

Superior Court of California, County of Yolo

Limited English Proficiency (LEP) Plan

The Superior Court of California, County of Yolo provides language access services to limited English proficiency (LEP) court users consistent with the Strategic Plan for Language Access in the California Court (California Access Plan or LAP).

The LEP plan addresses language access services, policies and procedures that affect LEP court users and serves as the plan for the Superior Court of California, County of Yolo to provide LEP persons with services in compliance with Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d et seq.; 45 C.F.R. § 80.1 et seq.; and 28 C.F.R. § 42.101–42.112). The purpose of this plan is to provide a framework for the provision of timely, reasonable, and meaningful language assistance to LEP persons who come in contact with the Superior Court of California, County of Yolo.

Court interpreters are also provided for persons with a hearing loss, access services for them are covered under the Americans with Disabilities Act rather than Title VI of the Civil Rights Act, and therefore will not be addressed in this plan.

1. Identification of LEP Persons

The top five non-English Languages spoken in this county are:

Spanish
Punjabi
Russian
Mandarin
Vietnamese

This information is based on data collected from the JCC Court Interpreters Data Collection System or US Census Bureau. This data is collected annually.

2. Services Provided

The Superior Court of California, County of Yolo recognizes the significant benefits to both the public and the court by providing interpreters at no cost for defendants and parties, depending upon availability of resources, within the priorities established in Evidence Code § 756, as follows:

- Priority 1: Domestic violence, civil harassment cases where there is no fee to file 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

The Superior Court of California, County of Yolo recognizes the significant benefits to both the public and the court by providing interpreters. Interpreter services may be provided in-person or remotely.

Bilingual Staff: The court has bilingual staff (Spanish speaking) to help LEP users in their language in person or by telephone.

When bilingual staff are not available, the court uses Language Line (telephonic) or, where available, Text to Talk to facilitate communication between staff and LEP persons outside of the courtroom.

Translated Written Materials: The court provides multilingual information in the following ways:

- Translated guidance for some forms is available to the public at the California Court website at <https://www.courts.ca.gov/partners/305.htm>
- The court's website, www.yolo.courts.ca.gov is available through google translate in English, Spanish, Punjabi and Russian.
- The court has translated the following documents into Spanish:
Family Law Facilitator/Self Help Center Informational Brochure
- Advisement of Rights Form available in Spanish for Arraignment calendar

3. Notification of Language Access Services

The court notifies court users of the availability of language access services and how to access them in the following ways:

- Multilingual closure and other court schedule notices posted at the courthouse entrance
- Notice of language access services at entrance and on PSA in lobby
- Information on accessing services on the court's website at: www.yolo.courts.ca.gov
- Display and availability of I-Speak Cards at all points of contact with the court.

4. Education of Court Staff and Judicial Officers

As recommended in the California LAP, the Superior Court of California, County of Yolo provides education for court staff and judicial officers on:

- Courtroom Support Coordinator training on Language Access policies, procedures, and requirements.
- Cultural competency and diversity training.
- As available, statewide conferences on language access and/or conferences that include sessions dedicated to topics on language access.
- Language Access information in the new employee orientation training.
- As technology advances, training in the use of tools and technologies for providing language access.
- Judicial officer orientation on the use of court interpreters and language competency

In addition to court-wide training, all court staff have access to tools for serving LEP court users, such as:

- I-Speak cards
- Language Line
- In certain locations (like the Self Help Center), Talk to Text

5. Monitoring and Updating Local Language Access Service Policies

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. In addition, the court performs an annual audit of LEP services and LEP policies and procedures and updates this document as appropriate.

Updates to the webpage at www.yolo.courts.ca.gov are similarly performed yearly or more often if necessary to provide current up-to-date information to LEP court users.

The court has developed a language access complaint form and process. The complaint form is available at www.yolo.courts.ca.gov.

All complaints regarding the local provision or failure to provide language access services are handled by the court.

6. Trial Court Language Access Representative:

Kara Walker Clarkson, Senior Court Analyst
Language Access Representative
Yolo Superior Court
1000 Main Street, Woodland, CA 95695
(530) 406-6838
kwclarkson@yolo.courts.ca.gov

Judicial Council LEP Coordinator:

JCC LEP Plan Coordinator:
Douglas G. Denton
Principal Manager
Language Access Services Program
Judicial Council of California
455 Golden Gate Avenue
San Francisco, CA 94102-3688
(415) 865- 7870
douglas.denton@jud.ca.gov

LEP Plan Effective date: March 18, 2024

Approved by:

Presiding Judge:

 Date:

Court Executive Officer:

 Date: