

Committee on Limited English Proficiency Meeting  
225 Spring Street, Wethersfield  
November 4, 2016

Attendees: Hon. Maria A. Kahn, Alejandra Donath, Richard Loffredo, Troy Brown, Kate Casaubon, Karen Chorney, Eduardo Palmieri, Michelle Fica, Susan Garcia-Nofi

1. Judge Kahn opened the meeting at 11:05 a.m. She thanked Susan Garcia-Nofi, who is moving out of Connecticut, for her many contributions to the LEP Committee. She also welcomed Eduardo Palmieri, Deputy Director of Adult Probation, on his appointment as a member of the LEP Committee.
2. The minutes from the LEP Committee meeting on April 4, 2016 were unanimously approved.
3. Rich Loffredo opened a discussion of the Advisement of Rights Survey. Both the long and short versions were reviewed and several suggestions were made by committee members. Rich Loffredo will make the changes to the surveys and start the process of having them disseminated.
4. Rich Loffredo and Alejandra Donath reported that Video Remote Interpreting is being piloted in several New Britain CSSD offices (Adult Probation, Juvenile Probation, and Family Relations). In lieu of using telephonic or in-person interpreters, the pilot allows for a centralized interpreter to provide language services by camera via computer. These sessions average 30 minutes or more.

A second pilot will be launched for in-court proceedings in New Britain in the near future.

5. Alejandra Donath presented a draft document entitled "Guidelines for Working with Court Interpreters". The document was approved. This document will be made available within the Branch and given to court interpreters for them to distribute it as informational material when working with professionals who typically don't make use of services provided by court interpreters.
6. Rich Loffredo reported that an issue with SABA and the version of the development software used for LEP online training forced an unanticipated delay. It is hoped that the issues will be resolved soon.
7. Alejandra Donath reported that a pilot program for a third telephonic bilingual service proved promising and there is a plan in place to roll it out Branch-wide.
8. The next meeting date is not yet determined however, topics for the agenda will include the Language Access Plan, the LEP Committee Report, CSSD's Provider Training, and status updates on initiatives that are on-going.
9. Adjourn