

# COURT INTERPRETER PROGRAM ADVISORY COMMITTEE

**March 10, 2017**

12:00 p.m. to 3:00 p.m.

State Courts Building

1501 W. Washington, Phoenix, AZ 85007

Conference Room 230

**APPROVED**

**May 19, 2017**

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**Present:** Judge Don Taylor; Ms. Diane Culin; Mr. Alfred Gonzalez; Judge Anna Huberman; Ms. Blanca Jung (*proxy for Mr. Juan Carlos Cordova*); Mr. Scott Loos (*proxy for Judge Rosa Mroz*).

**Telephonic:** Mr. Hyung Choi; Mr. Juan Pablo Guzman.

**Absent/Excused:** Judge Charles Harrington; Ms. Kathy Schaben.

**Presenters/Guests:** None

**Administrative Office of the Courts (AOC):** Ms. Catherine Clarich; Ms. Lynn Golden; Mr. David Svoboda.

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## I. CALL TO ORDER

### A. Welcome and Opening Remarks

The March 2017 meeting of the Court Interpreter Program Advisory Committee (CIPAC) was called to order by the Honorable Don Taylor, Chair, at 12:07 p.m. The Chair asked for committee member roll call and introductions of staff and guests.

### B. Approval of the November 2016 Meeting Minutes

The draft minutes from the November 18, 2016 meeting of the Court Interpreter Program Advisory Committee were presented for approval. The Chair called for any omissions or corrections to the minutes; a typographical error was noted, but no substantive issues were identified.

- Motion was made by Ms. Diane Culin to approve the November 18, 2016 minutes of the Court Interpreter Program Advisory Committee. Seconded by Mr. Alfred Gonzalez. Motion passed unanimously.

## II. REGULAR BUSINESS

### A. September/November 2016 CIPAC Meeting Follow Up

Mr. David Svoboda, in his role as the AOC Language Access Coordinator, provided a status update on several issues discussed in the September and November 2016 meetings of this body.

- ***Working with Interpreters for the Deaf or Hard of Hearing Benchcard:*** He informed the group that the update to the “Working with Interpreters for the Deaf or Hard of Hearing” benchcard was completed. The benchcard is available on the Arizona Judicial Information Network (AJIN) court interpreter and Wendell pages.
- ***Rules regarding interpreters for mental health hearings:*** He relayed the response provided by the Arizona Commission on the Deaf and Hard of Hearing (ACDHH) for the use of interpreters in mental health screenings. The ACDHH recommends using mental health certified and legal licensed interpreters for court mental-health-related events. However, there is only one interpreter available in the United States with both certifications. Furthermore, the mental health certification is only offered in the state of Alabama. Therefore, the mental health certification is not required for interpreters for court mental-health-related events.
- ***Additional ACICP Promotional Materials/Limited Use Language (LUL) Engagement Activities:*** The AOC drafted an ACICP brochure aimed at LUL interpreters. The group reviewed and discussed the content of the brochure.

It was agreed that Mr. Svoboda would send the document to the Committee for additional review and comment via e-mail. Any commentary is due back to Mr. Svoboda directly by March 24, 2017.

- ***Survey of Interpreters:*** Mr. Svoboda discussed the results of the survey the AOC conducted of interpreters in February 2017. The survey included approximately 450 participants whose profile was accepted into Arizona Court Interpreter Registry (“Registry”). The AOC received a response from approximately 10% of the participants and there were no comments relating to agencies actively disincentivizing interpreters from participating in the ACICP. Several responses indicated that an orientation process, a robust training curriculum, and mentorship program would be most beneficial to interpreters during the credentialing process.

- **Tools for Interpreter Coordinators:** He explained that the AOC compiled resources available to courts for locating interpreters and sharing information (statewide resources) into a single document.

The “Tools for Court Interpreter Coordinators” document includes information about the following topics:

- Registering for the Court Interpreter ListServ
- Using the Arizona Court Interpreter Registry
- Researching contracts through the Arizona Department of Administration, State Procurement Office website
- Resources available through the ACDHH
- Links to interpreter rosters published by other states’ court interpreter programs
- Requesting searches of the NCSC National Court Interpreter Registry
- Requesting queries of the NCSC National ListServ

## **B. Arizona Court Interpreter Credentialing Program (ACICP) Update**

Mr. David Svoboda, in his role as the AOC Language Access Coordinator, provided a status update on the Arizona Court Interpreter Credentialing Program (ACICP). The group discussed the following:

- Statistical information, including the number of interpreters registered in the Registry, the number of credentialed interpreters, and the demographics of the currently credentialed interpreters.
- The results of the December 2016 Oral Court Interpreter Exam, as well as the overall pass rates for this type of exam to date.
- The results of the January 2017 English Written Exam and Oral Proficiency Interview (OPI), as well as the overall pass rates for this type of exam to date.
- The remaining ACICP testing dates for 2017.
- Issues related to ACICP testing locations.

Mr. Svoboda reviewed the ACICP testing location and cycle information with the group. He requested that the group discuss the merits of moving away from testing in an outlying city as many candidates travel to Phoenix or Tucson. The Committee suggested that additional input be sought from court stakeholders.

The Committee discussed the upcoming deadline established in Administrative Order 2016-02 which states that judges should give appointment preference to credentialed contract interpreters, if available, starting July 1, 2017. It was decided that the AOC would provide reminders to courts via statewide memos and presentation at other pertinent standing committees.

### **C. National Center for State Courts (NCSC) Pipeline Development Report**

Mr. David Svoboda, in his role as the AOC Language Access Coordinator, requested that the Committee continue its discussion on the NCSC Pipeline Development Report presented in the November 2016 meeting of this body.

The Chair suggested that a detailed evaluation of the report should be conducted through a workgroup and requested volunteers to serve on the workgroup.

- Motion was made by Judge Anna Huberman to form a workgroup to evaluate the NCSC Pipeline Development Report and make recommendations to the group by the May 2017 meeting of this body, if possible. The following people volunteered and will sit on the workgroup:
  - Ms. Diane Culin
  - Mr. Alfred Gonzalez
  - Mr. Scott Loos
  - Ms. Kathy Schaben

Seconded by Ms. Blanca Jung. Motion passed unanimously.

### **D. ACICP Tier 1 Prerequisites**

Mr. David Svoboda, in his role as the AOC Language Access Coordinator, discussed issues related to the prerequisite structure of the ACICP. He explained the requirement that candidates complete the two online classes prior to registering for the English Written Exam and OPI was causing registration delays for candidates.

Some candidates fail to understand the prerequisites and must be directed to complete the classes prior to registering for the exams. This problem is compounded for those registrants who wait until the registration deadline to submit their requests. These candidates struggle to register, pay for, and complete the two online classes before the registration deadline, and typically must rush through the class content, reducing the likelihood of retaining the important information provided.

He requested that the Committee recommend allowing candidates to complete the two online classes, English Written Exam, and OPI in any order. He suggested that this would allow more flexibility for candidates, simplify the registration process, prevent unnecessary stress for the candidate, and ease burdens on program staff. This change would not affect the requirements and registration process for the Oral Court Interpreter Exam.

- Motion was made by Ms. Diane Culin to recommend that the ACICP alter the prerequisite structure to allow candidates to complete the two online classes, English Written Exam, and OPI in any order to earn a Tier 1 credential. Seconded by Judge Anna Huberman. Motion passed unanimously.

### **E. Arizona Court Interpreter Registry Access/Interpreter Roster**

In the last meeting of this body, Mr. Hyung Choi requested that Mr. David Svoboda, in his role as the AOC Language Access Coordinator, discuss the possible publication of a credentialed interpreter roster. Additionally, the AOC has received requests from justice partners regarding access to the Registry.

Mr. Svoboda explained the need, potential benefits, and possible issues regarding publication of a credentialed interpreter roster and access to the Registry. After discussion of the topic by the Committee, it was decided that Mr. Svoboda would provide sample rosters at a future meeting for the group to consider before making a recommendation.

### **F. 2017 Court Interpreter Coordinator Summit**

Mr. David Svoboda, in his role as the AOC Language Access Coordinator, discussed the annual “Court Interpreter Coordinator Summit” hosted by the AOC. He explained that the day-long summit provides opportunities for participants to discuss current issues in language access and learn more about language access initiatives overseen by the AOC. Past seminars have been COJET accredited and involved a variety of staff from across the state, including interpreter coordinators, court administrators, and senior or lead interpreters.

The group discussed the planned topics for the May 2017 meeting. It was suggested that the agenda item on video remote interpreter be expanded to remote interpreting in general. This will allow participants to discuss best practices when managing all remote interpreting services, instead of just video remote interpreting. Mr. Svoboda asked that the Committee recommend that the AOC continue to host an annual “Court Interpreter Coordinator Summit.”

- Motion was made by Mr. Scott Loos to recommend that AOC continue to host an annual “Court Interpreter Coordinator Summit,” including a May 2017 session. Seconded by Ms. Blanca Jung. Motion passed unanimously.

### **G. Spoken Language Benchcard**

Mr. David Svoboda, in his role as the AOC Language Access Coordinator, discussed updating the judicial “Spoken Language Benchcard.” He explained that the benchcard was last updated in 2012. With the implementation of the Court Interpreter Code of Conduct and the credentialing program, he recommended that the benchcard be updated and requested that the Committee form a workgroup to discuss potential edits.

- Motion was made by Mr. Alfred Gonzalez to form a workgroup to evaluate the Spoken Language Benchcard and make recommendations to this body by the May 2017 meeting, if possible. The following people volunteered and will sit on the workgroup:
  - Mr. Hyung Choi
  - Ms. Blanca Jung
  - Mr. Scott Loos
  - Judge Don Taylor

Seconded by Ms. Blanca Jung. Motion passed unanimously.

### **III. GOOD OF THE ORDER/CALL TO PUBLIC**

The Chair asked the Committee if there were any other matters to discuss and made a call to the public. There were no responses.

### **IV. ADJOURNMENT**

The meeting was adjourned at 2:34 p.m.

### **V. NEXT COMMITTEE MEETING**

Friday, May 19, 2017  
12:00 p.m. to 3:00 p.m.  
State Courts Building, Conference Room 230  
1501 W. Washington St., Phoenix, AZ 85007