

Superior Court of California, County of Sacramento

Limited English Proficiency (LEP) Plan

The Superior Court of Sacramento County (Court) provides language access services to Limited English Proficiency (LEP) court users consistent with the [Strategic Plan for Language Access in the California Courts](#) (California Language Access Plan or LAP). This Limited English Proficiency (LEP) Plan addresses language access services and policies that affect LEP court users and language access procedures at our court.

The purpose of this plan is to provide a framework for the provision of timely and reasonable language assistance to LEP Court Users who come in contact with the Superior Court of Sacramento County. This LEP plan was developed to ensure meaningful access to court services for persons with limited English proficiency.¹

1. Identification of LEP Persons

According to the *2020 Language Need and Interpreter Use Study*, the top 5 most interpreted spoken languages in California are:

1. Spanish
2. Vietnamese
3. American Sign Language
4. Mandarin
5. Cantonese

The same study found that Spanish accounted for 91 percent of all interpretation in the state courts during the study period. No other language accounted for more than 4 percent of the remaining service days.

The top 5 most interpreted spoken languages at Sacramento Superior Court are:

1. Spanish
2. Russian
3. Cantonese/Mandarin
4. Vietnamese
5. Hmong

¹ In compliance with Title VI of the Civil Rights Act of 1964 and Article 1, section 14 of the California Constitution

2. Services Provided

Interpreters:

The Court currently has Certified/Registered Staff Interpreters who provide interpreting services in Spanish, Russian, Ukrainian, Uzbek, American Sign Language, Hmong, Lao, Thai, Vietnamese, Punjabi, Hindi, Urdu, Romanian and Armenian. The Court also uses over 150 Independent Contractors in those and other languages.

Persons who are deaf or hard of hearing are entitled to an interpreter at no cost when participating in all court proceedings, whether criminal or civil as well any other matter related to court business.

Spoken-language interpreters are also provided at no cost to all LEP Court Users. The Court utilizes spoken-language interpreters for courtroom hearings in compliance with the rules and policies set forth in Government Code § 68561 and Rule 2.893 of the California Rules of Court. In January of 2015 Assembly Bill (AB) 16578 passed, expanding California's constitutional mandate and authorizing courts to provide interpreters to all parties in civil matters regardless of income. It also set forth a priority and preference order when courts do not have sufficient resources to provide spoken language interpreters for all persons. This had very little impact on our Court as we were providing interpreters in all case types prior to the passage of AB 16578.

When the demand for spoken language interpreter services exceeds availability on a given day, the court follows the priorities established in Evidence Code § 756 as follows:

- Priority 1: Domestic violence, civil harassment cases where there is no fee to file, and elder abuse cases where there is physical abuse or neglect
- Priority 2: Unlawful detainers (evictions)
- Priority 3: Termination of parental rights
- Priority 4: Guardianship and conservatorship
- Priority 5: Cases where one person is asking for sole custody or visitation
- Priority 6: Other civil harassment and elder abuse cases
- Priority 7: Other family law cases
- Priority 8: Other civil cases

In addition, the court provides interpreters to all LEP Court Users for the following court events or programs:

- Family Court Services Mediation
- Mandatory settlement conferences in all civil and family law cases
- Attorney client interviews that take place immediately prior to or following the court hearing.

- Court ordered psychiatric evaluations
- Court sponsored Domestic and Elder Abuse Workshops

Interpreting services are also provided to the Public Defender, District Attorney and Conflict Criminal Defender Panel for attorney-client interviews, at a cost to the requesting organization.

Bilingual Staff:

The Court identifies employees with bilingual language skills, tests their foreign language proficiency, and certifies them as bilingual. Once they are designated as bilingual proficient, the Court compensates them for the language services they provide while they carry out their duties at points of contact with the public. The Court currently has ten (10) employees receiving the bilingual differential, nine (9) for Spanish and one (1) for Russian.

When personnel encounter LEP Court Users at public counters and self-help centers, they provide language assistance in the following ways,

1. Use I-Speak Cards to assist in identifying the language spoken, as appropriate.
2. Connect the LEP Court Users to an assigned bilingual staff member
3. Obtain assistance from a bilingual staff member who is not otherwise assigned to a public counter or self-help center
4. Request interpreter assistance through the Interpreter Office
5. Use remote interpreter assistance available by phone
6. The court is in the process of purchasing video phones to connect ASL staff with court users needing their assistance

Multilingual Information:

The court provides multilingual information in the following ways:

- Self-help center and legal advisory clinics that provide instructional materials and brochures in various languages; referrals; and telephonic language assistance;
- Workshops on domestic violence restraining orders and elder abuse;
- Self-help videos related to Small Claims and Unlawful Detainer mediation alternatives in Russian, Spanish, and English via designated computer stations and online through the court’s website;
- Written materials about the Small Claims and Unlawful Detainer process in Russian and Spanish also available online.
- The court’s website contains glossaries of key legal terms translated into the following languages:

- Arabic
- Armenian
- Hindi
- Hmong (in revision)
- Mien
- Mong
- Punjabi
- Romanian
- Russian
- Spanish
- Urdu
- Vietnamese

3. Notification of Language Access Services

LEP Court Users are currently notified of available language services and how to access them in the following ways:

- Multilingual notices posted at the traffic arraignment courtrooms
- Announcements made by the bailiff and court attendant at the arraignment courtrooms
- Advisement of interpreter services provided and interpreter request forms included in civil filing packets

The Court is currently undertaking projects to expand our multilingual signage and we have successfully updated the signage at the Carol Miller Justice Center to include both Spanish and Russian translations.

4. Education of Court Staff and Judicial Officers

As recommended in the California Language Access Plan (LAP), the Court provides education for court staff and judicial officers. Examples of current and future trainings are bias training, Court Interpreter Minimum Continuing Education (CIMCE) courses, and how to work with court interpreters and LEP court users.

5. Public Notification and Evaluation of Limited English Proficiency Plan

The court regularly monitors its language access services, policies and procedures, and all items included in this LEP Plan to assess whether any changes are needed.

The court has developed a language access complaint form and process, available at <https://www.saccourt.ca.gov/interpreters/docs/int-complaint-eng.pdf>. This form addresses the failure to provide language access services or issues with the provision of services, including interpreter services, qualified multilingual assistance at all points of contact with the court, and translations of local court forms or other materials. The form is available in Spanish, Russian, Punjabi, Chinese (Simplified), Chinese (Traditional) and Vietnamese at <https://www.saccourt.ca.gov/interpreters/interpreter-services.aspx#complaint>

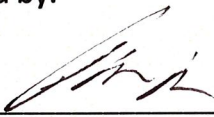
All complaints regarding the local provision, or failure to provide, language access services are handled by the Court. All complaints are also reported to the Judicial Council to assist in the ongoing monitoring of the overall implementation and success of the California Language Access Plan, consistent with Recommendation No. 63 of the California Language Access Plan.

6. Language Access Office

Any concerns and requests for information regarding this LEP Plan, its content and implementation, or the language access services provided by the Superior Court of California, County of Sacramento, should be directed to:

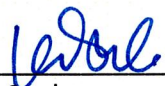
Ginger L. Durham
Language Access Representative
Interpreters Office
(916) 874-8455
Interpreters@saccourt.ca.gov

Approved by:



Honorable Russell L. Hom
Presiding Judge

Date: 7/23/2021



Lee Seale
Chief Executive Officer

Date: 7/21/21