

Meeting Date	Language Access Committee	
November 21, 2014	Education Room	
<b>Members Present</b>	<b>Member Excused</b>	
Maureen Magagna	Ghulam Hasnain	
Mary Kaye Dixon	Wendell Roberts	
Judge Rick Romney	Jennifer Andrus	
Judge Su Chon	Judge Rick Smith	
Michelle Draper		
Shantelle Argyle		
Miguel Medina		
Megan Haney		
Randall McUne		
<b>Staff:</b> Alison Adams-Perlac, Rosa P. Oakes		
<b>Guests:</b> Luther Gaylord, Tim Shea		
Topic: Approve minutes of October 17, 2014		
Mary Kaye Dixon moved to approve the minutes; Randall McUne seconded.		
Motion: Passed unanimously		
Topic: Discussion Regarding Interpreter Hearings		By Committee
<p>Committee members reviewed the overall process of conducting closed meetings relative to individual formal complaints. Members agreed that they should be informed ahead of time when accommodations will be made for the interpreter; however, interpreters should be discouraged from attending the meeting by video due to reliability of technology. Members also concluded that given the complexity of the hearings, only one should be scheduled per meeting. Before the meeting, the interpreter shall provide any evidence he/she would like to present so that copies can be made, and that an exact copy of the meeting materials be provided for the interpreter as well. Ms. Draper added that interpreters should be made aware that any consequences resulting from this committee may affect other non-court credentials the interpreter holds. Committee members further requested that the letter informing interpreters of a complaint against them include a clearer message of their responsibility to respond within 30 days and should note the consequences if a response is not received. Additionally, Rule 3-306 should be attached to the letter and sent by certified mail.</p>		
Topic: Interpreters Completing Court Forms for Patrons		By Alison Adams-Perlac
<p>Ms. Adams-Perlac described an issue that has emerged from having interpreters help court patrons with the OCAP program and filling out forms. The Law Library staff has come to rely on interpreters to assist with the form filling primarily due to a lack of other resources. A discussion with key members of the Law Library and Administration took place resulting in a recommendation to amend the code of ethics for interpreters. Ms. Adams-Perlac's stance is that while it is right to utilize interpreters for sight translating in instances where the patron does not read English or Spanish, it may not be right to have interpreters fill out forms for the patron. There are concerns that interpreters are</p>		

stepping out of their role when doing this. Ms. Adams-Perlac would like to give this committee an opportunity to consider the issue and offer an opinion before any policy changes are made. Given that there are many variables to consider, Judge Chon moved to table the topic until more information is available. Ms. Magagna seconded the motion; motion passed unanimously.

Next meeting January 23, 2015 at Noon

Meeting adjourned.