

Draft Minutes

Committee on Limited English Proficiency

Monday, July 29, 2024

10:00 a.m.

Via Microsoft Teams, Livestreaming at

<https://www.youtube.com/@connecticutsupremecourt6639/featured>

Members in Attendance: Co-chair Hon. José A. Suarez, Co-Chair Ms. Alejandra Donath, Mr. Troy Brown, Ms. Daisy Rosado-Hack, Atty. Viviana Livesay, Atty. Richard Loffredo, and Atty. Brandon Pelegano. Also in attendance: Atty. Michelle Fica of Connecticut Legal Services.

1. Welcome: Judge Suarez called the meeting to order and welcomed the members.
2. The minutes from the March 25, 2024 meeting were approved as drafted.
3. Training: The Committee discussed the development of an online training for judges. The training will cover topics such as the legal requirements of providing language access services, the distinction between interpreting and translation, and how to maximize the Branch's limited resources. In addition, the training will discuss how services are provided for contracted providers and how evidence should be handled when it is not in English. An outline of the topics will be presented to the Chief Court Administrator. Upon approval, the training will be created.
4. VRI and Advisement of Rights Update: Video Remote Interpreting (VRI) has been rolled out in the criminal arraignment, housing, juvenile, and Family Support Magistrate courts. The Information Technology Division is currently in the process of installing equipment in the civil and family courtrooms. That installation should be completed by the end of the summer.

In 2012, the Judicial Branch began to roll out a program where the advisement of rights for Family Support Magistrate cases was played by pre-recorded video in courtrooms in Spanish using a DVD player. Last year, the advisement of rights in criminal court and the notices provided in housing court were translated and recorded. Speakers were then purchased to allow them to more easily play the advisement of rights in other languages via their computers. Family Support Magistrate clerks have requested the same setup and

that has been approved. The revised process is expected to be rolled out by the end of the summer.

5. Forms and Notice: The Committee approved an icon to be utilized on its forms to indicate the provision of interpreting services. Interpreter Services will work with Legal Services to develop a process for adding the icon on its forms.

The Committee reviewed the “I Speak” flag posters that are currently in public spaces. Interpreter Services will develop new posters based on the Branch’s interpreter services statistics, the Department of Homeland Security’s updated “Language Identification Guide”, and languages identified by Branch staff. Interpreter Services will work with the Commission on Official Legal Publications for the printing of the new posters.

6. Other Business: Interpreter and Translator Services will look to add language onto the Branch’s LEP webpage regarding how evidentiary materials should be translated prior to being admitted into evidence.
7. Next Meeting: The next meeting will be September 16, 2024 at 2:00 p.m.
8. The meeting adjourned at 10:45 a.m.