

MINUTES
COMMITTEE ON LIMITED ENGLISH PROFICIENCY
October 16, 2013 2:00 PM
225 Spring Street, Wethersfield, CT

Attendees: Hon. Maria A. Kahn, Co-Chair; Alejandra Donath, Co-Chair; Karen Chorney,
Richard Loffredo
Staff: Melanie Kerr

1. Approval of August 8, 2013 Meeting Minutes

The minutes of the August 8, 2013 meeting were unanimously approved.

2. Discussion of presentation to Supreme Court

Committee members discussed the October 16th presentation to the Supreme Court and the LEP recommendations for improved recruitment and retention of interpreters.

3. Discussion of outreach to colleges and universities

Committee members discussed outreach to colleges and universities. Interpreter Services staff will identify colleges and universities in Connecticut and some select schools elsewhere in New England which have foreign language programs and will provide contact information for each language department head and career development officer to the LEP Committee. Interpreter Services will also develop a list of projects that could be completed by interns. Karen Chorney will develop a draft plan which outlines how the Judicial Branch might be able to offer foreign language programs for Branch personnel and the logistics and challenges involved in doing so.

4. New Business

The Committee briefly discussed the status of the translation of vital documents, and will request a full update at the next LEP meeting.

Committee members discussed the status of LEP training for Branch personnel. In order to maximize LEP training opportunities, improve attendance, and increase efficiency, it was agreed that the training would be offered once a month (rather than twice monthly) and that each training coordinator be required to fill their monthly slots. The Committee also recommends that training for Motor Vehicle Magistrates and Small Claims Commissioners be provided on dates when they have other scheduled training and that their LEP training is reduced to a two-hour class.

5. Next Meeting

Next Committee meeting date is to be determined.

6. Adjourn

The meeting was adjourned at 4:00 PM.