implementation, Recruit and Outreach Workgroup:**  
Lead: Judge Reddy. Members: Peter; Doneisha; Kelly; Maria; Aimee
  - VRI Initiative and Translation Protocol Workgroup:**  
Lead: Judge Salinas. Members: Judges Crawford and Broadwell; Stephanie; Mike; Rhonda; Enric; Maria (translation protocol)
13. Next Workgroup telephonic meetings: August 23 and October 4, 2019 12:00PM to 1:00PM
14. Next Committee in-person meeting: Friday November 8, 2019 12:00pm – 2:00 PM
  - a. 1<sup>st</sup> hour: Workgroup Breakout meeting
  - b. 2<sup>nd</sup> hour: Full Committee meeting