

# COURT INTERPRETER PROGRAM ADVISORY COMMITTEE

**November 2, 2018**  
12:00 p.m. to 3:00 p.m.  
State Courts Building  
1501 W. Washington, Phoenix, AZ 85007  
Conference Room 230

**APPROVED**  
**March 8, 2019**

---

**Present:** Judge Don Taylor; Ms. Diane Culin; Mr. Alfred Gonzalez; Mr. Juan Pablo Guzman; Judge Danielle Viola.

**Telephonic:** Mr. Juan Carlos Cordova; Ms. Kathy Schaben; Judge Catherine Woods.

**Absent/Excused:** Ms. Margarita Bernal; Judge Anna Huberman.

**Presenters/Guests:** Mr. Scott Loos

**Administrative Office of the Courts:** Ms. Cathy Clarich; Ms. Kelly Gray; Mr. David Svoboda.

---

## **I. CALL TO ORDER**

### **A. Welcome and Opening Remarks**

The November 2018 meeting of the Court Interpreter Program Advisory Committee was called to order by the Honorable Don Taylor, Chair, at 12:02 p.m. The Chair asked for Committee member roll call and introductions of staff and guests.

### **B. Approval of the June 29, 2018 Minutes**

The draft minutes from the June 2018 meeting of the Court Interpreter Program Advisory Committee were presented for approval. The Chair called for any corrections to the minutes; there were none.

- Motion was made by Mr. Juan Pablo Guzman to approve the June 29, 2018 minutes of the Court Interpreter Program Advisory Committee. Seconded by Ms. Diane Culin. Motion passed unanimously.

## **II. REGULAR BUSINESS**

### **A. ACICP Update**

Mr. David Svoboda, in his role as the AOC Language Access Coordinator, provided an update on the Arizona Court Interpreter Credentialing Program (ACICP). The group discussed recent exam matters, statistical information, and the remainder of the 2018 exam calendar.

Pass rates for all exam types continue to trend downward. ACICP hopes to engage more interpreters and facilitate candidate development by offering one- and two-day training programs for the English Written Exam, OPI and Oral Court Interpreter Exam in 2019.

### **B. A.O. 2016-02 Court Staff Credentialing Deadline**

Mr. David Svoboda, in his role as the AOC Language Access Coordinator, discussed the current credentialing status of staff interpreters across the state, and the formation of a new CIPAC workgroup to provide recommendations on a possible extension of the staff credentialing deadline established by Administrative Order 2016-02. Available information shows a substantial number of staff that courts currently use to interpret in court have not yet earned the Tier 3 credential.

During the 2018 Court Interpreter Coordinator Summit in August 2018, AOC engaged in a conversation with the participants about the challenges faced by courts regarding the upcoming credentialing deadline. Most summit participants expressed a desire for an extension of the deadline.

Additionally, Ms. Diane Culin, in her role as a member of the Arizona Association of Superior Court Administrators, presented recommendations for AASCA, which also requests an extension of the deadline.

Based on the foregoing, preliminary discussion was held regarding recommendations for a deadline discussion.

- Motion was made by Ms. Kathy Schaben to form a workgroup to form recommendations on a possible extension of the staff interpreter credentialing deadline. Seconded by Mr. Juan Pablo Guzman. Amended by Judge Don Taylor to mandate that the group's work be completed by January 18, 2019. Motion passed unanimously.

#### **Workgroup Members:**

- Judge Don Taylor
- Ms. Diane Culin
- Mr. Scott Loos

- Ms. Kathy Schaben
- Two limited-jurisdiction court representatives
  - Ms. Laurie Allen (Kingman Justice Court) as Ms. Crystal McCreery (Goodyear Municipal Court) were later invited to serve on the workgroup.

### **C. 2018 Court Interpreter Coordinator Summit**

Ms. Diane Culin briefed the Committee on the August 2018 annual Court Interpreter Coordinator Summit.

The Summit was attended by about 50 court administrators, court interpreter coordinators, and lead interpreters. Activities were well received by participants and included several breakout sessions. A variety of topics were discussed, including “Funding for Language Access Services in Your Court,” “How Are You Preparing Your Staff for ACICP Exams,” and “Roles of Bilingual Staff in Your Court.”

Mr. Svoboda suggested that CIPAC become the primary organizer of this annual event. The Committee’s collective knowledge, skills, and experience would be valuable in organizing summits in future years.

- Motion was made to create a workgroup to help plan the annual Court Interpreter Coordinator Summit in 2019 and future years. Seconded by Ms. Diane Culin. Motion passed unanimously.

#### **Workgroup Members:**

- Mr. Alfred Gonzalez
- Ms. Kelly Gray
- Additional members from the court community to be determined at a later date

### **D. “Preference” Guidance Workgroup Update**

Mr. Scott Loos, in his role as a workgroup member, reviewed the progress of the A.O. 2016-02 “Preference” Guidance Workgroup. The group finalized the draft document and the AOC Legal Services Office reviewed the document since the last meeting of CIPAC. The AOC Legal Services Office recommended removing Appendix 3.

- Motion was made to recommend that the AOC adopt the draft guidance document with the removal of Appendix 3. Seconded by Mr. Juan Pablo Guzman. Motion passed unanimously.

### **E. 2019 CIPAC Meeting Dates**

Mr. David Svoboda, in his role as the staff to the Committee, presented the proposed 2019 CIPAC meeting dates. Proposed dates included:

- March 8, 2019
  - August 16, 2019
  - November 1, 2019
- Motion was made by Mr. Juan Pablo Guzman to adopt the proposed 2019 dates as presented. Seconded by Ms. Diane Culin. Motion passed unanimously.

### **III. CALL TO PUBLIC**

#### **A. Good of the Order/Call to the Public**

The Chair asked the Committee if there were any other matters to discuss and made a call to the public. Some topics were brought up for the good of the order.

Mr. Alfred Gonzalez discussed the issue of rates for contract and staff interpreters, and potential impacts of the credentialing program. This topic will be addressed at a future meeting of the Committee.

Ms. Diane Culin discussed the need to foster communication between interpreter coordinators throughout the state. The Committee will continue to look at options to address this need.

Ms. Cathy Clarich spoke about the ongoing collaboration efforts between ACICP and Pima Community College. The Committee will discuss this topic at a future meeting.

### **IV. ADJOURNMENT**

#### **A. Adjourn**

The meeting was adjourned at 2:16 p.m.

### **V. NEXT COMMITTEE DATE**

March 8, 2019  
12:00 p.m. to 3:00 p.m.  
State Courts Building, Conference Room 230  
1501 W. Washington St., Phoenix, AZ 85007