

Approved Minutes

Committee on Limited English Proficiency

Monday, March 24, 2025

2:00 p.m.

Via Microsoft Teams

Members in Attendance: Co-chair Hon. José A. Suarez, Co-Chair Ms. Alejandra Donath, Ms. Daisy Rosado-Hack, Ms. Brittany Kaplan, Atty. Viviana Livesay, Atty. Richard Loffredo.

1. **Welcome:** Judge Suarez called the meeting to order at 2 p.m. and welcomed the members.
2. **Approval of [minutes from the Nov. 19, 2024 meeting](#):** Atty. Loffredo moved to approve, seconded by Ms. Donath. The Minutes were unanimously approved by the members.
3. **Committee Report:** The members received prior to the meeting a draft of the Committee's Annual Report on Limited English Proficiency. Highlights include data: Interpreter/Translator Services covered over 53,000 files that required oral language assistance in 87 different languages/dialects. Additionally, over-the-phone interpreting services were used over 38,000 times in 69 different languages. Additionally, 137 Branch forms were translated/revised in 2024. Mandatory training for all Branch employees on LEP was completed by more than 3,600 Judicial Branch employees. The members approved the report unanimously.
4. **Training:** Atty. Loffredo told the members that a March 2025 federal Executive Order has required a revision to a new Judges' training that was in draft form. Along with the revisions, portions of the recording will need to be re-recorded. This online training is still expected to be rolled out to Judges this Spring. Earlier in March, Atty. Loffredo and Ms. Donath provided in-person training to new Judges.
5. **Language Access Plan:** The Judicial Branch has produced a Language Access Plan in part to comply with federal mandates but also in support of the Branch's mission as stated in the 2008 Strategic Plan, "[c]onfidence in the judicial system stems from an individual's belief that he or she is being treated with respect, regardless of . . . proficiency in English." While a new Presidential Executive Order says the biennial report will no longer be required to be submitted to the federal government, Atty. Loffredo said the Judicial Branch will continue to produce an LAP, which assesses our programs and services to ensure equal access to justice for all people. A new LAP will be completed this year. This topic spurred discussion among the members about potential state legislation in the current session, and some proposals that would expand translation of documents.
6. **Next Meeting:** At Judge Suarez's suggestion, the next meeting will be held remotely on Monday, June 16, 2025, at 2 p.m.
7. **Adjourn:** The meeting adjourned at 2:16 p.m.