

Transitional Council (TC)
Meeting Summary
Tuesday, August 14, 2012

Transitional Committee members present: Brenda Aiken (Alaska), Janica Bisharat (Idaho), John Goerdts (Iowa), Carmel Capati (Wisconsin), Jacquie Ring (California), Katrin Johnson (Washington), Emy Lopez (Colorado), Mara Simmons (Arkansas).

NCSC Staff present: Laura Klaversma, Court Services Director; Konstantina (Tina) Vagenas, Language Access and Access to Justice Executive Director; Alisa Kim, Program Specialist, Court Consulting Services (substituting for Kent Kelly)

The meeting was called to order at 10:05 Alaska time.

Update on transition work

Court Services Director Laura Klaversma updated the Transitional Council on three key areas being addressed:

- 1) Budget—NCSC is working to ensure the Language Access Unit budget mirrors the accounting and auditing procedures of all other NCSC sections.
- 2) Webpage—A group is working to ensure the webpage provides updated resources and information, is easy to navigate, and accessible.
- 3) Listserv—Laura and Pat Griffin are reviewing the new listservs to determine if the appropriate people are included.

Laura also responded to budget questions submitted by the TC prior to the meeting.

- 1) Q: Oral Exam Raters: Recruitment, Training and Management--\$65K was initially allocated for the full year for this area, but in the first six months \$75K was spent.

A: The rater training went over budget by about \$10,000. There will be some money collected from states for exams that got rated during the rater training, which will bring that number down some, but it's still going to be over budget by some amount. The only real explanation for that is that we trained a higher number of raters than we originally anticipated – our recruitment efforts were much more successful than we ever thought they would be and we didn't want to turn potential raters away. So, although we normally train 8 to 12 raters, we actually trained 17 raters in 7 languages. (Response sent to Laura by Carola Green)

- 2) Q: Project Costs under PIC--There is \$240 for what I am assuming is travel of Paula C to the ABM in Little Rock - but should that not be higher...we had budgeted \$800.

A: The charges posted are (as reported by Carola Green):

\$240.00 lodging costs

\$670.00 airfare, per diem and ground transportation costs.

*Total amount exceed projected budget (\$800) by **\$109.65** which has been coded to the PIC already. Please let me know if you need anything else or have additional*

questions regarding other charges. Please remember that the budget has only been reconciled through period 6, 2012.

Laura also noted that the training section appears over-budget because the reimbursement from states has not been posted to offset and decrease the gap.

Laura introduced Tina Vagenas, the new Executive Director of the recently established Language Access and Access to Justice Unit, Laura reiterated that Tina will oversee the testing work and priorities of the current NCSC staff that manages testing and test maintenance.

Remarks from Tina Vagenas

Tina provided an overview on her experiences in the area of language access issues. Most recently Tina assisted COSCA with the ABA court interpreting standards rewrite. She identified three immediate priorities she is addressing: (1) ensuring the Williamsburg office is consistent with the report schedules and time sheets as done in the Denver office; (2) work with Williamsburg staff to develop long-range plans and long-term priorities; and (3) build a highly professional team focusing on the big picture down to the minute details.

Tina is currently contacting each member of the Transitional Council to determine key issues needing attention.

Tina officially took over the new unit on August 13. In preparation, Laura has given Tina background information on the work of the Transitional Committee and the recommendations submitted to COSCA by the Transitional Council re: priorities for the reorganizational process.

Tina enthusiastically agreed to participate in the teleconferences of the Professional Issues Committee, the Technical Committee, and the newly developed regional groups as a way to adequately develop priorities and meet the CLAC members.

Tina explained that while her title (Executive Director Language Access and Access to Justice) sounds all-encompassing, the priorities of this position is the oversight of the unit staff and the development of language access policies for COSCA and the NCSC.

Tina encouraged the TC members to contact her with concerns and ideas to improve the transitional and reorganizational process.

The Transitional Council agreed to meet with Laura and Tina on Monday, Oct. 1 at 3:00—prior to the opening of the Language Access Summit. The purpose of the meeting is to receive an update on the transitional process and discuss other issues needing the attention of the TC (i.e., professional development conference in Salem).

Review of draft document: Operational Procedures for the Council of Language Access Coordinators

The TC reviewed the CLAC Operational Procedures drafted by COSCA members on the LAAC. The TC offered numerous substantial recommendations. Brenda will summarize the

recommendations and circulate them to the TC for comments and edits. The recommendations will be submitted the LAAC chair prior to their September meeting.

Regional teleconferences

It was confirmed that Kent Kelly will take minutes for the three regional teleconferences held in August. The regional teleconferences are coordinated by Emy Lopez, Carmel Capati, and Jacquie Ring.

Next Transitional Council Meeting (telephonic)

The next Transitional Council is scheduled for Thursday, September 6 at 9:00-10:00 Alaska Standard Time (1:00 eastern). The purpose of the teleconference is to review the Transitional Council Checklist and determine what issues still need attention.

The meeting adjourned at 12:15 Alaska Standard Time (4:15 eastern).