

**Language Access Recommendations
2020 California Citizens' Redistricting Commission
Submitted 1/25/2021**

Presenters: Commissioners Akutagawa and Fernandez

Purpose: The purpose of the Language Access subcommittee is to recommend the languages to provide translation and interpretation by the 2020 California Citizens Redistricting Commission (Commission) in its outreach materials and when receiving public input and/or comments during meetings. The recommendations will provide a policy and process and lead to the contracting of interpretation and translation services.

Outcomes: For the full Commission's consideration, the Language Access subcommittee has identified multiple language factors and recommendations that could impact the Commission's ability to ensure greater accessibility and broad, inclusive, and equitable participation in the redistricting process.

Process: Over four Commission meetings from late October 2020 to early December 2020, multiple panels featuring experts from diverse communities presented community information, barriers, and recommendations for accessibility, outreach, and engagement. The presenters, presentation dates, and summary of their recommendations were provided to the Commission during its January 12, 2021, meeting. Also identified in the material provided at that meeting were multiple resource documents reviewed and analyzed to formalize our recommendations.

Strategic Outreach Plan-Draft: Further guiding our recommendations were the goals identified in the draft Strategic Outreach Plan discussed during our January 11, 2021 Commission meeting. Specifically Goal #2 referred to ensuring that Californians' engagement is representative of the area, and Goal #3 noted the engagement is accessible to a wide range of Californians. Those two goals have language access as a sub-component in achieving the goals.

Analysis & Recommendations:

1. When comparing various language access documents, we found that the 12 non-English languages that will be translated by the Communities of Interest (COI) tool were common across the documents. Thus, we recommend the following:

- Translation Services for written materials:
 - Contract statewide, the following non-English languages for translation services:
 - Arabic
 - Armenian
 - Chinese-Simplified & Traditional
 - Cambodian/Khmer
 - Japanese
 - Korean
 - Persian/Farsi
 - Punjabi
 - Russian
 - Spanish
 - Tagalog
 - Vietnamese
 - At this time, translate the following documents into the 12 recommended non-English languages noted above:
 - Frequently asked Questions (FAQs), Flyers, and Fact Sheet documents
 - Translate non-English language inputs from the COI tool into English.
 - Translate non-English language written public comments and testimonies submitted to the Commission into English.
- Interpretation Services for Commission meetings:
 - If a request is made to the Commission at least five working days prior to a Commission meeting, to provide public input and/or comment, the Commission staff will work to procure interpretation services for any of the 12 recommended non-English languages noted above.
 - For non-English languages requested beyond the 12 recommended languages to provide public input and/or comment, the Commission staff will work, within reason, to try and provide the requested interpretation services. If the Commission cannot find a qualified interpreter, the Commission will work, within reason, with local communities and/or Community Based Organizations to try and provide the interpretation services.

2. American Sign Language (ASL) is not identified as a required interpretation because the Bagley-Keene Act requires that state meetings comply with ADA requirements. Therefore the Commission provides ASL interpretation for every meeting, and will continue to do so.

3. The Commission will continue to review its outreach materials to determine feasibility in translating other documents and/or videos, and will report out accordingly.
4. The Commission will work/partner/invest in Community Based Organizations, Tribal leaders/Tribal Organizations, ethnic media, and other institutions who are trusted entities/messengers in communities across California to collaborate on:
 - outreach and engagement,
 - development and distribution of culturally appropriate and accessible in-language materials,
 - independent review of translated documents to ensure appropriateness of translation, and
 - interpretation at public meetings, depending on the languages spoken in the area/region.

Recommended Actions:

1. The Commission adopt the recommendations above as policy and process.
2. The Commission contract for translation and interpretation services in the following non-English languages:

Arabic	Armenian	Cambodian/Khmer/
Chinese - Mandarin & Cantonese for interpretation and Simplified & Traditional written Chinese for translation	Japanese	Korean
Persian/Farsi	Punjabi	Russian
Spanish	Tagalog	Vietnamese