

# ***Consortium for Language Access in the Courts***

## ***Executive Committee Minutes***

**April 26, 2011**

### **Call to order**

Brenda Aiken, Chair, called to order a teleconference meeting of the Executive Committee on April 26, 2011 at 1:00 p.m. Eastern time.

### **Roll call**

The following persons were present for the meeting: Brenda Aiken (AK), Janica Bisharat (ID), Carmel Capati (WI), John Goerdts (IA), Emy López (CO), Mara Simmons (AR), Lucy Smallsreed (CA), Patricia Griffin (COSCA liaison), and Wanda Romberger, as staff.

### **Materials from the 2011 Annual Business Meeting**

Brenda inquired about the status of the materials from the Annual Business Meeting. Wanda reported that everything from the meeting is posted on the members'-only web site except the audio recordings and minutes of the meeting. She will follow up with staff to get the recordings uploaded.

### **COSCA liaison report**

Pat will take the summary document, provided by John Martin after the face-to-face Executive Committee planning meeting, solicit edits and revisions from the Executive Committee members, and share it with staff and the special COSCA committee. She reported that the committee should be meeting within the month.

### **Election to fill vacant at-large seat on the Executive Committee**

Lucy reported that she will be retiring in mid-May, and will therefore be vacating her at-large seat on the Executive Committee. Jacquie Ring has been named as her replacement at the California Administrative Office of the Courts. Jacquie will continue to serve as a voting member on the Technical Committee. The committee directed staff to set up a timeline to collect nominations, close nominations, allow the nominees to address the membership, and open and close the floor for voting for a representative to finish Lucy Smallsreed's term of office (2012). Wanda will follow up.

### **Annual committee formation**

Prior to this meeting, the at-large members of the Executive Committee met to appoint committee chairs. Appointments were as follows:

- Annual Meeting Committee Chair, Mara Simmons (AR)
- Professional Issues Committee Chair, Carmel Capati (WI)
- Technical Committee Chair, Emy López (CO)

Following the solicitation at the Annual Business Meeting of interest by members in serving on one of the Consortium committees as either a voting or interested member, Emy reported that the committee chairs met and appointed members to the standing committees, as follows:

Annual Meeting Committee:

Andrea Krlickova (NV), term expires 2013  
Alejandra Donath (CT), term expires 2014  
Lynette Ricks (MO), term expires 2012

Mara explained that because the location for the 2013 meeting was not decided at the Annual Business Meeting, therefore one of the “host representative” seats remains vacant. It was decided that staff will e-mail the membership, asking if any member is interested in serving as host for the 2013 meeting.

Professional Issues Committee

Pam Sanchez (NM), term expires 2014  
Kelly Mills (OR), term expires 2014  
David Sawyer (AL), term expires 2013  
Camille Wiggins (IN), term expires 2012

*Interested members:*

Brenda Carrasquillo (NJ)  
Alejandra Donath (CT)  
Barbara Edwards (CA)  
Terry Ince (CA)  
Katrin Johnson (WA)  
Jennifer Singletary (WV)

Technical Committee

Jacque Ring (CA), term expires 2014  
Katrin Johnson (WA), term expires 2013  
Bruno Romero (OH), term expires 2012

*Interested members:*

Oswaldo Avilés (PA)  
Brenda Carrasquillo (NJ)  
Sridevi Gadiraju (NY)  
Andrea Krlickova (NV)  
Pam Sanchez (NM)

Emy recommended that Agustin de la Mora be retained as the Professional Member of the Technical Committee for another year. A motion was made, seconded, and unanimously approved accordingly.

## **Membership inquiries**

### **1. Arizona**

Arizona e-mailed staff with a request to 1) remove the first sentence of the *Agreements* introductory section, 2) insert a termination clause, and 3) amend the signature page to reflect five annual installments of \$10,000 each. Arizona would like to execute its *Agreement* for membership before the end of its fiscal year on June 30, 2011.

The committee members were in agreement with requests number 1 and 3, but had questions about the termination clause. After considerable discussion, the committee members directed staff to contact Arizona to tell them that their request to change the *Agreements* will require a deliberative voting process by the membership and it isn't likely that it can be accomplished before the end of Arizona's fiscal year. The committee members agreed it is important to get this done so that Arizona can become a member of the Consortium, but it must be done by following the established procedures for amending the *Agreements*. Wanda will contact Arizona's representative, Carol Mitchell.

### **2. Wyoming**

Janica reported that she was contacted by a representative from Wyoming. Wyoming is exploring whether membership in the Consortium will truly benefit it and whether the money for the membership fee will be well spent. Emy volunteered to talk to the representative, too, to explain how membership benefits the state. It was noted that staff provides valuable technical assistance to new members and holds a global outlook, so Wyoming's representative should, at some point, contact staff as well.

### **3. Abu Dhabi**

Brenda reported that she reached out to the representative from Abu Dhabi, but has received no response. Wanda will tickle her calendar to follow up with Ms. Trice in 60 days.

## **Adjournment and Next Meeting**

The next meeting of the committee was scheduled for May 12, 2011 at 2:00 p.m. Eastern time.

The meeting adjourned at 2:30 p.m.